

UPCOMING MEETINGS

for the **FORD COUNTY BOARD**

Tuesday, Sept. 5, 2023

7:00 A.M. Highway Committee Meeting – Highway Department in Roberts

Wednesday, Sept. 6, 2023

9:00 A.M. Sheriff Committee Meeting – Sheriff's Boardroom at the Jail

Thursday, Sept. 7, 2023

9:00 A.M. Finance Committee Meeting – Small Courtroom in Courthouse

Monday, Sept. 11, 2023

7:00 P.M. County Board Meeting – Sheriff's Boardroom at the Jail



Notes:

- Courthouse will be *CLOSED* on Monday, September 11, 2023 for Labor Day.

COUNTY CLERK & RECORDER'S OFFICE

To the Chairman of the County Board of Ford County:

I, Amy Frederick, County Clerk and Recorder, in and for the County of Ford and State of Illinois, respectfully present the following report of all the fees and emoluments of my office, for the month of **July 2023** and during the month where I state the gross amount of all fees.

COUNTY CLERK

REVENUE FOR THE MONTH	RECORDING FEES	VITAL RECORDS	MISC FEES	COUNTY TAX STAMPS 1/3	TAX CLERK FEES	COUNTY CLERK REVENUE	DEDICATED FUNDS AUTO REC. FEE (RSSA)	DEDICATED FUNDS AUTO VITAL FEE (VRSSA)	GIS	DOMESTIC VIOLENCE FUND (DVF)	RENTAL HOUSING SURCHARGE (RHSP)	DSC	DELINQUENT TAXES COLLECTED
Dec-22	4,753.00	1,366.00	611.25	2,283.50	258.00	9,271.75	2,528.00	284.00	4,550.00	5.00	1,548.00	224.00	3,541.68
Jan-23	5,002.00	1,616.00	2,801.00	4,306.50	430.00	14,155.50	3,587.00	368.00	4,777.00	15.00	1,620.00	408.00	17,455.08
Feb-23	3,999.00	1,965.00	1,194.00	3,654.00	2,838.00	13,650.00	4,640.00	538.00	3,811.00	5.00	1,323.00	800.00	58,340.40
Mar-23	4,495.00	2,006.00	1,935.42	3,659.75	2,752.00	14,848.17	2,386.00	474.00	4,302.00	5.00	1,503.00	492.00	51,890.54
Apr-23	3,068.00	1,366.00	1,567.49	2,162.50	1,290.00	9,453.99	2,721.00	332.00	2,950.00	35.00	1,035.00	384.00	40,646.61
May-23	4,449.00	2,078.00	3,252.82	2,563.75	1,118.00	13,461.57	3,957.00	512.00	4,259.00	75.00	1,494.00	672.00	189,929.59
Jun-23	4,118.00	1,506.00	934.00	3,305.75	860.00	10,723.75	2,218.00	354.00	3,975.00	30.00	1,395.00	400.00	34,420.82
Jul-23	5,212.00	1,752.00	1,232.25	4,577.25	344.00	13,117.50	5,149.00	374.00	5,150.00	45.00	3,546.00	372.00	10,114.68
Aug-23						0.00							
Sep-23						0.00							
Oct-23						0.00							
Nov-23						0.00							
MID-YEAR	25,766.00	10,397.00	11,361.98	18,630.00	8,686.00	74,840.98	19,819.00	2,508.00	24,649.00	140.00	8,523.00	2,980.00	361,803.90
TOTAL	35,096.00	13,655.00	13,528.23	26,513.00	9,890.00	98,682.23	27,186.00	3,236.00	33,774.00	215.00	13,464.00	3,752.00	406,339.40

61.68% = Percent of estimated revenue generated for year to date.

Total Estimated Revenue = \$ 160,000.00 Actual Office Revenue = \$ 98,682.23

Dedicated Funds = \$ 30,422.00
 Supervisor of Assessments = \$ 33,774.00
 State & Tax Buyers = \$423,770.40
Total Receipts = \$586,648.63

STATE OF ILLINOIS }
 COUNTY OF FORD }

I, Amy Frederick, do solemnly swear that the foregoing account is in all respects just and true according to the best of my knowledge and belief, and that I have neither received directly or indirectly nor directly or indirectly agreed to receive or be paid for my own or another's benefit, any money, article or consideration than therein stated, nor am I entitled to any fee or emolument for the period therein mentioned, other than those specified.

Submitted this 1st day of August 1, 2023.

 Ford County Clerk & Recorder

MONTH END REPORT
July 2023

TOTAL DEATH INVESTIGATIONS	16
TOTAL RESIDENT DEATHS	15
TOTAL NON-RESIDENT DEATHS	1
Past Inquires or <u>Inquests Pending</u>	0
Inquires Pending this month	0
1) Natural Death Investigations	15
2) Undetermined Death	0
3) Suicide	1
4) Homicide	0
5) Accidental Death	0
5a) Accidental Motor Vehicle Death	0
5b) Accidental Drug or Alcohol Death	0
AUTOPSIES	
TOXICOLOGY	
EXTERNAL EXAMINATIONS	3
HOSPICE CASE-----	12
INQUESTS CONDUCTED	0
CREMATION PERMITS INVESIGATED AND ISSUED	9
NOTIFICATIONS FOR OTHER COUNTIES	
ORGAN & TISSUE DONATION	0
INVESTIGATIONS RETURNED TO THE MEDICAL PROFESSION	0
CREMATION PERMIT FEES RECIEVED	\$ 700.00
REPORT FEES	.00
MISC.FEES (Grant)	.00
INVOICES RECEIVED	00.00
TOTAL REVENUE	\$ 700.00

RESPECTFULLY SUBMITTED,



BRANDON RODERICK
FORD COUNTY CORONER

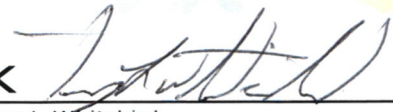


**FORD COUNTY OFFICE OF EMERGENCY
MANAGEMENT
200 W State Street Room B-5
Paxton, IL 60957
Phone 217-379-9415**

Activity Report for 01 Jul. 2023 to 31 Jul 2023

- 01 July 2023 Ford County Fair (Melvin)
Burr Oaks Annual Tractor Drive (Sibley)
- 04 July 2023 EMA Booth Pells Park (Paxton)
Sibley 4th of July Parade
- 05 July 2023 Ford County Highway Committee Meeting (Roberts)
- 10 July 2023 Ford County Finance Committee (Paton)
Ford County Insurance & Personnel (Paxton)
Ford County Board Meeting (Paxton)
- 11 July 2023 Starcom Radio Drill (Paxton)
- 12 July 2023 Ford County EMA Training
- 21 July 2023 FEMA / IEMA Recovery /Resilience Webinar (Paxton)

This report was Respectably submitted by:

X 

Terry L. Whitebird
Ford County EMA

Ford County Highway Committee Minutes

The Ford County Highway Committee met on August 8, 2023 at the Ford County Highway Department in Roberts, Illinois.

Present at this regular scheduled meeting were Chairman Tim Nuss, Ann Ihrke, Lesley King and Carson Vaughn. County Engineer Greg Perkinson was also present. Mr. Nuss called the meeting to order at 7:00 a.m.

Mrs. Ihrke moved to accept the Agenda. Seconded by Mrs. King. Motion passed.

First on the agenda was the review of the July 5, 2023 minutes. Mrs. King moved and Mr. Vaughn seconded the motion that they be approved. Motion passed.

There was no public comment.

