

FINANCE COMMITTEE MINUTES

DATE OF MEETING: December 18, 2017 at 6:03 p.m. County Building

MEMBERS PRESENT: Camille Redman – Chair, David Newberg, Cris Rogers, Melonie Tilley and Terry Ferguson. Also, present Dee Rentmeister, County Administrator.

MEMBERS ABSENT: None

SUMMARY OF DISCUSSION:

- Motion by Tilley, 2nd by Ferguson to approve last months' minutes. Voice vote, motion carried.
- Motion by Newberg, 2nd by Ferguson to approve the claims. Voice vote, motion carried.
- Motion by Tilley, 2nd by Ferguson to recommend to the full board to adopt the 3-year highway union contract. Voice vote, motion carried.
- Review of the proposed Identity Protection Policy. Discussion on how to ensure that the employees and officials get the policy. Committee felt that an acknowledgement form should be part of the policy. Will have the state's attorney's office develop an acknowledge form. Motion by Tilley, 2nd by Redman to recommend to the full board to adopt the Identity Protection Policy with acknowledgment form. Voice vote, motion carried.
- Review travel request submitted by County Clerk for conference on January 15 & 16, 2018. Motion by Newberg, 2nd by Ferguson to approve travel request as submitted. Voice vote, motion carried.
- General discussion on the proposed wind ordinance changes and wind farms in general. The process of revising the wind ordinance will go thru the land use committee.
- Motion by Tilley, 2nd by Ferguson to adjourn at 6:28 p.m. Voice vote, motion carried.

COMMITTEE ACTION:

Approve last months' minutes.

Approve claims.

Recommend to the full board to adopt the 3-year highway union contract.

RECOMMENDATIONS TO THE FULL BOARD:

Recommend to the full board to adopt the 3-year highway union contract.

DATE OF NEXT MEETING: January 16, 2018 at 6:00 p.m.

AGENDA FOR THE FINANCE COMMITTEE

Date and Time of Meeting: December 18, 2017 at 6:00 p.m. County Building

1. Call Meeting to Order
2. Persons Wishing to Address the Committee (If requesting action, also list below in section three)
 - a.
3. Items for Discussion and Possible Action
 - a. Approve last months' minutes
 - b. Approve claims
 - c. Highway union contract – 3 years
 - d. Identity Protection Policy
 - e. Cyber Security Information Sharing Program
 - f. Travel request – County Clerk
 - g.
4. Items for Discussion Only (No Action Requested)
 - a.
5. Executive Session
 - a.
6. Motion to adjourn

Posted: December 14, 2017 at 1:15 p.m.

Revised December 14, 2017 at 1:35 p.m.

By: Dee Rentmeister

**DE WITT COUNTY BOARD
RESOLUTION NO. 2017-**

WHEREAS the American Federation of State, County & Municipal Employees, Council 31, on behalf of Local 1296, has been certified by the Illinois State Labor Relations Board as the "exclusive bargaining representative" for certain employees within the **DeWitt County Highway Department**; and,

WHEREAS the DeWitt County Board has been and continues to be desirous of maintaining harmonious labor relations with said employees, regardless of their union representation and/or protected activities; and,

WHEREAS the parties have conducted negotiations resulting in recommendation that a successor Labor Agreement be adopted by this Board, whose action is contingent upon subsequent to ratification by the Local bargaining unit membership without any contingency or revision, a copy of which is attached hereto and incorporated by reference hereof;

NOW, THEREFORE, BE IT RESOLVED BY THE DE WITT COUNTY BOARD:

1. That said successor Labor Agreement be approved;
2. That said Labor Agreement shall be effective upon final approval and adoption by all parties affected herein, including full ratification by the bargaining unit membership;
3. That the County Board Chairman and DeWitt County Clerk be hereby authorized and directed to execute said successor Labor Agreement on behalf of the County of DeWitt;
4. That fully executed copies of this County Board Resolution and attached Labor Agreement be appropriately filed with the Illinois State Labor Relations Board within thirty (30) days herefrom by Legal Counsel for the County of DeWitt; and,
5. That any other County Board Resolution or action previously taken with regard to this matter is declared herein null and void.

