Special Finance, Revenue & Insurance Committee
Tentative Minutes
October 6, 2011

1) Call to Order: Chairman Gouker called the meeting to order at 3:07 p.m. Present: White, Finfrock, Gronewold, Welty, Williams and Hopkins. Others: Barnes, Kilker (arrived at 3:21), DeArvil, County Clerk Becky Huntley, Coroner Lou Finch, Treasurer John Coffman, County Engineer Curtis Cook, Assessor Jim Harrison, Health Dept. Administrator Doreen O'Brien, Focus House Director Mike Dale, Director of Court Services Greg Martin, Probation Deputy Director Frank Mallory, Judge Robert Hanson, State's Attorney Ben Roe (arrived at 3:45), Vinde Wells, David Rogula and Ron Colson.

2) Old Business:
   - Early Retirement Options: Gouker distributed 3 hand-outs early retirement package from 2011 and the savings they earned. Welty asked for clarification of the spreadsheet; Gouker stated these amounts do not include the comp. time pay-outs. Welty asked if departments were even interested in this again; Gouker stated he has had some inquiries. Gronewold stated he has a problem with offering the package due to the economic situation; Welty agreed. Hopkins is not sure of the savings. White does not believe it is appropriate this year. Discussion continued. A committee consensus agreed the County should not offer the program this year; Gouker suggested a motion and vote should be placed on the record. Motion by Welty not to offer a early retirement package this fiscal year, 2nd by Gronewold. Motion carried.

   - FY 2012 Budget: Gouker distributed an updated budget proposal and asked what the Committee wanted to start out with; White distributed a hand-out regarding service contracts and asked if they were going to be included with the Long Range budget instead of the Building & Grounds' budget. Huntley asked what the LR budget is projected at now. Gouker stated budget is not included in the General Fund and will be approved by its committee and discussed here after the General Fund budget is completed. White stated LR already proposed $85,000 of spending for 2012. Gouker stated any spending included with the LR budget, needs to be checked against the wording of the original Long Range Capital Improvement Fund resolution to see if these items qualify as allowable expenses. Hopkins believes it is time to reevaluate that resolution. Gouker stated the Committee needs to come to an agreement on this year's budget. White feels next year's budget will be tougher. White stated the proposed budget needs to be cut and subsidized from LR or Solid Waste; Hopkins agreed. Gouker asked if maintenance contracts will be from LR; White agreed some fall under infrastructure but not all. Discussion continued.

     White stated a line for service contracts of hard items needs to be in LR. Welty believed they should be left in the department budgets; if funds are used from LR, then it just needs to be transferred from the LR budget to the General Fund and then spent from the department budgets. Discussion was also held regarding usage of the $1.8 million in interest from the SW fund. Motion by White to approve a transfer from Long Range budget to General Fund for vital maintenance service contracts of permanent infrastructures, 2nd by Williams. Discussion followed regarding vital maintenance service contracts. Motion by Gronewold to table the previous motion until the departments can be contacted about all of the maintenance contracts for the COunty, 2nd by Finfrock. Motion carried.

3) Committee Comments/Suggestions:

4) Department Head Comments/Suggestions: None

5) Public Comment & Any Other Business: None

6) Adjournment: With no further Committee business, Chairman Gouker adjourned the meeting. Time: 4:38 p.m.

Respectfully submitted,
Tiffany O'Brien

Special Finance, Revenue & Insurance Committee
Tentative Minutes
October 7, 2011

1) Call to Order: Chairman Gouker called the meeting to order at 9:05 a.m. Present: White, Finfrock, Gronewold, Welty and Hopkins (left at 10:40). Others: Barnes, Kilker, Boes, Colbert, County Clerk Becky Huntley, Coroner Lou Finch, Treasurer John Coffman, County Engineer Curtis Cook, Assessor Jim Harrison, Health Dept. Administrator Doreen O'Brien, Focus House Director Mike Dale, Director of Court Services Greg Martin, Circuit Clerk Ron McDermott, Judge Robert Hanson, Judge Michael Mallon (arrived at 9:53) and Vinde Wells,. Absent: Williams.