July bills were read and presented by Mr. Perkinson. Mr. Nuss moved and Mrs. Ihrke seconded the motion to send the bills and present to Finance Committee.

The committee then reviewed the fund balance report and the highway appropriations and expenses report.

Under old business the following items were discussed:

Mr. Perkinson informed the committee of the activities at the County Highway Department during the month of July and will provide a written report for the full board.

New Business:

Next Meeting will be September 5, 2023 at 7:00 a.m.

Resolutions:

- Discussed Intergovernmental Agreement Between Ford and Iroquois County Highway Departments. Mrs. Ihrke moved and Mrs. King seconded the motion to present to the full board for approval.

Public Comment:

Having no further items to discuss, Mr. Vaughn moved to adjourn at 7:55 am, seconded by Mrs. King. Motion passed.

FORD COUNTY PROBATION AND COURT SERVICES

Stats for July 2023

JULY of 2023

ADULTS:

<u>Active Caseload</u>		<u>Administrative Cases</u>	
Felony Cases	70	Active	98
Misdemeanors	18	Warrants	144
DUI Cases	14	TOTAL	242
Traffic Cases	1		
TOTAL	103		

JUVENILES:

<u>Active Caseload</u>		<u>Administrative Cases</u>	
Probation	7	Active	1
Cont'd Supervision	1	Inactive	1
Informal	9	TOTAL	2
Other	0		
TOTAL	17		

PUBLIC SERVICE:

<u>Adults</u>		<u>Juveniles</u>	
Cases	47	Cases	9
Hours	143	Hours	20
TOTAL CASES:	56		
TOTAL HOURS:	163		

RESTORATIVE JUSTICE / DIVERSION:

Intakes this month	4		
Cases reviewed this month	4		
Active Conference/Diversion Cases	2	Status Offenses /9 Juv. Diversion	

INVESTIGATIONS:

PSI's ordered	3	PSI's completed	3
Record Checks completed	0		

INTAKES:

Adults:	4	Juveniles:	4
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ELECTRONIC MONITORING / GPS:

Adults:	7	Juveniles:	0
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CONTACTS FROM POLICE AND / OR CLIENTS AFTER HOURS:

Police	6	Clients	1
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HOME / SCHOOL VISITS CONDUCTED DURING THE MONTH:

Home:	1	School	0
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RESTITUTION / COMMUNITY SERVICE COMPLETED:

Restitution collected this month: \$3536.12

Community Service collected:

Adults:	143	Juveniles:	20
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JULY 2022(Same month last year)

ADULTS:

<u>Active Caseload</u>		<u>Administrative Cases</u>	
Felony Cases	53	Active	80
Misdemeanors	17	Warrants	146
DUI Cases	20	TOTAL	226
Traffic Cases	5		
TOTAL	95		

JUVENILES:

<u>Active Caseload</u>		<u>Administrative Cases</u>	
Probation	5	Active	14
Cont'd Supervision	0	Inactive	1
Informal	0	TOTAL	15
Other	2		
TOTAL	7		

PUBLIC SERVICE:

<u>Adults</u>		<u>Juveniles</u>	
Cases	58	Cases	10
Hours	6607	Hours	265
TOTAL CASES:	68		
TOTAL HOURS:	6872		

VIOLATIONS:

Adult:	4	Juveniles:	0
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COMMUNITY MEETINGS ATTENDED THIS MONTH:

Ford County Finance Meeting ROSC Meeting IPCSA Mtg
Ford County Board Meeting CMO Mtg 11th Circuit Veterans Court
Ford County Insurance and Personnel Meeting

TRAININGS / PRESENTATIONS COMPLETED DURING THIS MONTH:

Supreme Court Training
IPCSA Leadership Training

TOTAL NUMBER OF HOURS WORKED OUTSIDE MON. - FRI. 8:30 - 4:30: 17

<u>OFFICER CASELOAD</u>	<u>ADULTS</u>	<u>JUVENILES</u>	<u>PRE-TRIALS</u>
Jennifer Anderson	118	1	
Mallory Lithgow	22	13	
Rocky Marron	43	3	34
Ariel Brucker	20	1	
Warrant Status	143	1	

INTAKES THIS MONTH:

<u>Adult:</u>		<u>Juvenile:</u>	
Felony Cases	1	Probation	0
Misdemeanors	1	Cont'd Supervision	0
DUI Cases	2	Informal	4
Traffic Cases	0	Other	0
TOTAL	4	TOTAL	4

CONFINEMENTS:

Juvenile Detention	0		
IDOC Commitments	2		
Group Home		Adults: 0	Juveniles: 1
Residential Substance Abuse Treatment:		Adults: 6	Juveniles: 0

ADULT PROGRAMS ORDERED THIS MONTH:

COMPLETED THIS MONTH:

Alcohol / Substance Abuse Assessment	3	1
DUI Assessment	0	0
Alcohol / Substance Abuse Treatment	0	0
DUI Education / Treatment	1	0
Victim Impact Panel	2	0
Cognitive Classes	0	1
Anger / Domestic Abuse Classes	0	0
Mental Health	1	1
Sex Offender Treatment	0	0
Parenting Classes	0	0
Psychiatric / Psychological Assessment	0	0
Traffic School	0	0



Ford County Public Health Department

Lana Sample, MS
Public Health Administrator

August 2023 Ford County Board Report

- FCPHD is in the middle of mosquito testing for this year.
 - There has been a West Nile Virus positive mosquito in the Piper City area.
- School Vision and Hearing Screens will begin once schools are in session.
- In the process of filling our Communicable Disease Nurse position that recently opened up
- The Senior Service Specialist position has been filled and she is in training.
- Next Board of Health meeting is September 19
- Employee trainings for 2023: Bloodborne Pathogens, Digital Security and Protection

I have accepted a position out of State and will end my full-time employment with Ford County Public Health Department at the end of August. I will be staying on part-time to assist in the interim.

Lana Sample, Administrator

The Ford County Public Health Department does not discriminate in admission to programs or treatment of employment in programs or activities in compliance with the Illinois Human Rights Act; the U.S. Civil Rights Act; Section 504 of the Rehabilitation Act; the Age Discrimination Act; the Age Discrimination in Employment Act; and the U.S. and Illinois Constitution. If you feel you have been discriminated against, you have the right to file a complaint with the Illinois Department of Aging; for information call 1-800-252-8966 (Voice & TDD), or contact Ford County Public Health Department at 1-217-379-9281

235 North Taft Street • Paxton, Illinois 60957 • Phone: 217.379.9281 • Fax: 217.379.2802
E-mail address: info@fordcountyphd.org • Website: www.fordcountyphd.org

FORD COUNTY SHERIFF'S OFFICE

JULY 2023

ACTIVITY SUMMARY REPORT

INCOME RECEIVED

\$26,520.00 – Boarding	\$845.00 – Civil Process	\$62.50 – Arrestee Medical Fund
\$ 4,032.33 – Inmate Phones	\$116.47 – Transport Reimbursement	\$ 2.46 – Misc. Reimbursements
\$ 3,333.34 – Contracts	\$ 65.00 – Report Requests	

TOTAL FOR THE MONTH OF JULY

\$34,977.10

FY23 TOTAL TO DATE

\$341,213.22

TRAFFIC ACCIDENTS- 09

WARNING CITATIONS-17

TRAFFIC CITATIONS-24

12 – Speeding	02 – DUI/Alcohol	01 – No Driver's License
02 – Fail to Reduce Speed	01 – Squealing/Screeching Tires	
02 – Operating Uninsured Vehicle	01 – Driving without Headlights	
02 – No Valid Registration	01 – Failure to Report Accident	

