

MERCER COUNTY BOARD MINUTES

April 4, 2019

Board convened at 6:38 p.m.

Following the Pledge of Allegiance roll call showed the following members present: Board Members DeFrieze, Flowers, Frieden, Fullerlove, Gregg, Hare, Hawn, Moreland, Rind, and Sarabasa. There was a quorum present.

There was no public comment.

Motion to approve the consent agenda by Board Member Fullerlove seconded by Board Member Hare was approved by vote of the Board.

Carla Ewing and Al Zwilling spoke to the Board about the Mercer County Mental Health Action Program (MHAP). The program provides case management services to citizens of Mercer County with mental illness who have a barrier to successful treatment or stabilization of their illness. MHAP uses a wholistic approach to treating mental illness by establishing a mental health provider, building a bridge to primary medical care, and managing medications. MHAP also assists with insurance, housing, food, transportation, and employment applications. She stated that 20-30% of their clients have transportation, housing, and food issues. Approximately 75% of the clients did not have a mental health provider at the time of referral to MHAP. The MHAP grant was received in July 2018 and preparations started in August 2018 for a start date of October 1, 2018. Carla advised the Board that the program has grown by leaps and bounds since its inception. By the end of the first month they had 30 referrals, which is the number they had planned for a year. To date, the program has had 91 referrals. In order to be accepted into the program, an individual must have a mental health diagnosis. The amount of assistance provided varies from person to person. A case management worker also visits the schools at least once a week, with her primary focus being the Jr. High. Carla mentioned that there are a number of homeless clients – living in their cars or bouncing from friend to friend. MHAP assists people in finding housing, but does not supply the housing itself. Board Member Fullerlove advised her to contact Project Now as he is on that board and there is money available to place homeless people in shelters. Board Member DeFrieze asked if drug use plays a role in the homeless issue and if there are steps in place to guard against it. Al Zwilling reported that there is a 2-hour intake process to join the program and drug tests are administered. He stated that some clients are combating drug abuse, but as long as they are making progress in the program and following the guidelines they can remain in the program. The program uses a consortium approach. They are hoping that the grant will have long-term sustainability, which means they are actively researching ways to fund the program through public and private sources. The MHAP grant was a nationwide competition – 26 programs were chosen in the United States to receive the grant. Of those, 11 are focusing on mental health. Mercer County's program is the only one to use a nurse navigation model. As such, the MHAP program is being closely watched as a model for similar programs throughout the country.

Mia Frommelt spoke to the Board regarding the Policies and Procedures Manual drafted by Bohnsack & Frommelt. She stated that the manual is required in order for the County to continue receiving federal grant funds. She informed the Board that the manual needed to be approved by May 1st. Carla Ewing advised the Board that much of the manual presented included policies and procedures currently in place at the Health Dept. Discussion ensued as to what would happen if the Board

approved the manual and subsequently had changes to same. Mia advised the Board that the manual could be amended at any time. State's Attorney Lee advised the Board that she had reviewed the manual and she recommended that it be approved. Motion to approve the Policies and Procedures Manual as presented by Board Member DeFrieze seconded by Board Member Gregg was approved by vote of the Board.

Chairman Sarabasa then asked Mia Frommelt to update the Board as to their discussion regarding the ongoing time clock issue. Mia reported that she and Holly had spoken to each of the department heads and gathered information on how time was reported for employees per department. She reported that there is redundancy between the departments and the payroll office and a time clock system may alleviate that issue. She stated that there are systems that can be employed County-wide that could cut down on such redundancies. Discussion ensued regarding costs of such a system, staff shortages, and the possibility of cross-training between departments to combat those shortages. Chairman Sarabasa advised the Board that Bohnsack & Frommelt and Board Member DeFrieze will be researching time clock options (costs, etc.) and report on their findings at the May meeting. Clerk Blaser asked if the new system would be compatible with the payroll software currently in place in the County, and if she was to continue with the setup of time tracking capabilities within the payroll system. Mia advised her to move forward as planned. Chairman Sarabasa requested that the issue be placed on the May agenda as a non-action item.

Motion to approve claims by Board Member Fullerlove seconded by Board Member Sarabasa was approved by roll call vote of the Board – 10 ayes, 0 nays. The claims presented for payment on April 15, 2019 are as follows: General Corporate \$65,215.67, Public Health \$12,648.00, Veterans/Bogardus \$93.51, Community Mental Health \$18,250.00, County Highway \$28,586.51, Federal Aid Matching \$2,236.16, Township Motor Fuel \$42,456.04, Motor Fuel \$53,907.84, Animal Control \$1,311.42, Pet Population \$1,856.08, Law Library \$1,022.78, Liability Insurance \$7,794.76, Probation Fees \$3,684.03, Circuit Clerk Document Storage \$116.96, Drug Crime Lab \$75.00, Assessor-GIS \$836.91, and GIS Clerk \$178.64 for a total of \$240,270.31.

Motion to approve the Resolution for Maintenance Under the Illinois Highway Code (Emergency Rock Resolution) made by Board Member Gregg seconded by Board Member Fullerlove was approved by vote of the Board. Motion to approve the Circuit Clerk's Civil and Criminal Fee Resolution made by Board Member DeFrieze seconded by Board Member Fullerlove was approved by vote of the Board.

In other business, Montie Schell addressed the Board regarding ongoing PBC projects at the Courthouse. He advised the Board that the process to construct a lactation room has begun. By law, the room must be available for us on June 1st. He stated that the boiler had been repaired and that there are some repairs to make in the Circuit Clerk's office (radiator and wall) after the boiler is shut down. He informed the Board members that there will be a meeting with Trees Forever on April 10th at the Annex regarding tree replacement. State's Attorney Lee suggested that Montie reach out to Chad Pregracke with Living Lands and Waters regarding tree replacement. Montie also gave an update to the Board regarding the proposed Courthouse elevator repair project. He presented the Board members with packets from a consultant who evaluated the current elevator. He stated that he is seeking bids for the elevator project on either a "per foot" or a "not to exceed" basis. He also stated that he has been in contact with local banking institutions gathering loan information, as well as researching grant opportunities to assist in funding the project. He will be meeting with department heads again to construct a plan in case the elevator does breakdown (i.e. where court would move to, etc.). Ideally, he would like to have the project finalized by July so that construction at the Courthouse

could take place in November and December when Courthouse traffic is minimal. He stated that there would not be an election held in November so construction would not adversely affect voters/voter turnout.

Motion to adjourn to Tuesday, May 7th at 6:30 p.m. by Board Member Sarabasa was seconded by Board Member DeFrieze and was approved by vote of the Board at 8:02 p.m.