

FINANCE AND AUDIT COMMITTEE
McHenry County Government Center – Administration Building
667 Ware Road
Woodstock IL 60098

MINUTES OF TUESDAY, DECEMBER 11, 2007

Committee Chairman Marc Munaretto called the meeting to order at 9:30 a.m. The following Committee Members were present: Marc Munaretto; John Hammerand; Tina Hill; Lyn Orphal; and Daniel Ryan. Marie Chmiel and Barbara Wheeler were absent. Also in attendance: Ralph Sarbaugh, Associate County Administrator – Finance; John Labaj, Deputy County Administrator; Peter Austin, County Administrator; Cindy Koslowski, Financial Analyst; Tom Sullivan, IT; Pam Palmer, Auditor; interested public and the press.

Marc Munaretto, Chairman	
Marie M. Chmiel	John Hammerand
Tina Hill	Lyn Orphal
Daniel P. Ryan	Barbara Wheeler

MINUTES

Ms. Hill made a motion, seconded by Ms. Orphal, to recommend approval of the November 27, 2007 committee minutes. The minutes were approved as submitted with a unanimous voice vote of all ayes.

PUBLIC COMMENT:

None

PRESENTATION:

None

NEW BUSINESS

Resolution authorizing a garage space agreement for the EMA Communications Vehicle #52: Mr. Ryan made a motion, seconded by Ms. Orphal, to recommend the County Board approve a Resolution authorizing a garage space agreement for the EMA Communications Vehicle #52. On a roll call vote, the motion carried with all members present voting aye (Hammerand, Orphal, Ryan, Hill, and Munaretto).

Resolution authorizing acceptance of \$6,000 in grant funding from the Illinois Department of Public Health and an emergency appropriation to the Health Department's FY 08 budget and Resolution authorizing acceptance of \$9,020 in grant funding from the Illinois Department of Public Health and an emergency appropriation to the Health Department's FY 08 budget. Chairman Munaretto noted that these two resolutions are an increase in funding and a new grant for the Illinois Breast and Cervical Cancer Program. Ms. Orphal made a motion, seconded by Mr. Ryan, to recommend the County Board approve a Resolution authorizing acceptance of \$6,000 in grant funding from the Illinois Department of Public Health and an emergency appropriation to the Health Department's FY 08 budget and Resolution authorizing acceptance of \$9,020 in grant funding from the Illinois Department of Public Health and an emergency appropriation to the Health Department's FY 08 budget. On a roll call vote, the motion carried with all members present voting aye (Hammerand, Orphal, Ryan, Hill, and Munaretto).

Resolution authorizing acceptance of an additional \$17,000 in grant funding from the Illinois Department of Human Services and an emergency appropriation to the Health Department's FY 08 budget. Ms. Hill made a motion, seconded by Mr. Ryan, to recommend the County Board approve a Resolution authorizing acceptance of an additional \$17,000 in grant funding from the Illinois Department of Human Services and an emergency appropriation to the Health Department's FY 08 budget. Mr. McNulty noted that this increase in funding is a cost of living increase for this program. On a roll call vote, the motion carried with all members present voting aye (Hammerand, Orphal, Ryan, Hill, and Munaretto).

Resolution authorizing acceptance of a \$255,000 grant funding from the Illinois Children's Healthcare Foundation and an emergency appropriation to the Dental Care Clinic Fund for FY 08 budget. Mr. Hammerand made a motion, seconded by Ms. Orphal, to recommend the County Board approve a Resolution authorizing acceptance of a \$255,000 grant funding from the Illinois Children's Healthcare Foundation and an emergency appropriation to the Dental Care Clinic Fund for FY 08 budget. Mr. McNulty informed committee members that this grant is to be used to treat children. This grant will allow the department to hire a full time dentist. On a roll call vote, the motion carried with all members present voting aye (Hammerand, Orphal, Ryan, Hill, and Munaretto).