FIELD INCIDENT/COMPLAINT REPORTS

25 – Civil/Non-criminal complaints	06 – Motorist assist	02 – Theft
13 – Other agency assists	04 – E911 hang-up	01 – Trespassing
13 – Investigation follow-up	04 – Noise complaint	01 – Stolen vehicle
11 – Suspicious Activity/Person	03 – Suicide threat	01 – Missing person
09 – Domestic dispute	03 – Custody dispute	01 – Juvenile complaint
09 – Welfare check	03 – Road hazard	01 – House check
08 – Security alarm check	02 – Harassment	01 – Property found
04 – Suspicious vehicle	02 – Animal complaint	01 – Damage to property

CIVIL PROCESS ACTIVITY (SERVICES/ATTEMPTS)

Court Summons: 49/62 Warrants: 26

FORD COUNTY INMATES TOTAL MANDAYS TO DATE (7316)

Monthly Ford County Inmate Mandays: 1086

RESOLUTION 23-

WHEREAS, there currently being one vacancy for the position of full time Deputy Clerk, in the office of the Ford County Probation and Court Services Department, and

WHEREAS, due to Resolution 15-14-Resolution of the Ford County Board Enforcing a Hiring Freeze, it is necessary to receive approval to hire: and

WHEREAS, that said position will be paid from the Probation's General Fund No. 01-04-400.6; and

WHEREAS, the position has been previously budgeted for in the FY 2023 Budget.

THEREFORE BE IT NOW RESOLVED, that the Ford County Probation and Court Services Department be given permission to hire one full time Deputy Clerk, to replace the position now vacant.

Date: August 14, 2023

Debbie Smith
Ford County Board Chairman

Attest: Amy Frederick
Ford County Clerk & Recorder

FORD COUNTY BOARD
FORD COUNTY, ILLINOIS

IN RE THE MATTER OF) FORD #DD27
UNION DRAINAGE DISTRICT NO. 1 OF THE)
TOWNSHIPS OF PELLA AND BRENTON IN FORD)
COUNTY, ILLINOIS)

APPOINTMENT

I, Debbie Smith, do hereby appoint RONALD D. BORK, 1642 East 2200N Rd, Piper City, IL 60959, to the Office of Drainage Commissioner of Union Drainage District No. 1 of the Townships of Pella and Brenton in Ford County, Illinois, of Ford County, Illinois, for the term to expire on the first Tuesday of September, 2026, or until his successor is appointed and has qualified, subject to approval of the Iroquois County Board.

CONFIRMATION OF APPOINTMENT

On the ____ day of _____, 2023, the Ford County Board did, by vote of its members, approve the appointment of RONALD D. BORK, by the Chairman of the County Board, to the office of Drainage Commissioner of the above named District, for the term to expire on the first Tuesday of September, 2026, or until his successor is appointed and has qualified.

Dated this ____ day of _____, 2023.

FORD COUNTY BOARD

BY: _____
Chairman of the Board

ATTEST:

County Clerk

Prepared By:
MARTENSEN, NIEMANN, & GALVIN, LLC
Heather K. Clauss (6315995)
Attorney for Drainage District
130 W. Cherry Street, P.O. Box 319
Watseka, Illinois 60970
(815) 432-1131

FORD COUNTY BOARD
FORD COUNTY, ILLINOIS

IN RE THE MATTER OF)
WALTON DRAINAGE DISTRICT OF FORD COUNTY, ILLINIOS) FORD #DD18
)
)

APPOINTMENT

I, Debbie Smith, do hereby appoint DOUGLAS W. NIEWOLD, 920 N 1600E Rd, Loda, IL 60948, to the Office of Drainage Commissioner of Walton Drainage District of Ford County, Illinois, of Ford County, Illinois, for the term to expire on the first Tuesday of September, 2026, or until his successor is appointed and has qualified, subject to approval of the Iroquois County Board.

CONFIRMATION OF APPOINTMENT

On the ____ day of _____, 2023, the Ford County Board did, by vote of its members, approve the appointment of DOUGLAS W. NIEWOLD, by the Chairman of the County Board, to the office of Drainage Commissioner of the above named District, for the term to expire on the first Tuesday of September, 2026, or until his successor is appointed and has qualified.

Dated this ____ day of _____, 2023.

FORD COUNTY BOARD

BY: _____
Chairman of the Board

ATTEST:

County Clerk

Prepared By:
MARTENSEN, NIEMANN, & GALVIN, LLC
Heather K. Clauss (6315995)
Attorney for Drainage District
130 W. Cherry Street, P.O. Box 319
Watseka, Illinois 60970
(815) 432-1131

FORD COUNTY BOARD
FORD COUNTY, ILLINOIS

IN RE THE MATTER OF
SUGAR CREEK DRAINAGE DISTRICT OF FORD COUNTY, ILLINOIS

)
) FORD #DD33
)
)

APPOINTMENT

I, Debbie Smith, do hereby appoint DEAN A SWAN, 136 N 2300 E Rd, Paxton, IL 60957, to the Office of Drainage Commissioner of Sugar Creek Drainage District of Ford County, Illinois, of Ford County, Illinois, for the term to expire on the first Tuesday of September, 2026, or until his successor is appointed and has qualified, subject to approval of the Iroquois County Board.

CONFIRMATION OF APPOINTMENT

On the ____ day of _____, 2023, the Ford County Board did, by vote of its members, approve the appointment of DEAN A SWAN, by the Chairman of the County Board, to the office of Drainage Commissioner of the above named District, for the term to expire on the first Tuesday of September, 2026, or until his successor is appointed and has qualified.

Dated this ____ day of _____, 2023.

FORD COUNTY BOARD

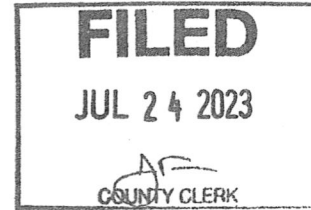
BY: _____
Chairman of the Board

ATTEST:

County Clerk

Prepared By:
MARTENSEN, NIEMANN, & GALVIN, LLC
Heather K. Clauss (6315995)
Attorney for Drainage District
130 W. Cherry Street, P.O. Box 319
Watseka, Illinois 60970
(815) 432-1131

July 7, 2023



Ms. Debbie Smith
Chairperson, Ford County Board
Ford County Courthouse
200 West State Street
Paxton, Illinois 60957

Dear Ms. Smith:

The Paxton Area Fire Protection District Trustees are very happy to announce Mr. Brian Funk has accepted the offer to complete the unexpired term of office currently held by Carl Hudson and previously advised the Board of his resignation, effective September 1, 2023.

Mr. Funk is a life long resident of Ford County and possess a strong business background. We feel that he will be an excellent trustee.

Please acknowledge your acceptance by mail to: Carl Hudson
PO Box 70
Paxton, Il 60957

We will need your assistance to document our action for our records and provide information for the bonding of Mr. Funk.

Thank You.

A handwritten signature in cursive script that reads "Carl Hudson". The signature is written in dark ink and is positioned above the printed name.

Carl Hudson,
Trustee, Paxton Area Fire Protection District.

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE FORD COUNTY HIGHWAY DEPARTMENT AND THE
IROQUOIS COUNTY HIGHWAY DEPARTMENT**

This Intergovernmental Agreement (referred to as the "Agreement") is entered into on this _____ day of _____, 2023 by and between the FORD COUNTY HIGHWAY DEPARTMENT AND THE IROQUOIS COUNTY HIGHWAY DEPARTMENT. See attached listing of names Ford County Highway Department and Iroquois County, herein referred to as "UNIT(S)", that have approved this agreement and adopted the same in a manner as provided by law.

