



**Minutes of Meeting
CITIZENS' EFFICIENCY COMMISSION
November 14, 2012**

ATTENDANCE

Citizens' Efficiency Commissioners

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

Others

Richard Treat- SCTOA
Marilyn Cagnoni- volunteer
Norm Sims- SSCRPC

Jeff Fulgenzi- SSCRPC
Amy Uden- SSCRPC
Richard Bennett- volunteer

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

Chair Hasara asked for approval of the August minutes. Mr. Mike Murphy made a motion to approve the minutes. Mr. Robert Plunk seconded the motion and the minutes were approved

III. INTRODUCTIONS AND ANNOUNCEMENT

Chair Hasara welcomed Mr. Richard Bennett, a new volunteer from UIS working with the CEC.

Chair Hasara then invited comments from commissioners that attended the three public meetings that were held in October. They reported that three issues came up at the Williamsville meeting, including road commissioner training and selection, the township caucus system, and intergovernmental agreements and prevailing wage difficulties. Chair Hasara noted that these issues will be reviewed and referred to the appropriate committees for consideration. Commissioners reported that at the Gardner Township Hall meeting, members of the public voiced concerns that townships are being targeted by the CEC. Vice-chair Mike Murphy indicated that he had explained that the CEC is working on a number of recommendations, many of



which do not involve townships. He also noted that the CEC's documents are only recommendations, which townships have the ability to implement or reject. Finally, commissioners reported that the meeting held at the City Council Chambers had the largest number of public attendees. Road maintenance, intergovernmental agreements issues with prevailing wage, township caucus system and oversight, and the CEC's research process and committee structure were also discussed at this meeting.

Chair Hasara then congratulated commissioners on the mayors' meeting, which was a great success. An executive committee of the mayors has agreed to organize, and SSCRPC staff is facilitating initial meetings. Mr. Norm Sims indicated that SSCRPC staff will provide examples of by-laws and intergovernmental agreements to help them decide how they want to organize. He also discussed providing the mayors with the tools they need to operate, potentially included an electronic web portal or increased opportunities to use email and electronic communication. Mr. Sims commented about the positive long-term effect on the community because of the organization of this group.

Chair Hasara reminded everyone about the Open Meetings Act training that is required by all members of the committee. Once the training is completed members will be awarded a certificate. A copy of the certificate needs to be sent to the SSCRPC staff.

Chair Hasara then reported that the Buy Local proposal from the CEC was accepted by on of the Leadership Springfield study groups. A meeting date will soon be determined to review the CEC's proposal.

IV. COMMITTEE REPORTS

Chair Hasara then invited committee chairs to report on recent activities for their committees:

Executive Committee:

Chair Hasara presented a finding from the Executive Committee regarding higher education and local government partnerships:

The committee finds that there is an "expertise gap" between the challenges that local governments face and the solutions to these challenges. The committee also finds that the higher education institutions in the area could help fill this gap if they were to establish the outreach, operational structures, institutional interest and leadership to do so. The committee requests that the CEC review this possibility, assessing the opportunities for greater university/municipality partnership, how these partnerships might be developed and structures, and how both the students and faculty at these institutions may become an on-going component of local government effectiveness and efficiency improvement.

Dr. Kent Redfield made a motion to accept the finding, with Mr. Cliff Erwin seconding. The motion was unanimously approved. This finding was referred to the Community Development Committee for further review and action.



Next Committee Meeting: Wednesday, December 5th, 9:00 am; SSCRPC Conference Room 212.

Administrative, Management, and Budget Committee:

Committee Chair Marilyn Kushak presented a finding on Joint Procurement Opportunities. The Administrative Committee has been researching the issue, and felt it appropriate to bring forward the following formal finding:

The committee finds that local governments currently tend to make purchases based on individual jurisdictional needs. The committee also finds that opportunities may exist for further cooperation in procurement, potentially at a cost savings to local governments. The committee requests the full support of the CEC to research and develop an educational recommendation that identifies existing purchasing cooperatives, clarifies types of purchases that may generate savings if done cooperatively, and provides examples of joint procurement opportunities, as well as potential on-going steps for procurement cooperation.

Committee Chair Kushak formally presented this motion, with Mr. Dan Cadigan seconding the motion. The motion carried with unanimous approval. Ms. Kushak then gave an update on the joint purchasing and procurement project. Ms. Marilyn Cagnoni has volunteered to assist with this effort. She and SSCRPC staff met with village managers from Chatham, Rochester and Sherman. They found that the managers are generally happy with their current procurement methods but are open to suggestions from the committee. They also buy local whenever possible. Ms. Cagnoni, Mr. Jeff Fulgenzi., and Ms. Uden also met with Ms. Cheryl Wise of District 186 about their procurement process. Ms. Wise recommended meeting with the district's purchasing agent.