2) Old Business: Gouker informed the Committee that Mr. Mudge will be attending the LR meeting for a presentation on the energy contracts; he suggested that the members attend LR if they have any questions or concerns. Coffman also stated that an additional $23,844 needs to be added into the Insurance line.

   FY 2012 Budget: White stated that as far as raises go, he feels that some employees need to be brought up to their minimum level on the Personnel Salary Schedule. Finfrock stated we need to get employees up to their salary level and look at cutting other areas of the budget. Huntley stated there needs to be a distinction between union and non-union employees because the Sheriff's contracts are already signed and reminded the Committee that roughly 20-30 employees make up the County's non-union staff. White stated if the union gives raises, then they have the possibility of lay-offs. Gouker distributed a salary comparison of 2011 with 2012. Welty stated that we have two options; reduction in service levels or money from reserve funds. Gouker said the public expects a certain level of services and we should also look at reduction of benefits. White stated payroll is the highest expense and health insurance is next. Hopkins stated it is too late to start discussing health insurance changes. Welty suggested looking into a 4 day work week or furlough days. White stated the 4 day week only affects some employees, not all and said he's not in favor of it due to small amount affected; he suggested reviewing vacation/sick days and employee health insurance contributions instead. Gouker said flexible work schedules would allow a 4 day work week without closing offices for a day and could be used in most departments. Huntley said of the $1.5 million deficit, $400,000 is new non-salary expenses; what are they? Finfrock asked if the 2012 proposal is the best estimate in each line by the department head. Boes asked if the requested salary amounts are actual dollar amount needed. Gronewold suggested giving the departments their bottom dollar amount and letting them distribute amongst their budget. Discussion was held regarding reopening union contracts. Gouker said we could request re-opening, but it is up to the unions and we should not tie budget cuts to a possible contract re-opening; it is not something we control at all; the County has to budget what is best for providing the best level of services to the taxpayers and residents of Ogle County. Welty questioned out-sourcing services. Gouker said the committee needs to discuss salary line items and then non-salary line items; instead of the other way around, as has been done in the past; dealing with salaries last then means all the balance of savings must come there.

   Finfrock questioned what the board impact was on union negotiations; Welty stated board only approves Sheriff and Health Dept. contracts. White questioned the need for the Rochelle courtroom; Judge Mallon stated the County does not incur that much cost with the Rochelle courtroom and it originally started many years ago so the City of Rochelle did not have to send its officers to Oregon. Judge Mallon said total costs could be more due to missed court dates and having to issue warrants. Finfrock questioned how dedicated funds affect the budget. Boes stated we will run out of a place to dip into very soon; that we don't have revenues to support pay raises. Discussion was held regarding savings if vacation schedule is reduced. Welty agreed with Gronewold's previous statement about reduction in bottom line per department and let the dept. head decide where to cut. Gouker asked the Committee to bring their scenarios for next Wednesday's meeting.

3) Committee Comments/Suggestions:

4) Department Head Comments/Suggestions: None

5) Public Comment & Any Other Business: None

6) Adjournment: With no further Committee business, Chairman Gouker adjourned the meeting. Time: 11:08 a.m.

Respectfully submitted,
Tiffany O'Brien

Finance, Revenue & Insurance Committee
Tentative Minutes
October 11, 2011

1) Call to Order: Chairman Gouker called the meeting to order at 5:42 p.m. Present: White, Finfrock, Gronewold, Hopkins, Williams and Welty. Others: Barnes, Simms, Kilker, Heuer, DeArvil, Sheriff Michael Harn, Treasurer John Coffman, Circuit Clerk McDermott, Solid Waste Director Steve Rypkema, Chief Deputy Michael Schabacker, Greg Query and Larry Callant.