WHEREAS, the HIGHWAY DEPARTMENTS OF FORD COUNTY AND IROQUOIS COUNTY desire to set forth their agreement regarding the exchange of manpower and equipment; and;

WHEREAS, the 1970 Illinois Constitution (Article VII, Section 10) and the Illinois Compiled Statutes (5 ILCS 220/1 et. seq.) provide authority for intergovernmental cooperation; and

WHEREAS, each of the "Units", both individually and severally, own various and different types of heavy mechanical equipment, including but not limited to trucks, trailers, graders, end loaders and other types of equipment not owned by other "Units"; and

WHEREAS, the exchange of manpower and equipment contemplated herein will aid the County Highway Departments and is providing respective services that are obtained more effectively and economically by joint efforts and resources. Such cooperation will be in the best interest of the residents of each "Unit".

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **TERM:** this agreement shall begin on _____, 2023 and terminate December 31, 2023. Any party may terminate this Agreement by providing sixty (60) days written notice to the other Unit(s).
2. **EXCHANGE OF MANPOWER AND EQUIPMENT:** The County Highway Departments agree to exchange manpower and equipment at such times and places as may be desirable and convenient. Notwithstanding anything in the agreement to the contrary, neither Unit shall be obligated to provide any manpower or equipment unless, at the sole discretion of the providing Unit, such manpower or equipment is available and appropriate for such use. There shall be no penalty or liability for declining a request to provide manpower or equipment.
3. **WAIVER OF CLAIMS AND SAVE AND HOLD HARMLESS:** each Unit to this agreement waives all claims against the other party for all losses and damage arising out of or caused by the other Unit's performance or failure to perform under this agreement. Each Unit to this Agreement hereby agrees to save and hold harmless and defend the other Unit and its officials and employees from and against all claims for loss, damage, injury or death arising out of acts, efforts or commissions caused or attributable to its own employees. Each Party to this Agreement agrees to save and hold harmless the other Unit from and against all claims for liability arising under the Illinois Worker's Compensation Act or the Illinois Occupational Disease Act for injuries to its own employees.

4. MINIMUM INSURANCE REQUIRED: each Unit to this Agreement shall, during the entire term hereof, procure and maintain sufficient coverage on the following, (or have proof of membership in a risk pool which contains essentially the following), or if self-insured, have financial evidence providing for the following:
 - a. Subject to paragraph (f) below, comprehensive general liability insurance with limits of not less than one million dollars (\$1,000,000.00);
 - b. Subject to paragraph (f) below, show official's' liability insurance with limits of not less than one million dollars (\$1,000,000.00);
 - c. Subject to paragraph (f) below, public officials' liability insurance, applicable to all elected and appointed officials, insuring the acts and omissions of such officials, with limits of not less than one million dollars (\$1,000,000.00);
 - d. Subject to paragraph (f) below, automobile liability insurance with limits of not less than one million dollars (\$1,000,000.00);
 - e. Subject to paragraph (f) below, workers' compensation insurance in accordance with Illinois Law.
 - f. If self-insured or member of a risk pool, an umbrella excess liability insurance policy, or some other form of acceptable financial guaranty, for not less than five million dollars (\$5,000,000.00) aggregate for all the above. Each Unit will provide the other Unit upon request, certificate of insurance in a form acceptable to the requesting Unit, evidencing the existence of such insurance or equivalent protection.
5. COSTS: the Unit providing manpower and equipment assumes and agrees to pay all compensation for any of its personnel and all equipment costs associated with assisting the other Unit, including but not limited to wages, compensation or overtime hours of employment, medical payments due to injury, death benefits and damage to its own property or equipment. No Unit shall be reimbursed by the other Unit to this Agreement, except as provided in Paragraph 3, of this Agreement.
6. NOTICES: Notices shall be deemed delivered a) when delivered if by personal delivery, b) as indicated on the receipt when mailed US Postal certified mail, return receipt requested or c) as indicated on the receipt when delivered by a reputable private overnight mail or delivery firm, and, other than personal delivery, shall be delivered to the Units at their following addresses:
 - a.) Ford County Board Chairperson
305 N. Highway 54
Roberts, IL 60962
 - b.) Ford County Engineer
305 N. Highway 54
Roberts, IL 60962
 - c.) Iroquois County Board Chairperson
1747 IL1
Watseka, IL 60970
 - d.) Acting Iroquois County Engineer
 - e.) 1747 IL1
Watseka, IL 60970

THIS AGREEMENT will be governed by the laws of the State of Illinois as to interpretation and performance.

IN WITNESS WHEREOF, the "Units" set their hands on the date written below:

Ford County Board Chairperson

By: Debbie S. [Signature] Date: _____

Ford County Engineer

By: _____ Date: _____

Iroquois County Board Chairperson

By: _____ Date: _____

Acting Iroquois County Engineer

By: _____ Date: _____

RESOLUTION -

FORD COUNTY, ILLINOIS

RESOLUTION ADOPTING RISK MANAGEMENT PROGRAM

WHEREAS, FORD COUNTY (County) shall have in operation a comprehensive Risk Management Program which shall reduce or prevent the County's exposure to liability; and

WHEREAS, The Illinois Local Government and Governmental Employees County's Risk Management/Tort Avoidance Program Immunity Act (745 ILCS 10) provides for a County to levy a tax which when collected will pay the cost of risk care management; and

BE IT RESOLVED that Ford County does hereby adopt the Ford County Risk Management Program.

BE IT RESOLVED this Resolution was duly adopted by the Ford County Board at a public meeting held on August 14, 2023.

Dated: August 14, 2023

Debbie Smith
Ford County Board Chairman

ATTEST: _____
Amy Frederick
Ford County Clerk & Recorder



FORD COUNTY, ILLINOIS

RISK MANAGEMENT PROGRAM

Draft 6-8-2023

FORD COUNTY (County) shall have in operation a comprehensive Risk Management Program, which shall reduce or prevent the County's exposure to liability. It is of the utmost importance for the County to ensure that statutory and common law health and safety rights are extended to the public and employees; to make certain that the County's buildings and grounds are maintained in a safe condition; and to provide careful supervision and protection of all the County's real and personal property, including vehicles.

The Illinois Local Government and Governmental Employees County's Risk Management/Tort Avoidance Program Immunity Act (745 ILCS 10) provides for a County to levy a tax which when collected will pay the cost of risk care management.

RISK MANAGEMENT AND COUNTY'S RISK MANAGEMENT/TORT AVOIDANCE PROGRAM AVOIDANCE POLICY AND PROCEDURES

The goals of the County's Risk Management Program shall be:

- Identification and analysis of loss exposure for the COUNTY OF FORD; and
- The selection of techniques to be used to address potential loss exposure for the County; and
- The implementation of chosen techniques to address potential loss exposure; and
- The ongoing monitoring of decisions to reduce loss exposure and the adjustment of techniques as needed to address the changing needs of the County in reducing its loss exposure.

As part of the process of defining the various components of the Risk Management Program the following tasks will also be accomplished:

- The clear delineation of personnel responsibilities; and
- The provision of adequate insurance against liability exposure; and
- The identification of costs for the maintenance of the Risk Management Program as permitted by statute.

The general, overall responsibility, for the development and maintenance of the County's Risk Management Program, rests with the Risk Management representatives of the Ford County Board responsible the County's property' liability and workers' compensation insurance coverages.

