

## COMMITTEE REPORT

**COMMITTEE:** Executive Committee  
**CHAIRPERSON:** Merri Berlage  
**DATE/TIME:** March 31, 2014 @ 7:00 pm  
**PRESENT:**

<input checked="" type="checkbox"/> Merri Berlage	<input checked="" type="checkbox"/> Randy Jobgen	<input checked="" type="checkbox"/> Jody Covert
<input type="checkbox"/> Steve Rutz	<input checked="" type="checkbox"/> Ron Smith	<input checked="" type="checkbox"/> RJ Winkelhake
<input checked="" type="checkbox"/> Margie Montelius	<input type="checkbox"/> Gerald Bennett	

Other Board Members:

Others: Dan Reimer, Kevin Turner, Melisa Hammer, Katherine Walker and Craig Ketelson

1. Minutes Approval – **Randy Jobgen made a motion to approve the March 03, 2014 committee meeting minutes. Seconded by Margie Montelius and motion passed.**
2. Citizens' Comments
3. Unfinished Business
  - a) Update from US EPA – Bautsch Gray site on Blackjack Road – Nothing new to report at this time.
  - b) Update on Jo Daviess County FOIA request – The Committee reviewed the updated list of FOIA requests.
  - c) Jo Daviess County Strategic Plan – FY2014 Executive Committee Goals – The Committee reviewed their strategic goals for FY2014 and changed the timeline for County Board Budget Workshops to state on-going.
  - d) Jo Daviess County Emergency Management Coordinator position – Ron Smith reported that he is working on this position.
  - e) Update from CVB Board (Hal Gilpin) regarding possible merger between the Galena/Jo Daviess County CVB and Visit Galena- This item will remain on the agenda.
  - f) Discussion and possible action regarding an agreement with Madelynn Wilharm for grant writing services - The committee reviewed the proposed consulting agreement with Madelynn Wilharm for grant writing services. The Committee agreed to change #4 in the Scope of Services to read "Wilharm will keep the County Administrator's designee/Department Head/appropriate committee apprised of all prospective grants available to County before any formal application process is undertaken." The committee agreed to also change #6 in the Scope of Services to read " Wilharm will provide monthly progress updates to County Administrator/Executive Committee, or as often as desired by County Administrator. The update may be verbal, written, or as parties agree." **Randy Jobgen made a motion to approve a consulting agreement with Madelynn Wilharm for grant writing services with changes as discussed to scope of services items #4 and #6. Seconded by RJ Winkelhake and motion passed.**
4. New Business
  - a) Discussion and possible action regarding a Resolution for Review of Current 911 Statutory Provisions - Jody Covert reported that this issue was forwarded through UCCI and Mike McCreery, Executive Director of UCCI is requesting all Illinois Counties to pass this resolution and to urge the Illinois General Assembly to review all

potential funding options for the continued viability of 911 Systems. **Randy Jobgen made a motion to approve a resolution for review of current 911 statutory provisions. Seconded by RJ Winkelhake and motion passed.**

- b) Discussion and possible action regarding a resolution to approve a position description for a Social Media Specialist and to amend the Jo Daviess County Pay Structure Schedule to include a Social Media Specialist - This item was combined with item 4c, see below.
- c) Discussion and possible action regarding a resolution to amend the Jo Daviess County Pay Structure Schedule to include the Emergency Management Coordinator position - The committee reviewed recommendations from Carlson Dettmann regarding the classification review requests for the Emergency Management Agency Coordinator position and the proposed Social Media Specialist position. **Margie Montelius made a motion to approve a resolution to amend the Jo Daviess County Pay Structure Schedule to include the Emergency Management Coordinator position and the Social Media Specialist position. Seconded by Jody Covert and motion passed with a nay vote by Randy Jobgen.**
- d) Discussion and possible action regarding the setting of elected official salaries - Berlage reported that by state statute the County is required to fix the compensation of certain elected County officials including the County Clerk and Recorder, County Treasurer, and the County Sheriff at least 180 days before the beginning of the terms of the officers whose compensation is to be fixed. The committee reviewed information on elected official salaries from 2009 - 2014. Berlage will compile information and comparables from other Counties and bring back to the next months committee meeting.

5. Citizens' Comments

6. Closed Session - **Margie Montelius made a motion to enter into closed session at 8:34 pm for the purpose of personnel section 2(c) 1 "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity". With topic of discussion: Reclassification review request for Chief Deputy position and Operations Lieutenant position. Seconded by RJ Winkelhake and motion passed. At 9:43 pm RJ Winkelhake made a motion to reconvene to open session. Seconded by Randy Jobgen and motion passed.**

7. Possible action as a result of closed session. There was no action as a result of closed session.

Merri Berlage stated the next meeting of the Executive Committee is scheduled for May 5, 2014.

Meeting adjourned at 9:44 p.m. following a motion made by Randy Jobgen and seconded by RJ Winkelhake, motion carried.