PRESENTED, PASSED, APPROVED AND RECORDED THIS ____ DAY OF DECEMBER, 2017:

**HON. DAVID NEWBERG, CHAIRMAN
DE WITT COUNTY BOARD**

**HON. DANA SMITH, CLERK/RECORDER
DE WITT COUNTY**
(seal)

ayes: _____
nays: _____
pass: _____
present: _____

Executed this ____ day of December, 2017, after receiving approval by the DeWitt County Board and not effective until complete and full ratification by the Union members of employees within the bargaining units affected.

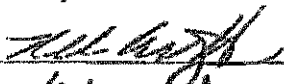
American Federation of State, County & Municipal Employees, Council 31, on behalf of Local 1296;

County of DeWitt:



Mr. Michael Wilmore
Staff Representative

Hon. David Newberg;
County Board Chairman



Hon. Dana Smith
DeWitt County Clerk/Recorder
(COUNTY SEAL)

Resolution No. _____

**RESOLUTION FOR THE
PASSING OF DEWITT COUNTY ORDINANCE
IDENTITY PROTECTION POLICY**

(County of DeWitt
(STATE OF ILLINOIS

WHEREAS, the County of DeWitt is required to have an Identity Protection Policy pursuant to 5 ILCS 179/1 et seq., and

WHEREAS, the County of DeWitt hereby adopts the below Identity Protection Policy to meet the requirements of Illinois law; and

WHEREAS, said policy shall be distributed to all county offices and employees to satisfy the requirements of the Identity Protection Act; and

NOW BE IT DECLARED that the County Board of DeWitt County Illinois hereby passes the following Identity Protection Policy to be codified in the DeWitt County Code of Ordinances in Chapter 38, and to be distributed to all offices and employees:

IDENTITY PROTECTION POLICY

A. Prohibited Conduct

- a. No county employee or official shall publicly post or display in any manner an individual's social security number.
- b. No county employee or official shall print an individual's social security number on any card or device, including but not limited to devices that use RFID, magnetic strips, or bar codes.
- c. No individual shall be required to transmit his or her social security number over the internet, unless the connection is secure or the social security number is encrypted.
- d. No county employee or official shall print an individual's social security number on any materials that are mailed to the individual, through the U.S. Postal Service, any private mail service, electronic mail, or any similar method of delivery, unless State or federal law requires the social security number to be on the document to be mailed. Notwithstanding any provision in this Section to the contrary, social security numbers may be included in applications and forms sent by mail, including, but not limited to, any material mailed in connection with the administration of the Unemployment Insurance Act, any material mailed in connection with any tax administered by the Department of Revenue, and documents sent as part of an application or enrollment process or to establish, amend, or terminate an account, contract, or policy or to confirm the accuracy of the social security number. A social security number that may permissibly be mailed under this Section may not be printed, in whole or in part, on a postcard or other mailer that does not require an envelope or be visible on an envelope without the envelope having been opened.
- e. No county employee or official shall collect, use, or disclose a social security number from an individual, unless (i) required to do so under State or federal law, rules, or regulations, or the collection, use, or disclosure of the social security number is otherwise necessary for the performance of that agency's duties and responsibilities; (ii) the need and purpose for the social security number is documented before collection of the social security number; and (iii) the social security number collected is relevant to the documented need and purpose.
- f. No county employee or official shall require an individual to use his or her social security number to access an Internet website.
- g. No county employee or official shall use a social security number for any purpose other than the purpose for which it was collected.