Ford County is a member of the "Counties of Illinois Risk Management Agency (CIRMA)". These County Board representatives shall be members of the CIRMA Board and will be responsible for the development of the Ford County program, identifying the various components of the program, and delegating responsibilities for these components to the appropriate personnel. It is expected that these County Board Member Representatives (CIRMA Members) will continually evaluate the effectiveness of the program and be apprised of needed revisions, additions or deletions to the components and assigned responsibilities. These County Board Members or their designee (Personnel Committee, Elected Official/Dept. Heads, Safety Committee) will be responsible for monitoring all staff to assure that risk care responsibilities are compliant with the risk management procedures.

It is expected that, because of the County Board delegating responsibility for oversight of the risk management plan and program to these Board Member Representatives, the Board would spend no more than five percent (5%) of their time toward fulfillment of this task. However, it should be recognized that the existence of the County Board Representatives is by and large to administer and oversee the correct use of funds, resources and claims associated with the County's Risk Management/Tort Avoidance Program Immunity Act. It will also be the County Board Representative's responsibility to provide for the protection of personnel and the general public and freedom from exposure to County's Risk Management/Tort Avoidance Program-producing situations which arise from incidents at all County functions and activities as well as the general operations of the County and the County's facilities. The County Board Representatives are made up of two County Board members who attend to all insurance related matters, other than health insurance. Ninety percent (90%) of the Committee's time will be spent fulfilling these obligations.

One primary component of the Risk Management Program is the provision of an insurance/compensation program that will provide protection to the County against liability. Portions of this component shall include, but are not limited to:

- Premiums for the various necessary insurances, including liability insurance, worker's compensation, and unemployment insurance.
- Payment of judgments and settlements arising against the County.

- Pay for all legal fees connected with protecting or defending the County against liability, including worker's compensation charges, unfair labor practice charges and employee collective bargaining.
- Allowance for time expended by assigned County personnel concerning the above outlined assignments.
- Pay for architectural, engineering, and consulting services connected with protecting the County against liability involving, but not limited to Life/Safety issues, ADA issues, environmental issues and other issues.
- The County Board Representatives are assigned the responsibility for the administration of this component of the Risk Management Program and serves as the County's liaison to the various consulting services, claim and adjustment services, and insurance companies. In addition, the County Board Representatives shall be responsible for all communications concerning claims against, or on behalf of, the County.

The County Board Representatives shall also be responsible for the approval of supplies and contractual services in such a manner that the County meets all the requirements of freedom from County's Risk Management/Tort Avoidance Program situations, which include requirement for hazardous materials, Equal Opportunity Employment, prevailing wage rates, responsible bidders, etc.

While the ultimate direction of the County rests with the County Board, the County Board Representatives have been delegated as their representative in this matter. Therefore, all Risk Management/County's Risk Management/Tort Avoidance Program Avoidance Policies involve input from the County and oversight by the County Board Representatives. The main objectives of the Risk Management Program are not specifically exclusive to any one person or department. Board Members, Elected Officials, Elected Official/Dept. Heads, and employees of the County attend meetings, and training exercises and work together to ensure the safety of all employees and the general public utilizing County offices and services. Safety meetings are held periodically with Board Members, Elected Official/Dept. Heads and Elected Officials in attendance. Each person that attends the Safety meeting, spends time discussing potential issues that would impact the safety of the employees, thereby reducing the County's exposure for worker's

compensation claims. Prior safety inspection results are reviewed with discussion of necessary corrective actions.

The following safety inspections are performed, and reports are maintained to better address risk related issues:

- Semi-annual fire inspection of the buildings
- Semi-annual emergency drills (fire, tornado, domestic violence incidents, bomb threat, etc.)
- OSHA inspection and review of results from OSHA

HEALTH AND SAFETY RIGHTS OF EMPLOYEES

The County's Risk Management Program in relation to statutory and common law health and safety rights of employees falls to the Personnel Committee, an extension of the County Board, and the appropriate Elected Officials/Elected Official/Dept. Heads. The personnel Committee is made up of County Board Members, which meet to perform the following functions:

- Ensure all hiring and personnel decisions have been made in accordance with County personnel policy and in conformance with all applicable State and Federal policies; and
- Review salary schedules and compensation of employees to ensure compliance with the State and Federal Equal Pay requirements and to take appropriate corrective action; and
- Review of Employee Compensation and Classification System to ensure that employees are rewarded for effort, compensated fairly, and consistently across County Departments to prevent Employment Practices Claims and Violations of the Fair Labor Standards Laws; and
- Review all termination decisions to ensure proper compliance with applicable laws and to review any grievances that are presented to ensure that the County does not incur liability for the violation of a union contract or the rights of an employee.

It is expected that the Personnel Committee will spend eighty percent (80%) of its' time directly related to fulfilling the responsibilities of personnel liability issues in the County's Risk Management/County's Risk Management/Tort Avoidance Program Avoidance Program.

HEALTH AND SAFETY RIGHTS OF THE PUBLIC AS WELL AS EMPLOYEES

The County's Risk Management Program in relation to the statutory and common law health and safety rights of the public as well as employees also fall to many departments within the County. Following is the description of each department's responsibilities:

Sheriff's Office/Department:

- **All personnel:**

Participate in basic indoctrination and certifying training when they are employed. In addition, all sworn personnel complete a required period of training under the supervision of a senior officer or field training officer and participate in continuing education and refresher training on a regular basis. Part of all personnel training includes, but is not limited to, how to prevent injuries, loss and eliminate/minimize risk exposure to themselves, other employees/prisoners/inmates/detainees and the public.

Twenty percent (20%) of the Deputies time is allocated to Risk Management and County's Risk Management/Tort Avoidance Program.

- **Sheriff, Administrative Personnel and Supervisors:**

Develop, institute, maintain and review on a periodic basis all policy and procedures issued to employees concerning loss and risk exposure to ensure that employees are complying with policy and procedures, while also insuring the continuing effectiveness of all policy and procedures.

Sixty percent (60%) of the Administration and Supervisor's and fifty percent (50%) of the Sheriff's time is allocated to risk management or County's Risk Management/Tort Avoidance Program.

- **Correction Officers:**

Supervise all prisoners/inmates/detainees. Their duties consist of compliance with the law and standards as established within Illinois and include but is not limited to regular personal observation periods, regular searches for weapons, regular reviews for indications which may suggest abnormal, suicidal, indicators of abnormal mental health, or other behavior indicators that could potentially result in safety and/or liability concerns.

Twenty percent (20%) of their time is allocated to risk management or County's Risk Management/Tort Avoidance Program.

- Communications/central control deputies also have a significant role in minimizing risk and risk management. They are required to accept, assess and assign both emergency and non-emergency calls, prioritize calls, give medical emergency information, notify the appropriate law enforcement agency/officer, make additional notification of support agencies through the use of telephone, radio, and general communications systems. The communications/central control officers through their contact and vigilance continually insure the well-being of correctional officers and law enforcement throughout Ford County.

Twenty percent (20%) of their time is allocated to risk management and County's Risk Management/Tort Avoidance Program.

- Court officers:
Operate the metal detector at the entrance to the courthouse, screening all non-employee persons entering the building. In addition, the deputies provide security to our judges, county employees and every individual within the Courthouse. Court officers also transport and guard prisoners and represent the Sheriff (per statue) during court proceedings. Eighty percent (80%) of their time is allocated to risk management or County's Risk Management/Tort Avoidance Program.
- Clerical deputies:
Ensure all records, accounts receivable/payable and civil/criminal process are properly issued and maintained, which aids deputies while responding to calls and provides information used by government agencies for the maintenance of all records. Ten percent (10%) of their time is allocated to risk management or County's Risk Management/Tort Avoidance Program avoidance.
- The appropriate personnel will be provided safety equipment, including body cameras.

