

**Minutes of Meeting
CITIZENS' EFFICIENCY COMMISSION
February 8, 2012**

ATTENDANCE

Citizens' Efficiency Commissioners

×	Jeff Adkisson		Jim Fulgenzi, Jr.
×	Mike Aiello	×	Bob Gray
×	Daniel Cadigan	×	Karen Hasara
×	Mike Chamness		Marilyn Kushak
	Patrick Coburn		Frank McNeil
	Josh Collins	×	Mike Murphy
×	Jerry Crabtree	×	Robert Plunk
×	Gary Crompton		Kent Redfield
×	James Donelan	×	J. D. Sudeth
×	Kevin Dorsey	×	Kenley Wade, Sr.
	Cliff Erwin	×	Joan Walters
	Lee Fields, Jr.		

Others

Norm Sims- SSCRPC
Jeff Fulgenzi- SSCRPC
Amy Uden- SSCRPC
Richard Treat- community

Sheila Stocks-Smith- community
Brad Cole- volunteer
Carol Kulek- volunteer
Kevin Forden- Fancycreek Twp.

I. CALL TO ORDER

Chairperson Karen Hasara called the meeting of the Citizens' Efficiency Commission to order and welcomed Commissioners and guests.

II. APPROVAL OF MINUTES

Chairperson Hasara asked for any additions or amendments to the minutes. There were none. Ms. Joan Walters made a motion to approve the minutes. Mr. Jim Donelan seconded the motion and the minutes were approved.

III. ANNOUNCEMENTS

Chairperson Hasara thanked all those who attended the Mayors' Meeting on January 30th, and especially Mr. Bob Gray and Mr. Mike Murphy for their role in facilitating the event.

She also informed the Commission that she had spoken with the IMEA regarding the mayors' comments on shared electricity purchases. She indicated that she has extended an invitation, and anticipates that a representative from that organization will be in attendance at the next Public Works Committee meeting. Chairperson Hasara also conveyed that she will be compiling information on items available for purchase through the state purchasing contract.

IV. COMMITTEE REPORTS

Chairperson Hasara then invited committee chairs to report on recent activities for their committees.

Public Safety Committee:

Committee Chair Gray informed commissioners that the Public Safety Committee had heard two very informational presentations at its last two meetings from County Sheriff Neil Williamson and Springfield Fire Chief Ken Fustin. He noted that unincorporated areas within and immediately around the City of Springfield were a point of interest for police protection services. He also indicated that the Public Safety Committee will likely look into fire services in these unincorporated areas. Chair Gray detailed that County residents are generally satisfied with fire protection services, but that medical emergency response services may be insufficient, particularly in rural areas of the county. He suggested that his committee hopes to develop a white paper on existing public safety services in the next month, and reported that the Public Safety Committee will welcome Police Chief Rob Williams at its next meeting. Dr. Kevin Dorsey questioned whether small-scale efficiency opportunities may exist in spite of general satisfaction with fire protection in the County, and the committee agreed that it will look into these opportunities as well.

Next Committee Meeting: Wednesday, February 22nd 3:00 pm; Sangamon County Farm Bureau Building, 2449 N Dirksen Pkwy # A Springfield, IL 62702.

Administrative, Management, and Budget Committee:

Committee Vice-Chair Jerry Crabtree reported on behalf of Chair Marilyn Kushak regarding the Administrative, Management, and Budget Committee meetings on January 9th and February 6th. He discussed that the January meeting dealt primarily with various venues and media through which the committee may attempt to publicize the CEC's work. Although there was no quorum at the most recent meeting, Josh Collins gave an informational presentation the opportunities for publicity and for surveying the business community through the Chamber of Commerce.

Vice-Chair Crabtree indicated that his committee requests permission to further consider the finding related to the recycling coordinator position and other recycling functions in the County. After slight discussion, the Commission determined that this question may be directed to the Public Works Committee for further research and clarification, and would be addressed later in the meeting.

Next Scheduled Committee Meeting: Monday, March 12th, 11:30 pm; SSCRPC Conference Room, Sangamon County Complex Room 212. Vice-Chair Crabtree indicated that the committee may attempt to reconvene before this date, and that he will be in communication with Committee Chair Kushak on this question.

Public Works Committee:

Committee Chair Donelan reported that his committee recently met with representatives from the Village of Chatham and from CWLP regarding their

respective use of LED lighting projects. Chatham has replaced a number of streetlights in one of its subdivisions, and Springfield has replaced traffic signals and some decorative lights. These presenters detailed some of the technological and light quality concerns with the use of LED retrofits, and the benefits in terms of energy savings. Chair Donelan suggested that his committee will look into potential grants and financing mechanisms that might be available to communities, will determine if any LED lighting is available for purchase on the state contract, and will ensure that efficient lighting is a topic included in any CEC survey to various jurisdictions.

Committee Chair Donelan conveyed that his committee had looked into building codes and recommended that this issue be transferred to the Community Development Committee for its review. He also noted that an equipment inventory should be included in a survey of existing intergovernmental cooperation on behalf of the public works committee.

Next Committee Meeting: Monday, March 12th, 3:00 pm; SSCRPC Conference Room, Sangamon County Complex Room 212.

Community Development Committee:

Committee Vice-Chair Jeff Adkisson reported on behalf of Committee Chair Erwin regarding the Community Development Committee meetings on January 5th and 19th, and February 2nd. At these meetings the committee considered township issues such as general assistance and township collectors. He described the framework for recommendations and findings that has been developed out of his committee's questions, and listed four findings that have come out of the Community Development Committee's meetings (below).