B. Exceptions-The following exceptions shall apply to the County of DeWitt Identity Protection Policy:

- a. The disclosure of social security numbers to agents, employees, contractors, or subcontractors of a governmental entity or disclosure by a governmental entity to another governmental entity or its agents, employees, contractors, or subcontractors if disclosure is necessary in order for the entity to perform its duties and responsibilities; and, if disclosing to a contractor or subcontractor, prior to such disclosure, the governmental entity must first receive from the contractor or subcontractor a copy of the contractor's or subcontractor's policy that sets forth how the requirements imposed under the Identity Protection Act on a governmental entity to protect an individual's social security number will be achieved.
- b. The disclosure of social security numbers pursuant to a court order, warrant, or subpoena.
- c. The collection, use, or disclosure of social security numbers in order to ensure the safety of: State and local government employees; persons committed to correctional facilities, local jails, and other law-enforcement facilities or retention centers; wards of the State; youth in care as defined in Section 4d of the Children and Family Services Act, and all persons working in or visiting a State or local government agency facility.
- d. The collection, use, or disclosure of social security numbers for internal verification or administrative purposes.
- e. The collection or use of social security numbers to investigate or prevent fraud, to conduct background checks, to collect a debt, to obtain a credit report from a consumer reporting agency under the federal Fair Credit Reporting Act, to undertake any permissible purpose that is enumerated under the federal Gramm-Leach-Bliley Act, or to locate a missing person, a lost relative, or a person who is due a benefit, such as a pension benefit or an unclaimed property benefit.
- f. This policy does not apply to the collection, use, or disclosure of a social security number as required by State or federal law, rule, or regulation.
- g. This policy does not apply to documents that are recorded with a county recorder or required to be open to the public under any State or federal law, rule, or regulation, applicable case law, Supreme Court Rule, or the Constitution of the State of Illinois. Notwithstanding this Section, county recorders must comply with Section 35 of the Identity Protection Act.
- h. This policy does not apply to the judiciary or the circuit clerk pursuant to 5 ILCS 179/40.

C. Freedom of Information Act & Other Requests for Information:

- a. Notwithstanding any other provision of this Act to the contrary, employees and office holders must comply with the provisions of any other State law with respect to allowing the public inspection and copying of information or documents containing all or any portion of an individual's social security number. A person or State or local government agency must redact social security numbers from the information or documents before allowing the public inspection or copying of the information or documents.

D. Training

- a. All current employees and officials of the County of DeWitt shall be trained to protect the confidentiality of social security numbers. Training shall include the proper handling of information that contains social security numbers from the time of collection through the destruction of the information. Any new employees or officials shall receive training before accessing data containing social security numbers.
- b. Only employees who are required to use or handle information or documents that contain social security numbers shall have access to such information or documents.
- c. Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if required to be released as part of a public records request.
- d. When collecting a social security number or upon request by the individual, a statement of the purpose or purposes for which the agency is collecting and using the social security number be provided.
- e. All county offices must advise its employees of the existence of the policy and make a copy of the policy available to each of its employees, and must also make its privacy policy available to any member of the public, upon request. If a local government agency amends its privacy policy, then that agency must file a written copy of the amended policy with the appropriate entity and must

also advise its employees of the existence of the amended policy and make a copy of the amended policy available to each of its employees.

E. Conflict

- a. In the event of a conflict with the Illinois Identity Protection Act and this ordinance State law shall control.

NOW BE IT ALSO DECLARED that the publishing company contracted by the County of DeWitt shall number the above ordinance or ordinances as appropriate during the annual publication of the DeWitt County Code of Ordinances. Until such time this ordinance shall be maintained by the County Clerk and be available for inspection or copying with the current publication of the DeWitt County Code of Ordinances, and shall be referred to as the "County of DeWitt Identity Protection Policy " until the republication of the DeWitt County Code has been completed. This change to the current ordinance/ordinances shall take effect immediately.

Pursuant to a roll-call vote of _____ ayes and _____ nays, such vote being a majority of the members of the DeWitt County Board in attendance and such vote having the required majority of members in attendance voting in favor, this resolution is hereby passed on this _____ day of _____, 2017.

_____ Ritter	_____ Wickenhauser	_____ Ferguson	_____ Reece
_____ Newberg	_____ Perring	_____ Pruser	_____ Redman
_____ Rogers	_____ Nimmo	_____ Tilley	_____ Whitted

County Board Chairman _____
David Newberg

Subscribed and sworn to me this _____ day of _____, 2017

County Clerk: _____

TRAVEL EXPENSE REIMBURSEMENT FORM

Name and Job Title: Dana Smith

Department/Office: Co. Clerk & Recorder

Dates: Jan 15, 16, 2018

Nature of travel: Conference

Meals Total: —

Lodging Total: 180.00 + tax

Mileage Total: 124 = 49.60

ATTACH ALL RECEIPTS AND MILEAGE DOCUMENTATION

Date approved: 12-18-17

<https://www.bconnectedonline.com/get-connected.uhelp> or Password
<https://www.bconnectedonline.com/get-connected.help?>
 34°F (/whats-new/news/weather) / East Peoria, IL