One hundred percent (100%) of the cost for the storage and retrieval of the body camera data is allocated to risk management or County's Risk Management/Tort Avoidance Program.

Coroner's Department:

- All personnel participate in training and continuing education classes to ensure proper handling of any infectious materials, prevent accidents and injury to employees, and provide for accurate autopsy results.
- Protective clothing (gloves, gowns, reflective vests, fire jackets, coveralls, respirators and boots) is worn during autopsies, on scene investigations, and accident sites to protect employees from risk of disease and infectious contaminants, risk of exposure on fire scenes, risk of being struck by vehicles on accident scene investigations.
- All instruments, counters, floors, and tables are disinfected after each autopsy to provide safe and hazard free working environment.
- Safety equipped vehicles allow for ease in loading and unloading gurneys to prevent worker's compensation accidents due to improper lifting.
- The Coroner:
Supervises all other personnel to make sure proper policy and procedures are followed by all employees and that the workplace is free from safety hazards.

Ten percent (10%) of Coroner personnel and fifteen percent (15%) of the Coroner's time is allocated to Risk Management or County's Risk Management/Tort Avoidance Program.

Highway Department:

- All personnel participate in training and continuing safety education classes and exercises to prevent accidents and injury to employees and the public.
- Protective clothing (reflective vests, safety glasses, lifting belts, welding screen, welding jackets, and welding chaps) is worn during various tasks to ensure employees are safe and protected from risk.
- Safety equipment is utilized (safety harness and cage for tree trimming, chemical storage cabinets, v-boxes for trucks, and snow blade carrier) to protect safety and health of employees.
- Flaggers, who are properly trained, guide traffic while other employees are working on roadsides or ditches to protect workers and general public driving by.

- Workshop areas are kept neat and clean to provide for a hazard free working environment.
- Vehicles and equipment are routinely inspected to ensure employees and the public are safe from any risks associated with vehicle or equipment malfunction.
- County roadways are inspected routinely, and repairs or improvements made to correct any County's Risk Management/Tort Avoidance Program related situations.
- The Highway Department Supervisor:
Supervises all employees and evaluates job performance to make sure all highway department personnel are properly and safely performing daily duties, equipment is operating safely, and County roadways are free of risk situations.

Ten percent (10%) of Highway personnel and twenty percent (20%) of the Highway Supervisor's time is allocated to Risk Management or County's Risk Management/Tort Avoidance Program.

Health Department:

- All personnel participate in training and continuing education to avoid exposure to risk of disease and infection.
- Events are held to promote community awareness to illness and infections.
- Vaccines are issued to reduce the risk of disease and slow the spread of infections.
- The Supervisor:
Reviews all personnel manuals and oversees daily operations to ensure safety of employees and the general public.

Five percent (5%) of Health Department Supervisor and all other Program Coordinator's personnel time is allocated to Risk Management and County's Risk Management/Tort Avoidance Program.

Animal Control:

- Impoundment of stray animals to deter risk of rabies and spread of disease to the public.
- Inoculation of stray animals for rabies and neutering/spaying to prevent spread of disease to the public.
- Patrol areas to capture and treat vicious and disease infested animals to prevent harm to the public.
- Participation in training courses to train employees on how to properly handle vicious and/or disease infested animals to eliminate risk of harm to employees.

Twenty percent (20%) of Animal Control's time is allocated to Risk Management and County's Risk Management/Tort Avoidance Program.

Circuit Clerk:

- Attends safety meetings and ensures all personnel under her/his supervision are following county policy and procedures.

Ten percent (10%) of the Circuit Clerk time is allocated to risk management and County's Risk Management/Tort Avoidance Program.

County Clerk:

- Attends safety meetings and ensures all personnel under her/his supervision are following county policy and procedures.

Ten percent (10%) of the County Clerk time is allocated to County's Risk Management/Tort Avoidance Program.

Treasurer:

- Attends safety meetings and ensures all personnel under his/her supervision are following county policy and procedures.

Ten percent (10%) of the Treasurer time is allocated to County's Risk Management/Tort Avoidance Program.

Chief Assessment Office:

- Attends safety meetings and ensures all personnel under his/her supervision are following county policy and procedures.

Ten percent (10%) of the Chief Assessment Office time is allocated to County's Risk Management/Tort Avoidance Program.

EMA Planning and Zoning Department

Zoning:

- Attends safety meetings and ensures all personnel under his/her supervision are following county policy and procedures.
- Inspects new construction to ensure compliance with Federal and State Building Codes.

Two percent (2%) of Planning and Zoning Elected Official/Dept. Head and his/her staff time is allocated to Risk Management/Tort Avoidance Program.

EMA:

- All personnel:
Continually participate in training and risk management related activities to properly educate the public as to the procedures to follow in the event of a catastrophic event.
- Public awareness and preparedness events are held to inform and educate the public in the event of a catastrophe.
- Hazmat training and exercises are held to educate the public and emergency personnel on proper procedures to follow to prevent contamination from hazardous materials in the event of accidents and spills.
- The supervisor:
Reviews all Federal and State rules and regulations to ensure the County's compliance with all regulations and to ensure the public and employees are aware of possible risks and the procedures to follow in such an event.

Eighty percent (80%) of all EMA personnel time is allocated to County's Risk Management/Tort Avoidance Program.

Information Technology (IT):

Information Technology Management Services is used by Ford County to operate and control the flow of technology. IT services are necessary to reduce and eliminate cyber-attacks on our county employees and/or county residents. It is vital to use professional services to monitor the county's technology, identify risks, assess cyber vulnerability and take corrective actions to provide a secure IT system. The managed IT services provide experts to provide training to the county staff, evaluate & manage the IT equipment/software, and provides appropriate data backup.

One hundred (100%) percent of the managed service's time is allocated to County's Risk Management/Tort Avoidance Program.

Probation Department:

The Ford County probation department is responsible for supervising and disciplining criminal offenders who are completing a probation program as one of the conditions of their sentences. The non-inclusive duties of a probation officer include conducting drug/alcohol tests, recommending rehabilitation programs, monitoring the location of their clients, and conducting site (home) visits. These job-related duties increase potential liability exposure for the county. It is essential that the probation department provides policy, procedures, and training for the probation staff.

Thirty (30%) percent of the Supervisor's, Administrative Assistances, and Probation Officer's time is allocated to the County's Risk Management/Tort Avoidance Program.

State's Attorney's Office:

This office of the County has many functions that are preventative in nature. Several programs have been established within the County that the State's Attorney's office coordinates or assists in the function. The following are some of those programs:

- Fraudulent checks, Identity Theft, Senior Scams: development of programs to prevent and detect; and

- Law enforcement training:
Training for new officers and workshops for existing officers to update them on changes to State and Federal laws; and
- Civil liability:
One Assistant State's Attorney and the State's Attorney are responsible for handling all civil matters.
- The State's Attorney:
Is responsible for supervising his department to ensure all personnel is following County policy and procedures.
Twenty percent (20%) of the State's Attorney's time, ten percent (10%) of the Assistant Attorney's time, and ten percent (10%) of the Public Defender's time are allocated to the County's Risk Management/Tort Avoidance Program.