Resolution authorizing a one year contract with eCivis: Ms. Hill made a motion, seconded by Ms. Orphal, to recommend the County Board approve a Resolution authorizing a one year contract with eCivis. This is a one year contract renewal that has been budgeted for. On a roll call vote, the motion carried with all members present voting aye (Hammerand, Orphal, Ryan, Hill, and Munaretto). Mr. Austin informed committee members that with the addition of an Administrative Analyst in the Administration Department we will be able to keep better track of the success of grants. She will also be responsible for roster management, help when needed in the Risk Management Department, and help with the research of additional loans and grants.

Ms. Hill informed committee members that the next six (6) resolutions are the renewal of yearly maintenance agreements which have been budgeted for. These resolutions were previously passed in the Management Services Committee. *Resolution authorizing an annual Hyland OnBase Maintenance Agreement; Resolution authorizing a Websense Enterprise and Security Filtering Support Contract; Resolution authorizing a Telephone Switch FY 08 Maintenance Agreement; Resolution authorizing an annual Tier FY 08 Maintenance Support Renewal; Resolution authorizing use of Westlaw Online Legal Services; and Resolution authorizing a multi function peripheral service and supply maintenance renewal* : Ms. Hill made a motion, seconded by Ms. Orphal, to recommend the County Board approve the Resolution authorizing an annual Hyland OnBase Maintenance Agreement; Resolution authorizing a Websense Enterprise and Security Filtering Support Contract; Resolution authorizing a Telephone Switch FY 08 Maintenance Agreement; Resolution authorizing an annual Tier FY 08 Maintenance Support Renewal; Resolution authorizing use of Westlaw Online Legal Services; and Resolution authorizing a multi function peripheral service and supply maintenance renewal. On a roll call vote, the motion carried with all members present voting aye (Hammerand, Orphal, Ryan, Hill, and Munaretto).

OLD BUSINESS

None

REPORTS TO COMMITTEE

Auditor's Report: Ms. Palmer noted they are currently in "audit" mode. They are analyzing who may be over budget and reviewing payroll projections. She question committee members regarding obtaining approval to transfer funds if needed for any departments who have went over budget. The consensus of the committee was to approve these year end transfers.

Contingency Reports: None.

EXECUTIVE SESSION

None

Committee members welcomed members attending today's Finance and Audit Committee meeting from Leadership McHenry County.

Ms. Hill informed committee members that they had a bid protest hearing this morning during the Management Services Committee meeting. She noted that the protest was a charge that the Purchasing Ordinance was not followed during a bid opening. This is the first time ever that a protest had been heard. She noted that the Committee found in favor of the County.

ADJOURNMENT

Noting no further business, Ms. Hill made a motion, seconded by Mr. Hammerand, to adjourn the meeting at 9:55 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR BOARD ACTION:

- Resolution authorizing a garage space agreement for the EMA Communications Vehicle #52
- Resolution authorizing acceptance of \$6,000 in grant funding from the Illinois Department of Public Health and an emergency appropriation to the Health Department's FY 08 budget
- Resolution authorizing acceptance of \$9,020 in grant funding from the Illinois Department of Public Health and an emergency appropriation to the Health Department's FY 08 budget

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Resolution authorizing Resolution acceptance of an additional \$17,000 in grant funding from the Illinois Department of Human Services and an emergency appropriation to the Health Department's FY 08 budget

Resolution authorizing acceptance of a \$255,000 grant funding from the Illinois Children's Healthcare Foundation and an emergency appropriation to the Dental Care Clinic Fund for FY 08 budget

Resolution authorizing a one year contract with eCivis

Resolution authorizing an annual Hyland OnBase Maintenance Agreement

Resolution authorizing a Websense Enterprise and Security Filtering Support Contract

Resolution authorizing a Telephone Switch FY 08 Maintenance Agreement

Resolution authorizing an annual Tier FY 08 Maintenance Support Renewal

Resolution authorizing use of Westlaw Online Legal Services

Resolution authorizing a multi function peripheral service and supply maintenance renewal

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