[Sign Up For Offers \(newsletter\)](#)

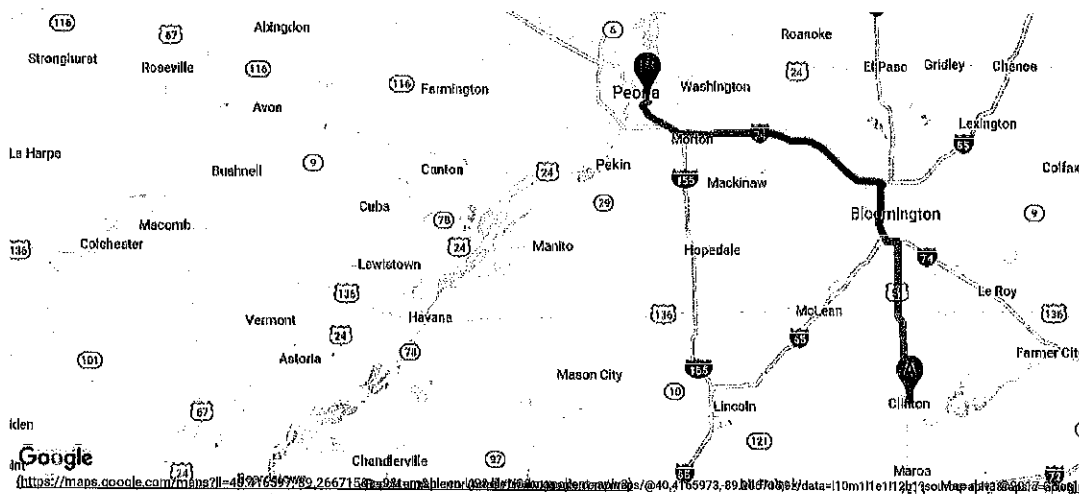
[HOME \(/\)](#) » [DIRECTIONS \(/DIRECTIONS\)](#)

DIRECTIONS

Address: **21 Blackjack Boulevard • East Peoria, IL 61611**

Phone Number: **(309) 699-7711 (tel:+13096997711)**

Toll Free: **800-PAR-A-DICE (800-727-2342) (tel:+18007272342)**



DRIVING DIRECTIONS

201-299 W Washington St, Clinton, IL 61727, USA

62.0 mi. About 58 mins

1. Head west on W Washington St toward Jackson St 0.1 mi
2. Turn right at the 2nd cross street onto N Grant St 0.4 mi
3. Continue onto W Woodlawn St 0.2 mi
4. Turn left onto US-51 BUS N/N Center St 1.0 mi
Continue to follow US-51 BUS N
5. Turn right onto US-51 N 18.6 mi
6. Take the Interstate 74 W/U.S. 51 N ramp to Peoria/Rockford 0.2 mi
7. Merge onto I-74/US-51 N 7.8 mi

Dana Smith

From: PADreservations@Boydgaming.com on behalf of Par-A-Dice Room Reservations [PADreservations@Boydgaming.com]
Sent: Wednesday, December 06, 2017 12:48 PM
To: Dana Smith
Subject: Reservation Confirmation

Dear Dana Smith,

Par-A-Dice Casino and Hotel is pleased to confirm your reservation for the dates listed below. Should you need to cancel or change this reservation, please call (800)727-2342

Reservation Information

Confirmation Number	
Arrival Date	Monday, 01/15/2018
Departure Date	Wednesday, 01/17/2018
Room Rate 1st Night	\$100.80
Bed Type	KING N/S

Policies

Check-in Time	15:00:00
Check-out Time	12:00:00
TAX 2	12.000000%

Hotel Information
Par-a-dice Hotel / Casino
21 Blackjack Blvd
East Peoria IL, 61611
3096997711
8007272342
Par-A-Dice Casino and Hotel

2 night - 180.00
tax 21.60

201.60

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