Ms. Kushak reported that a fact-finding meeting is being scheduled with County Auditor Paul Palazzo in regard to joint purchasing of stop signs. A meeting is also pending with Mr. George Preckwinkle on the Buy Local initiative. Ms. Kushak also noted that the health insurance cost containment data has been analyzed and a member of Mr. Mike Aiello's staff will be meeting with the committee next month to discuss the results. Ms. Kushak then reported that Dr. Redfield is leading an effort to study legal requirements for annual publications by local governments. Dr. Redfield welcomed the assistance of anyone wanting to join this project.

The committee then led further discussion on the project for Leadership Springfield. Ms. Kushak thanked Dr. Redfield, Ms. Drinda O'Connor and Ms. Cagnoni for drafting the proposals.

The CEC then discussed its efforts to get more input from the private sector. Ms. Kushak and Chair Hasara, along with Mr. Josh Collins, plan to address a meeting of the Greater Springfield Chamber of Commerce Board in February. The hope is that the board will be able to give some ideas on how to get more private sector input.



Next Committee Meeting: Monday, December 10th, 11:30 am; SSCRPC Conference Room 212.

Community Development Committee:

Committee Chair Cliff Erwin reported that his committee continued to look into a possible cooperative effort between School District 186 and SMTD for public school transportation. The committee has met several times with District 186's transportation department head, Mr. Rick Koopman, and with SMTD's Assistant Manager, Mr. Steve Hamelin and SMTD Director, Mr. Frank Squires. All were very helpful and offered many suggestions. However, given the time-line of this committee and the complications related to this issue, Mr. Erwin reported that it may be beyond the committee's ability to fully understand the existing opportunities and develop a recommendation within the CEC's timeline. However, the committee has acquired a great deal of information, and will work to compile into a report of this information for future use.

Mr. Erwin reported that the committee also continues to look at the process for obtaining building permits. He suggested that the committee is studying Rockford's One Step Process, as well as examining at code enforcement issues and opportunities for smaller communities to contract with the Sangamon County Department of Public Health Building Department to do code enforcement.

Mr. Erwin then indicated that the Community Development Committee is examining ways for city and school libraries to work together. Also in the area of education, the Committee will be responsible for researching local government and higher education partnership finding from the Executive Committee.

Next Committee Meeting: Thursday, December 13th, 3:00 pm; Greater Springfield Chamber of Commerce Conference Room.

Public Safety Committee:

Committee Chair Bob Gray reported that his committee continues to look at law enforcement, fire and EMS. The Public Safety Committee did not meet this month and had no new information to report.

Next Committee Meeting: Wednesday December 5th, 3:00 pm; Sangamon County Farm Bureau

Public Works Committee:

Committee Chair Jim Donelan reported that his committee had two draft recommendations currently under review. One of these recommendations pertains to increased coordination of City and County recycling personnel and programs, and the other encourages sharing of infrastructure equipment among all jurisdictions in Sangamon County. The committee is working to ensure that the ESDA office is willing to manage the equipment inventory list in the future, and also hopes to reach out to the City and County again on the recycling draft before its finalization.



Mr. Donelan noted that the Public Works Committee also continues to research the garage consolidation issue, and reviewed a number of case studies on energy efficiency provided by Ms. Carol Kulek at its last meeting.

Finally, Mr. Donelan reported that electric aggregation passed in 15 of the 15 municipalities that had the referendum on their ballots. Sangamon County is waiting for the absentee and provisional ballots to be counted. He reported that the CEC will facilitate a meeting with the consultant and community leaders on Friday, November 16th at 9:00 AM in the County Board Chambers, and that all communities and CEC members would be welcome to attend. The Commissioners noted that some residents in unincorporated Sangamon County had electric aggregation on the ballot, but are served by CWLP and are not able to participate in aggregation. CEC Chair Hasara thanked everyone for all the time and effort put into this project.

Next Committee Meeting: Monday, December 10th, 3:00 pm; SSCRPC Conference Room, Sangamon County Complex Room 212.

V. NEW BUSINESS

Chair Hasara noted that there were two draft recommendations from the Public Safety Committee. However, those recommendations were tabled to allow further communication with the affected groups.

VI. PUBLIC COMMENT

Chair Hasara invited members of the public to comment. There was no additional public comment.

Next meeting date—December 12, 2012 at 3:00 PM, Location to be the Hoogland Center for the Arts.

Chair Hasara asked for staff comment. Mr. Sims indicated that he had recently met an employee of Citigroup electronic systems, a group which sets up automated systems for municipalities. He reported that private companies of this nature may be able to make recommendations for local governments, and asked if the CEC had any interest in hearing a presentation on these matters. The committee agreed such a presentation would be beneficial.

VII. ADJOURNMENT

There being no further business, the meeting was adjourned.

Respectfully Submitted,

Jane Lewis
Acting as Recording Secretary