

COMMITTEE REPORT

COMMITTEE: Social and Environmental Committee
CHAIRPERSON: Brandon Behlke
DATE/TIME: November 19, 2015, 7:00 p.m.

PRESENT:

<input checked="" type="checkbox"/> Brandon Behlke	<input type="checkbox"/> Dan Hughes
<input checked="" type="checkbox"/> Bill Bingham	<input checked="" type="checkbox"/> Ron Smith
<input checked="" type="checkbox"/> Steve McIntyre	<input checked="" type="checkbox"/> Martin Werner
<input type="checkbox"/> Robert Heurman	

A quorum was established.

BOARD MEMBERS PRESENT:

OTHERS PRESENT: Phi Tran, Rich Machala, Angie Kaiser, Kathy Gable and Dan Reimer

1. Minutes Approval

- a) **Steve McIntyre made a motion to approve the minutes from the September 17, 2015. Seconded by Bill Bingham and motion passed.**

2. Citizens' Comments

3. Unfinished Business

- a) FY2014/FY2015 Strategic Goals & Plans – The two items remaining are: find funding for W.I.C. case management and completion of the Jo Daviess County Transit building expansion project; the committee revised the completion date to January 2016.
- b) Update on JDC Transit Building Addition Project – Angie Kaiser reported the Jo Daviess County Transit building is approximately 90% complete. Kaiser discussed that there was an issue with the installation of the in-floor heating in a portion of the Transit Building addition. To resolve this issue the contractor agreed to remove the concrete floor and re-install the in-floor heating system. The carpet has been installed. After the new addition is completed work will begin in the old portion of the building. Kaiser discussed the process for purchasing furniture which is in the FY2016 budget. JDC Transit Director Kathy Gable will work on bidding out the furniture. Kaiser reported that representatives from IDOT were on-site to review the project on November 18th. Kaiser has been working on a new brochure for the JDC Transit which is ready to go to print. The completion date for the project is scheduled for January 15th. Kaiser reviewed some of the personnel changes that have recently occurred; Kaiser will be leaving her PCOM position effective December 1st. The position requires more time than originally anticipated. Kaiser is also Chief Deputy County Clerk. The PCOM position description was updated and the position was posted. Rich Machala was hired as Jo Daviess County PCOM effective December 1st. Rich is the former JDC Transit Director and most recently has served as Acting Director since Roger Kelzer accepted another position with The Workshop. Kathy Gable was recently hired by The Workshop as the new JDC Transit Director. The committee reviewed pictures of the Transit Building project starting with site preparation work which began in April of 2015.

4. New Business

- a) Discussion and possible action on the purchase of furniture from the PTA account for the Transit Building Addition Project No action. The office furniture for the Transit Building is in the FY2016 budget and will be purchased after December 1, 2015.

- b) Discussion and possible action on establishing meeting dates and start time for the FY2016 Social & Environmental Committee meetings. **Steve McIntyre made a motion to approve the meeting dates and start times for the FY2016 Social & Environmental Committee meetings. Motion was seconded by Bill Bingham and motion passed.**

5. Staff Reports

- a) Jo Daviess Transit – Rich Machala noted that his report is in the Committee packet. Machala discussed that first and second quarter payments are being made despite the State’s budget impasse.
- b) Jo Daviess County PCOM – Angie Kaiser reported that her PCOM report is in the committee packet. The Committee thanked Kaiser for the excellent job she did serving as Jo Daviess County PCOM for past two years.
- c) Public Health – Nothing to report at this time.
- d) Mental Health Board – Nothing to report at this time.
- e) Other Boards – Nothing to report at this time.

5. Citizens’ Comments --

7. Board Member Concerns –

Motion to adjourn was made at 7:37 pm by Steve McIntyre, seconded by Ron Smith and motion passed.