Election Officer and Staff:

The duties of the election officer include knowing the election requirements, signing in registered voters, explaining voting procedure and use of voting equipment, providing ballots, monitoring the conduct of the election.

Eighty percent (80%) of the Election Officer's and Staff's time is allocated to the County's Risk Management/Tort Avoidance Program.

SAFE CONDITION OF BUILDINGS AND GROUNDS

The County's Risk Management Program in relation to the safe condition of buildings, grounds and fixtures shall be the responsibility of several individuals. Responsibilities and duties include, but are not limited to:

Maintenance Department:

- Development and identification of the various components and responsibilities concerning inspection of buildings, grounds, and equipment to provide protection to the County, its employees, and the general public. Also, daily inspection of buildings and grounds and operation of the County's building security, heating, cooling, and lighting systems.
- The maintenance of the legal and safe conditions of the buildings and grounds.

- This department is also responsible for the County's compliance with state and federal laws regarding employee and public health and safety.
- The supervision of all personnel performing maintenance duties within the Risk Management Program, it is expected that all custodians devote ten percent (10%) of their time in daily inspections of their respective areas of assignment for a risk-free environment and correction of any possible County's Risk Management/Tort Avoidance Program liability concerns.
- The ordering, procuring, and bidding of supplies and outsourced services in such a manner that the County meets all requirements for freedom from County's Risk Management/Tort Avoidance Program.

It is expected that the Maintenance Personnel will spend ten percent (10%) of his/her time directly related to fulfilling the responsibilities of his position in the County's Risk Management/County's Risk Management/Tort Avoidance Program.

Elected Official/Dept. Heads and Elected Officials:

- Constantly monitor work areas to ensure safe and hazard free environment.

PROTECTION OF COUNTY'S PERSONAL AND REAL PROPERTY

Maintenance Department:

- Safe keeping of personal and real property and equipment.
- Routine safety inspections and maintenance work on equipment.

Highway Department:

- Routine safety inspections and maintenance on highway equipment and vehicles.

Sheriff's Department:

- Daily inspection of vehicles to ensure legal compliance, emergency equipment function and general vehicle operating efficiency.
- All weapons are inspected and cleaned regularly.
- The Sheriff and command staff continue to make every effort to provide a proactive academic environment to the staff in matters of minimizing liability and to the County's Risk Management/Tort Avoidance Program.

Animal Control:

- Routine safety inspections of equipment and vehicles.

Coroner:

- Routine safety inspections of equipment and vehicles.

Health Department:

- Routine inspections of medical equipment to ensure proper operation in the event of an accident or emergency.

EMA & Zoning:

- Routine safety inspections of vehicles.
- Routine inspections of emergency alert equipment to ensure preparedness in the event of a catastrophe.

All other Elected Official/Dept. Heads and Elected Officials:

- Monitor all equipment within their department to ensure safe operating abilities.
- Routine safety-inspections of buildings and property.

SUMMARY OF PERSONNEL TIME EXPENDITURES MANDATED BY THE RISK MANAGEMENT PROGRAM FOR FORD COUNTY

County Board: (5%)

- Development and maintenance of the County's Risk Management/Tort Avoidance Program.
- Continually evaluate effectiveness of the Program.
- Correct or adjust Program as necessary.
- Ensure compliance with applicable Federal and State statutes and common laws.
- Hold Safety meetings.

Risk Management County Representatives: (90%)

- Review County insurance to ensure adequate coverage.
- Pay judgments and claims to the extent of re-insurance coverage.
- Pay legal fees.

Personnel Committee: (80%)

- Ensure personnel decisions comply with Federal and State statutes and common laws.

Sheriff's Department:

Sheriff	(50%)
Deputies	(20%)
Administrative and Supervisory personnel	(60%)
Corrections Staff	(20%)
Dispatchers	(20%)
Court Officers	(80%)
Clerical Deputies	(10%)

All personnel:

- Participate in basic training, field training, and continuing education classes.
- All weapons inspected and cleaned regularly.
- Appropriate personnel will wear body cameras – the data from these cameras will be stored and retrieved when required.

- Deputies: Daily inspection of vehicle and equipment.

Sheriff, Administrative and Supervisory personnel:

- Develop, institute, maintain and review policy and procedures compliance.
- Ensure safe and hazard free working environment.
- Corrections:
Supervise inmates.
- Dispatchers:
Handle calls and appropriately assistance.
- Court Officers:
Safety to personnel and public within the courthouse.
- Clerical:
Accuracy of records.

Coroner's Department:

Coroner	(15%)
Coroner's Personnel	(10%)

All personnel:

- Participate in training and continuing education classes.
- Must wear protective clothing.
- Disinfect after every autopsy.
- Provide a safe and hazard free work environment.
- Safety equipped vehicles for proper lifting of gurneys.
- Coroner:
Supervises all personnel and employees.

Highway Department:

Highway Supervisor	(20%)
Highway Personnel	(10%)

All personnel:

- Participate in training and continuing education classes.
- Must wear protective clothing.
- Utilize safety equipment.

- Flaggers, who have proper training, guide traffic.
- Ensure safety of workers and general public.
- Clean workshops.
- Vehicles and equipment inspected regularly.
- County roadways inspected regularly.
- Repairs and improvements made accordingly.

Highway Department Supervisor:

- Supervises all employees performing daily duties, equipment is operating safely, and county roadways are safe.
- Monitor work areas to ensure a safe and hazard free environment.

Health Department:

Health Department Supervisor (5%)

Health Department Program Coordinators (5%)

All personnel:

- Participate in training and continuing education.
- Community events for illness and infections.
- Issue Vaccines.

Supervisor:

- Reviews all personnel manuals and oversees daily operations.
- Ensure safe and hazard free environment.

Animal Control: (20%)

- Impound stray animals.
- Inoculation of stray animals.
- Patrol areas- Capture and treat vicious and diseased animal.
- All employees participate in training courses.
- Elected Official/Dept. Heads: Ensure a safe and hazard free environment.

Circuit Clerk: (10%)

- Attends safety meetings.
- Ensures safe and hazard free environment.

- Monitor all equipment within their department to ensure safe operating abilities.

County Clerk:

(10%)

- Attends safety meetings.
- Ensures a safe and hazard free environment.
- Monitor all equipment within their department to ensure safe operating abilities.

Treasurer:

(10%)

- Attends safety meetings.
- Ensures a safe and hazard free environment.
- Monitor all equipment within their department to ensure safe operating abilities.

Chief Assessment Office:

(10%)

- Attends safety meetings.
- Ensures a safe and hazard free environment.
- Monitor all equipment within their department to ensure safe operating abilities.

EMA & Zoning:

Zoning:

(2%)

- Attends safety meeting.
- Ensures a safe and hazard free environment.
- Inspects new construction.
- Monitor all equipment within their department to ensure safe operating abilities.

EMA:

(80%)

- All personnel participate in training and risk management related activities.
- Educate public as to what follows in the event of a catastrophe.
- Events for awareness and preparedness held to the public.
- Hazmat training and exercises held for public and emergency personnel.

- Supervisor: Reviews all Federal and State rules and regulations.
- Keep public and employees aware of risks and the procedures to follow.

Information Technology:

(100%)

- Monitor IT System for security breaches.
- Maintain Antivirus and Malware Software Protection.
- Secure Adequate Backup Storage.
- Provide Training for Staff on proper use protocol including the identification of cyber- attacks on our system.

Probation Department:

(30%)

- Training and Application of Drug/Alcohol Testing.
- Appropriate Recommendations for Rehabilitation Programs.
- Proper Protocol for Site (Home) Visits through Training and Application.