Vice-Chair Adkisson also indicated that the Community Development Committee had discussed the relationship between the PCCC and the SCVB, and is in the process of further reviewing financial information and possibilities for the two entities. The committee also raised the question of efficiencies in education, but agreed to discuss this concept after the presentation on March 14th by the Regional Superintendent of Schools.

Vice-Chair Adkisson moved that the CEC authorize the committee to continue the research and development of formal recommendations on findings in the areas of:

- Intergovernmental agreements for the provision of township general assistance.
- Streamlining the current systems of township tax collectors.
- The necessity for local officials to meet on a formal and regular basis.
- Opportunities for joint procurement, including a formalized agreement of cooperation for the use of equipment.

Dr. Kevin Dorsey seconded this motion.

Some discussion occurred regarding the assignment of findings to committees. Mr. Donelan questioned the assignment of approved findings to committees. The CEC agreed that, pending the approval of findings, the Chairperson and Committee Chairs would distribute approved findings to committees for the development of recommendations. Mr. Sims noted that this structure of findings and

recommendations will assist in streamlining the research process for staff and volunteers. With this discussion taken into account, the CEC approved the motion for these findings to be considered through a unanimous voice vote.

Next Committee Meeting: Thursday, March 16th, 3:00 pm; Greater Springfield Chamber of Commerce.

V. OTHER BUSINESS

Discussion occurred regarding the procedure for when no quorum is reached at a committee meeting. Commissioners are encouraged to contact committee chairs in advance of a meeting if they will not be present. The Commission established, with reference to Section 8 of the CEC Bylaws, that it will not perform official business, defined as taking a vote, in the event that a quorum does not exist. Commissioners established that they will begin to maintain attendance records for committees, since committee members are relieved of membership on a committee if they fail to attend twenty-five percent of meetings. The Chair indicated uncertainty as to her role as an ex officio committee member, and it was established that though committees can count ex officio members toward the creation of a quorum, they are also counted in total committee size, increasing the number of committee members required to reach a quorum. Mr. Norm Sims clarified the distinction between requirements for a meeting under Robert's Rules of Order and the Open Meetings Act. In the event that a quorum is not reached and official business cannot be held, the gathering would still be defined as a meeting under the Open Meetings Act.

Chairperson Hasara reminded Commissioners to complete the Open Meetings Act training in a timely fashion.

Following the Public Works Committee report, the Commissioners discussed the draft survey of existing intergovernmental agreements in the County, both formal and informal. Mr. Jeff Adkisson asked the Commission to consider what will be done with information once the survey is completed. Questions also arose regarding the process of how such a survey could be administered, and whether numerous contacts, whether in-person or electronic, may be required. Ms. Walters again voiced the suggestion of adopting a municipal leader for each commissioner to contact, though some members of the Commission had concerns about time constraints in this process. Mr. Sudeth raised the question of which jurisdictions would be questioned in a survey process, and how the Commission would be able to increase survey response rates. Mr. Jeff Fulgenzi suggested that SSCRPC staff developed the documents as a compilation of questions that had arisen out of the various committee meetings. He highlighted the fact that, while the intergovernmental agreement survey is more comprehensive and could be used as an informal guide during conversation with municipal leaders, the road equipment survey may be a shorter, more formal mechanism to be distributed to appropriate jurisdictions' leaders. Mr. Sims also indicated that committees should look into which items on the survey they find relevant, and consider the survey as talking points or an interview guide for an in-person survey. The Commission agreed to review the survey in committee. Ms. Walters also suggested that a pre-test or pilot run of the survey with a specific village may be beneficial. Further discussion of time commitments and mechanisms for surveying also occurred.

Mr. Fulgenzi also noted that SSCRPC staff is in the process of developing a document that briefly details the history of intergovernmental agreements and collaborative actions that have existed in Sangamon County.

Following up on the recycling finding, Mr. Donelan moved that the CEC authorize a committee to further pursue the finding surrounding the recycling coordinator position. Mr. Gray seconded the motion, and the motion carried.

VI. NEW BUSINESS

Chairperson Hasara acknowledged the receipt of the SSCRPC staff white paper on the CEC's recommendations philosophy.

Mr. Sims mentioned the existence of a commission on municipal consolidation currently being brought together by DCEO in response to legislation in the last year. He noted that SSCRPC staff had requested memos regarding this process, and would be willing to reach out to someone involved to request a presentation to the CEC. He also indicated that the SSCRPC staff has developed maps of the various jurisdictions' geographic lines, which the CEC can review in committee and use to request more detailed comparisons of jurisdictions.

Ms. Walters also requested that volunteers or staff develop an index of all supplemental research documents that the Commission has reviewed to date.

Mr. Robert Plunk reported that he had developed follow-up letters to the mayors from the January 30th meeting, expressing both appreciation and regret, which will be sent out with the assistance of staff.

Next meeting date—March 14th, 2012 at 3:00 PM, Location to be the Hoogland Center for the Arts.

VII. PUBLIC COMMENT

Chairperson Hasara extended the opportunity for the Commission to hear public comments. Mr. Fulgenzi noted that dates for SSCRPC Regional Comprehensive Plan workshops have been set. Commissioners are invited to be involved and assist in distributed information regarding these meetings, which will occur on February 23rd, 29th, and March 8th in the evening.

VIII. ADJOURNMENT

Mr. Mike Aiello moved to adjourn the meeting. Mr. J.D. Sudeth seconded the motion. There being no further business, the meeting was adjourned.

Respectfully Submitted,

Amy Uden
Acting as Recording Secretary