2) Approval of Minutes – Sept. 13, 27, 29 and Oct. 6 & 7, 2011: Motion by Welty to approve the minutes as presented, 2nd by White. Motion carried.

3) Approval of Bills:
   - Treasurer: Motion by Hopkins to approve the bills in the amount of $3,407.16, 2nd by Welty. Motion carried.
   - Finance: Motion by Hopkins to approve the bills in the amount of $5,325.01, 2nd by Finfrock. Motion carried.

4) Reports:
   - Insurance:
     - Monthly Insurance Report: Mr. Query stated there is no current claims, however he was just informed about the New World server crash and will look into the coverage
     - Health Insurance: Mr. Query distributed a folder of information regarding the various items.

       Concierge Service: Mr. Query briefed the Committee regarding the Concierge service and the annual cost would be $7,920. It has an estimated return of 2:1 to 5:1. Mr. Query stated the penalty for not calling the service would be added to the amount the patient would pay by decreasing the insurance payment to doctor by $250. Gouker asked, since this service is performed by the same call center as the pre-certification call, if the Concierge service would automatically be recommended when one calls in for pre-certification, which would increase its use. Mr. Query said he would check to see. Rypkema questioned who would be responsible for the $3 monthly rate; Coffman stated it would be covered by the insurance fund line. Gouker reiterated it is not paid from the General Fund. Motion by Welty to recommend implementation of the Concierge service, 2nd by Williams. Gronewold questioned if there is tracking of who declined; Mr. Query stated the program is fairly new however he feels it should have reporting resources available. Gouker stated the County can terminate this program at any time. Motion carried.

       Wellness Programs: Welty asked if Mr. Query had any recommendation of the programs; he said overall he felt that Rochelle Community Hospital's program was good; however any wellness program carries a long term savings not immediate. Mr. Query stated the Tangerine Wellness focuses more on weight loss. Discussion continued on the implementation of a wellness program. Welty suggested tabling the Wellness programs till next year; Committee agreed.

       Deductible Options: Mr. Query stated the current deductible is $500 and he gave a brief description of a health savings account. The money contributed to a HSA is pre-tax and can carry over year after year. Discussion continued on the benefits of an HAS. Sheriff Harn stated the roll over option and the fact it is transferrable are huge selling points. White questioned if the County would contribute as well. Welty stated he is in favor of the HSA with an increase in deductible. White would like to explore the option more and get feedback from employees. Welty felt it has good opportunities for both employer and employee. Gouker stated that due to timing issues, we

look further into implementing it for 2013. Welty suggested continue to move forward with it and get it ready for implementation January 1, 2013.

Treasurer Coffman distributed the monthly aggregate report.

- Finance: No report
- Treasurer: No report

5) Review, Update & Planning Discussion:
   - Treasurer: Revenue/Property Tax/State Revenue Update: No report

6) Old Business:
   - Circuit Clerk Budget: McDermott stated he has the court order allowing usage of the dedicated funds for payroll; however he will still be roughly $3,000 short at the end of the year.
   - Supervisor of Assessment & Sheriff Department Budgets: Gouker reviewed the expenses through ten months and if there are not a lot of large, unexpected expenses before the end of November, the budget will have enough to cover these two shortages.
   - Early Retirement Plan: Gouker stated this discussion last week at a special Finance Committee budget meeting and it was voted to not offer next year. White stated that most employees cannot take the early retirement due to health insurance needs; he asked if there would be a way for employees who have time on the books to use as pre-tax funding toward health insurance premiums instead of being paid with after-tax dollars.

7) New Business: None

8) Committee Comments/Suggestions: None

9) Department Head Comments/Suggestions: None

10) Public Comment & Any Other Business: None

11) Adjournment: With no further Committee business, Chairman Gouker adjourned the meeting. Time: 6:59 p.m.

Respectfully submitted,
Tiffany O'Brien