Elections:

(80%)

- Knowledge of Election Laws
- Signing in Registered Voters
- Explaining Voting Procedures
- Use of Voting Equipment
- Providing Ballots
- Monitoring of the Election Process

State's Attorney:

State's Attorney

(20%)

Assistant State's Attorney

(10%)

Public Defender

(10%)

- State's Attorney's office:

Assists in many functions such as the listings of all the programs -
Fraudulent Checks - Law Enforcement Training - Civil Liability.

Maintenance:

Custodians:

(10%)

- Inspection and maintenance of buildings, grounds, and equipment.

**FORD COUNTY BOARD SPECIFICALLY
FINANCE COMMITTEE MEETING
MONDAY, JULY 10, 2023**

The Finance Committee met on Monday, July 10, 2023, at 6:00 P.M. in the Small Courtroom in the Courthouse. Roll Call showed the following in attendance: Mrs. Smith, Mr. Aubry, Mr. Ferguson, Mrs. C. Ihrke and Mr. May. Also in attendance were County Board Members Mrs. A. Ihrke, Mr. Vaughn, Mrs. Mussman, Chief Deputy Kaeding, Chief Probation Officer Anderson, Treasurer Whitcomb, Circuit Clerk Johnson Anderson, EMA Whitebird, Kasi Schwarz and Clerk & Recorder Frederick.

Mr. Ferguson made the motion to approve the Agenda. Mrs. C. Ihrke seconded it. Voice Vote – Carried

After the committee reviewed the submitted Finance claims, Mr. Aubry removed one claim for flowers and then made the motion to pass the remaining submitted Finance claims to the full board for approval. Mr. May seconded it. Roll Call – Unanimous

After the committee reviewed the submitted ARPA claims, Mr. Aubry made the motion to pass all submitted ARPA claims to the full board for approval. Mr. May seconded it. Roll Call – Unanimous

Mrs. C. Ihrke made the motion to pass onto the full board for consideration an MOU with CRCC. Mr. Ferguson seconded it. Voice Vote – Carried

Mr. Aubry made a motion to pass to the full board for consideration a Resolution setting a new salary for the Public Defender. Mr. Ferguson seconded it. Roll Call – Unanimous

Circuit Clerk Johnson Anderson spoke to the committee asking for a raise in her salary to \$70,000.00 per year and she would like it to be retroactive to July 1, 2023. She stated the reason she is asking for the increase in salary is due to her office continuing the Jury Commission/selection. The committee discussed with her the failure to transmit orders to DHS and other important documents out of her office and that it is hard to justify a huge increase in salary. Circuit Clerk Johnson Anderson stated that if she does not receive the raise in salary, she will refuse to do the Jury Commission/selection. The motion died for lack of a motion.

Mr. Aubry moved to adjourn; Mrs. C. Ihrke seconded it. Voice Vote – Carried
Meeting adjourned at 6:52 P.M.

Respectfully Submitted,

Amy Frederick
Ford County Clerk & Recorder

**FORD COUNTY BOARD SPECIFICALLY
INSURANCE & PERSONNEL COMMITTEE MEETING MINUTES
MONDAY, JULY 10, 2023**

The Insurance & Personnel Committee met on Monday, July 10, 2023 at 6:50 P.M. in the Sheriff's Boardroom at the Jail.

Roll Call showed the following in attendance: Mr. Ferguson, Mr. McQuinn, Mrs. Mussman and Mr. Tim Nuss. Also in attendance was Clerk & Recorder Frederick. Chairman Lesley King was not present.

Mrs. Mussman made a motion to approve the Agenda. Mr. McQuinn seconded.
Voice Vote – Carried

Mr. Nuss made the motion to pass to the full board for approval in August the Ford County Risk Management Ordinance. Mr. Ferguson seconded it.
Voice Vote – Carried

Mr. Ferguson made the motion to end the meeting. Mrs. Mussman seconded it.
Voice Vote – Carried

The meeting adjourned at 6:56 P.M.

Respectfully Submitted,

Amy Frederick
Ford County Clerk & Recorder

FORD COUNTY PUBLIC BUILDING COMMISSION
MONDAY, JULY 17, 2023

The Ford County Public Building Commission met in the Small Courtroom of the Courthouse in Paxton on Monday, July 17, 2023. The meeting was called to order by Chairman Tom McQuinn at 7:00 P.M.

The roll call showed the following members in attendance: Chairman Tom McQuinn, Michael Bleich, Del Bruens, Ron Shapland and Tom Townsend. Also in attendance was Sheriff Johnson and Clerk & Recorder Frederick.

Mr. Shapland moved to approve the Agenda. Mr. Bruens seconded the motion to accept the Agenda. Voice Vote – Carried

The committee briefly discussed combining future audits with the county.

Mr. Townsend made the motion to approve the February 24, 2023 Minutes. Mr. Shapland seconded it. Voice Vote – Carried

The committee briefly discussed the Treasurer's report. Mr. Bleich made the motion to accept the Treasurer's report as presented. Mr. Townsend seconded it. Roll Call – Unanimous

The committee reviewed 2 claims. After discussion, Mr. Bruens made the motion to pay a claim from Feller & Kuester CPAs LLP for \$5,000.00. Mr. Shapland seconded it. Roll Call – Unanimous

Mr. Bruens made the motion to pay a claim from Carpet Advantage, Co. for \$4, 989.70. Mr. Bruens seconded it. Roll call - Unanimous

Mr. Townsend made a motion to accept the re-appointment letter from City of Paxton's Mayor J. William Ingold of Del Bruens. Mr. Shapland seconded it. Voice Vote – Carried

Mr. Bruens made the motion to leave all officers as is: Chairman = Tom McQuinn, Vice Chairman = Ron Shapland, Secretary = Mike Bleich. Mr. Townsend seconded it. Voice Vote – Carried

Sheriff Johnson spoke to the committee on the sewer grinder at the Jail. Mr. Townsend made the motion to allow the Sheriff to advertise for bids. Mr. Bleich seconded it. Roll call – Unanimous

The committee briefly discussed the bailers and Courthouse security.

Sheriff Johnson also updated the committee on the water pipeline work in the Courthouse.

Clerk & Recorder Frederick took the committee to her basement to see floor damage from the busted pipe and settling of the Courthouse. The committee will look into the breaks in the concrete due to the settling of the Courthouse.

Mr. Shapland made a motion to adjourn. Mr. Bleich seconded it. Voice Vote – Carried
Meeting adjourned at 8:54 P.M.

Respectfully Submitted,

Amy Frederick, Ford County Clerk & Recorder

**FORD COUNTY BOARD SPECIFICALLY
FINANCE COMMITTEE MEETING
THURSDAY, JULY 20, 2023**

The Finance Committee met on Thursday, July 20, 2023, at 4:00 P.M. in the Small Courtroom in the Courthouse. Roll Call showed the following in attendance: Mrs. Smith, Mr. Aubry, Mr. Ferguson, Mrs. C. Ihrke and Mr. May.

Mr. May made the motion to approve the Agenda. Mr. Aubry seconded it. Voice Vote – Carried

Mr. Ferguson made the motion to allow the Courthouse security entryway/glass wall expenses to be taken out of the General Fund. Mr. May seconded it. Roll Call – Unanimous

The committee then reviewed the proposed FY 2024 Budget.

Mr. Ferguson moved to adjourn; Mr. May seconded it. Voice Vote – Carried
Meeting adjourned at 6:06 P.M.

Respectfully Submitted,

Debbie Smith
Ford County Board Chairman

DRAFT