

Rock Island County Board
Governmental Affairs Committee
March 7, 2011

The Governmental Affairs Committee of the Rock Island County Board met on Monday, March 7, 2011 in the conference room of the County Board Office. Chairperson Steve Ballard called the meeting to order at 4:00 PM.

Committee Members Present: Ballard, Banaszek, Jacobs, Mayberry, Moreno and Perez

Others Present: James E. Bohnsack, Sheriff Jeff Boyd, Captain Steve Dean, Captain Gerry Bustos, Captain Richard Fisher, Captain Bill Kauzlarich, Karen Kinney, John Brown, Don Johnston, Mike McColl and Nick Camlin

Motion: Mr. Jacobs moved, Mr. Moreno seconded to approve the minutes of the February 7th meeting. Carried.

Sheriff

Sheriff Boyd asked to address the Committee regarding the proposed Credit Card and Purchasing Procedure change to the Procedure Manual which has been forwarded to this Committee from the Administration Committee.

(Record) Sheriff Boyd expressed his concern regarding the existing procedure as well as the proposed changes.

- Page 28, third paragraph indicates that card privileges can be rescinded by the Auditor – he feels that should be up to the Elected Official or Department Head
- Page 29, Item A indicates that the Auditor determines which employees will be issued cards – he feels that should be up to the Elected Official or Department Head
- Page 30, Item C indicates that capital outlays over \$500 are prohibited. He advised that his operation is a 24/7 operation. Just this past month they had a garbage disposal go down that required obtaining emergency approval from the Board Chairman to purchase the replacement.
- Page 30, Item C also prohibits sending of various cards. Sheriff Boyd advised that he sends thank you's and Christmas Cards to various entities that generate revenue such as the US Marshalls and ICE. He feels that you must invest money to generate revenue.
- Page 30, Item C also prohibits honoring the staff that leave such as retirement. He feels that the County should allow costs for a retirement party item such as cake or pizza to honor those employees. As an elected office holder, he has been entrusted to make budgetary

decisions for his department and feels he must be able to run his department. This same item is in the purchasing procedures.

- Page 34, Item A Misuse of the Card indicates that the department head and auditor will work together to determine the appropriate disciplinary action. Sheriff Boyd does not feel it is appropriate to include another office holder in the disciplinary needs of his department and would be contrary to existing union contracts.

Sheriff Boyd stated that he feels the card should be referred to as a Debit Card instead of a Credit Card because it is a tool that allows access to his previously approved budget. The Card allows access to the appropriations granted. He pledged to turn in the receipts for purchases as quickly as they can. He does not believe these purchasing procedures are necessary. Sheriff Huff states that he believes the sending of get well and sympathy cards to employee is basic employee relations to show that we value our employees. He also feels that Administrative Professionals Day luncheons are vital to show how valuable this group of employees is to the organization. Sheriff Boyd also felt that the purchasing threshold should be \$5000 for elected officials and department heads instead of \$1000. He also asked about the requirement of using the Purchasing Department for items such as their squad cars. Sheriff Boyd was also concerned about the need to have a purchasing department employee check in deliveries at the Courthouse and Jail since they are 24/7 operations.

Chairman Bohnsack recommended sending the proposed policy back to the sub-committee with Sheriff Boyd's concerns. Chairperson Ballard agreed that the Sheriff's Department has special concerns with the 24/7 operation.

UCCI Training

The UCCI seminar in Dixon has been rescheduled for Friday, April 1st.

Credit Card/Purchasing Procedure

The Administration Committee forwarded the draft Credit Card and Purchasing Procedures revision. (Record)

Motion: Mr. Jacobs moved, Mr. Moreno seconded to return the revisions to the subcommittee with the Sheriff's input. Carried.

Motion: Mr. Jacobs moved, Mr. Moreno seconded to approve one transfer of appropriation. Carried.

Motion: Mr. Banaszek moved, Mr. Mayberry seconded to approve the claims. Carried.

County Clerk

Ms. Kinney presented the monthly vital records report indicating total revenue of \$31,205 for the month. She made it through the consolidated primary and is looking forward to the April 5th election where all vote centers will be open. The staff is working on overhauling the front counter. They have been working on customer courtesy and etiquette. Mr. Brown reported on the General Election to be held April 5th. This will include Black Hawk College Trustees, School District Members and some alderman seats. The deadline for voter's registration is March 8th. Grace period voting then begins on March 9th. Absentee vote begins March 14th. Civil Unions become available on June 1st.

Motion: Mr. Mayberry moved, Mr. Moreno seconded to approve the report.
Carried.

Economic Development

Chairman Bohnsack reported on a transmission line for DC power that is underway. Other development included construction of a new hotel and fitness center by the Airport. There is no action on QC Rail at this time and funding appears to be gone. Chairman Bohnsack recently made a trip to Washington DC to lobby for legislative needs of the Arsenal to include ASPI Language to continue the \$900,000 to \$1 million to the manufacturing center and changes to 4544 to require 50% of the Army's work to be done by Arsenals as it is depots currently. These changes are necessary to keep the nearly 9000 employees working.

IACO

Zone IV meeting is scheduled on March 26th in Ottawa. The most recent Counties at the Capital were in the packet.

Other

Due to a lack of interest, the Legislative Breakfast scheduled for March 21st has been postponed. The April meeting will be at 10 AM due to Student Government Day. Mr. Jacobs reported on the first meeting of the reapportionment committee. They have heard from four speakers and will begin the work of the committee at the March 14th meeting.

There being nothing further to discuss, the meeting was adjourned at 4:42 PM,

Shelly Chapman

(Minutes complete 03-07-11 at 9:50 PM)