

Executive Committee Meeting Report (submitted 4-16-12)
Saturday, April 14, 2012, 8:00 A.M., North Court Jury Room

Members present: Kippy Nelson, Dennis Anderson, Tim Wells, Roger Gradert, Rick Livesay and Bill Preston. Members absent: Ann DeSmith, Karen Urick and Jason Desplinter. Others present: Colleen Gillaspie.

Chairman Nelson called the meeting to order at 8:00 A.M.

Member Anderson made a motion to approve the agenda as printed, Member Wells seconded, all were in favor and motion carried.

Member Wells made a motion to approve the March 10, 2012 Executive Committee meeting minutes, Member Preston seconded, all were in favor and motion carried.

Mr. Leo Dion, HCEDP Director, and Ms. Jenny Garner, Community Development Extension Educator with U of I Extension, gave a presentation on a request for support for the creation of a Henry County Strategic Plan. Following approval, a strategic planning committee would be created utilizing recommendations from Mr. Dion and Ms. Cathy Foes, Henry County Tourism Bureau Director. There is no monetary commitment needed from the County to proceed with the requested endeavor. Member Gradert moved to recommend the County Board authorize the U of I Extension to create a strategic plan for Henry County, Member Wells seconded, all were in favor and motion carried. (see attached proposal)

The following Standing Committees presented information and/or an overview of reports to be submitted at the April 17, 2012 County Board meeting: Administration, Transportation and Communication. (see Committee reports) Finance Committee will meet Monday, April 16, 2012 at 5:00 p.m.

Under old business, the Committee reviewed draft #2 revised County Board Standing Committees. Member Preston gave an overview of the Communications Committee's opinion on the elimination of the Communications Committee. Member Preston made a motion to table the revisions to the County Board Standing Committees, motion failed for lack of a second. Member Gradert moved to recommend the current Standing Committee structure continue, Member Preston seconded, motion carried with Member Wells voting nay. The Committee believes the review process of the Standing Committee structure may have identified some necessary changes to the structure and will therefore plan to review the current document and recommend any potential revisions at the May meeting. As there were no changes to the Standing Committees there are no corresponding changes to the management chart.

Revised draft job descriptions for a Human Resource Associate and the County Administrator were reviewed and discussed. Member DeSmith had provided the revisions made to the revised draft job descriptions. It was noted that if a human

resource position was created as listed in the revised draft job description there would be no time for the position to provide secretarial support for the County Administrator. Member Wells moved to recommend the County Board approve the creation of the Human Resource Associate position at a salary range of \$30,000-\$31,000.00, eliminating the Deputy County Administrator position and using the original Human Resource Associate job description presented at the March meeting, as well as revising the County Administrator's job description, Member Preston seconded, all were in favor and motion carried. (see attached)

The recommended addition of the Human Resource Associate position and elimination of the Deputy County Administrator position requires a change to the management chart. Member Wells moved to recommend the County Board approve the revised management chart incorporating the revised County Administrator job description, the creation of the Human Resource Associate and the elimination of the Deputy County Administrator position, Member Preston seconded, all were in favor and motion carried. (see attached)

Under new business, it was noted that the Guide for Board Members contains information that is not stated in the Rules of the County Board. The Committee will review the Guide for Board Members to recommend potential additions to the Rules of the County Board at the May meeting.

A request for a letter of support for the Singer Mental Health Center expansion of services was discussed. The Committee agreed not to authorize a letter of support for one particular agency involved in the proposed State closures as Henry County uses various agencies. There was a consensus that approval of this support request may appear biased towards specific agencies.

A request for a letter of support regarding the Chicago-Omaha Passenger Rail Planning Study was discussed. This request was made by Bi-State Regional Commission to local agencies in their region. Member Livesay moved to authorize a letter of support for the Chicago-Omaha Passenger Rail Planning Study to be sent to Bi-State Regional Commission, Member Anderson seconded, all were in favor and motion carried.

Member Gradert moved to recommend the County Board authorize the resolution supporting the operation of the Rural Revolving Loan Fund, Member Wells seconded, all were in favor and motion carried. (attached)

There were no general comments were made from the Committee members.

Member Wells gave County Board Chairman comments.

The next regular Executive Committee meeting was set for Saturday, May 5, 2012, at 8:00 A.M., in the North Court Jury Room 102J, Henry County Courthouse.

With no further business, Member Wells moved to adjourn, Member Anderson seconded, all were in favor and motion carried. Meeting adjourned at 10:16 a.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator
