OPERATIONS & ADMINISTRATIVE COMMITTEE AGENDA

Called by: Keith McDonald, Chairman DATE: THURSDAY, APRIL 21, 2022

Members: John Butitta, Jean Crosby, Paul Arena, Joe Hoffman, Dorothy **TIME:** 5:30 PM **LOCATION:** ROOM 303

Redd, Jaime Salgado COUNTY ADMINISTRATION BLDG

404 ELM STREET ROCKFORD, IL 61101

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of January 6 and February 3, 2022 Minutes
- D. Public Comment This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Resolution Authorizing the Execution of a Renewal Agreement with Reliance Standard to Provide Term Life Insurance and Accidental Death and Dismemberment (AD & D) Insurance
- F. Resolution Authorizing the Execution of a Renewal Agreement with Reliance Standard for Voluntary Life Insurance
- G. Discuss PSB/Family Court Center (FCC) Project
- H. Other Matters
- I. Adjournment

Approval of Minutes

Winnebago County Board Operations and Administrative Committee Meeting

County Administration Building 404 Elm Street, Room 510 Rockford, IL 61101

Thursday, January 6, 2022 5:30 PM

Present: Others Present:

Keith McDonald, Chairman

John Butitta

Pat Thompson, County Administrator

Dave Rickert, Chief Financial Officer

Lafakeria Vaughn, State's Attorney's Office

Paul Arena Ann Johns, Purchasing Director Joe Hoffman Debbie Crozier, HR Department

Dorothy Redd (remote) Lori Gummow, County Clerk & County Recorder

Jaime Salgado Dan Magers, IT Department Shawn Franks, Facilities

Kris Hockison, County Clerk

Tom Jakeway, Trial Court Administrator

Hon. John Lowry, Circuit Judge of 17th Judicial Circuit Court

Chris Petrus, IT Department

Tim Hoffman

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of September 16 and October 7, 2021 Minutes
- D. Public Comment This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Resolution Establishing Precinct Boundaries for the County of Winnebago, Illinois
- F. Resolution Establishing an Ad Hoc Committee to Conduct a Performance Review of Winnebago County Administrator
- G. Discuss Plans for Public Safety Building (PSB)
- H. Discuss Emergency Rental Assistance Program (ERAP)
- I. Other Matters
- J. Adjournment

Chairman McDonald called the meeting to order at 5:30 PM.

Motion by Chairman McDonald and Seconded by Mr. Hoffman to include Dorothy Redd on Zoom. Motion passed by unanimous voice vote.

Motion to approve the minutes of September 16 and October 7, 2021

Moved: Mr. McDonald, Seconded: Ms. Crosby.

Motion passed by unanimous voice vote.

Public Comment

• Tim Hoffman spoke about ERAP and the issue with his tenant.

Resolution Establishing Precinct Boundaries for the County of Winnebago, Illinois

Motion by Mr. McDonald and Seconded by Mr. Arena.

• A discussion followed.

Motion passed by unanimous voice vote.

Resolution Establishing an Ad Hoc Committee to Conduct a Performance Review of Winnebago County Administrator

Motion by Mr. McDonald and Seconded by Mr. Hoffman.

A discussion followed.

Motion passed by unanimous voice vote.

Discuss Plans for Public Safety Building (PSB)

• A discussion followed.

Discuss Emergency Rental Assistance Program (ERAP)

• A discussion followed.

Other Matters

• Mr. McDonald spoke about possibly having the next meeting on the fourth floor of the Courthouse.

Motion to Adjourn. Moved: Mr. Hoffman, Seconded: Mr. Arena.

Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling

Administrative Assistant

Winnebago County Board Operations and Administrative Committee Meeting

County Administration Building 404 Elm Street, Room 303 Rockford, IL 61101

Thursday, February 3, 2022 5:30 PM

<u>Present:</u> <u>Others Present:</u>

Keith McDonald, Chairman

John Butitta

Jean Crosby

Pat Thompson, County Administrator

Dave Rickert, Chief Financial Officer

Lafakeria Vaughn, State's Attorney's Office

Paul Arena Ann Johns, Purchasing Director Joe Hoffman Debbie Crozier, HR Department

Dorothy Redd Lori Gummow, County Clerk & County Recorder

Angie Goral, County Board Member

Absent: Shawn Franks, Facilities

Jaime Salgado Tom Jakeway, Trial Court Administrator

Hon. John Lowry, Circuit Judge of 17th Judicial Circuit Court

Nicole Ticknor, 17th Judicial Circuit Court

Chris Petrus, IT Department

Tom Hodges, Supervisor of Assessments Chris Green, Rockford Register Star

Anthony Miceli, Machesney Park Deputy Chief

Ged Trias, Larson & Darby

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of November 4 and 18, 2021 Minutes
- D. Public Comment This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Resolution Appointing John Butitta to the Board of Trustees of the Northern Illinois Land Bank Authority
- F. Resolution Declaring Vacancy in Winnebago County Board District 20
- G. Resolution Submitting to the Electors by Referendum the Advisory Question of Increasing the Tax Levied by the County of Winnebago, Illinois for the Specific Purpose of Maintaining River Bluff Nursing Home
- H. PSB/Family Court Center Discussion
- I. Discussion About Annual Performance Evaluation Criteria of County Administrator

- J. Other Matters
- K. Adjournment

Chairman McDonald called the meeting to order at 5:32 PM.

Motion to approve the minutes of November 4 and 18, 2021

Moved: Ms. Crosby, Seconded: Mr. Hoffman.

Motion passed by unanimous voice vote.

Public Comment

Chairman McDonald omitted reading the Public Comment section of the Agenda due to no one present to speak.

Resolution Appointing John Butitta to the Board of Trustees of the Northern Illinois Land Bank Authority

Motion by Mr. McDonald and Seconded by Ms. Crosby and Mr. Arena.

• A discussion followed.

Motion passed by unanimous voice vote with Mr. Butitta abstaining.

Resolution Declaring Vacancy in Winnebago County Board District 20

Motion by Mr. McDonald and Seconded by Mr. Arena.

• A discussion followed.

Motion passed by unanimous voice vote.

Resolution Submitting to the Electors by Referendum the Advisory Question of Increasing the Tax Levied by the County of Winnebago, Illinois for the Specific Purpose of Maintaining River Bluff Nursing Home

Motion by Mr. Butitta and Seconded by Ms. Crosby.

• A discussion followed.

Motion passed by unanimous voice vote.

PSB/Family Court Center Discussion

• A discussion followed.

Discussion About Annual Performance Evaluation Criteria of County Administrator

• A discussion followed.

Other Matters

None

Motion to Adjourn. Moved: Ms. Crosby, Seconded: Mr. Hoffman.

Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling

Administrative Assistant



Resolution Executive Summary

Prepared By: Debbie Crozier/Human Resources

Committee: Operations and Administrative Committee

Committee Date: April 21, 2022

Resolution Title: Resolution Authorizing the Execution of a Renewal Agreement with Reliance

Standard To Provide Term Life Insurance and Accidental Death and

Dismemberment (AD&D) Insurance

Board Meeting Date: April 28, 2022

Budget Information:

Was item budgeted? Y	es Appropriation Amount: \$20,256 Increase
If not, explain funding so	ource:
ORG/OBJ/Project Code:	48500-43172 Budget Impact : \$20,256 Increase

Background Information:

Winnebago County provides a \$20,000 basic/AD&D term life insurance policy to all full time employees. We have been with Reliance Standard since June 2017, after a 12% rate decrease in 2020, our rate for 2022 is increasing 80%. The increase is based on our experience for the past 36 months, we have filed 8 basic life insurance claims in 36 months.

Recommendation:

County Administrator, Patrick Thompson and Human Resources Director, Debbie Crozier, have reviewed the resolution presented to the Board and recommend its approval.

Contract/Agreement:

June 1, 2022 – May 31, 2025

Legal Review: Reviewed with the States Attorney's Office.

Follow-Up: N/A

County Board: April 28, 2022

R E S O L U T I O N of the COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Sponsored by: Keith McDonald

Submitted by: Operations and Administrative Committee

2022 CR

RESOLUTION AUTHORIZING THE EXECUTION OF A RENEWAL AGREEMENT WITH RELIANCE STANDARD TO PROVIDE TERM LIFE INSURANCE AND ACCIDENTAL DEATH & DISMEMBERMENT (AD&D) INSURANCE

WHEREAS, the County of Winnebago provides to all employees a term life insurance policy of \$20,000, with an accidental death & dismemberment rider; and,

WHEREAS, Reliance Standard has proposed the following rates to Winnebago County for life insurance for 2 years effective June 1, 2022:

\$3.60 (\$0.18/\$1,000) per employee per month for life insurance \$.20 (\$0.01/\$1,000) per employee per month for AD&D

WHEREAS, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the renewal and recommends that the County Board authorize execution of an agreement with Reliance Standard for the administration of the term life insurance and AD&D coverage for the timeframe of June 1, 2022 through May 31, 2025.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that the Winnebago County Board Chairman is hereby authorized to execute an agreement attached hereto as Resolution Exhibit A with Reliance Standard, 1100 E. Woodfield Road, Suite 427, Schaumburg, IL 60172 for life insurance and AD&D coverage.

BE IT FURTHER RESOLVED that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Director of Purchasing, Director of Human Resources, County Auditor and the County Board Office.

Respectfully Submitted, OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE DISAGREE

KEITH McDonald, Chairman	Keith McDonald, Chairman
JOHN BUTITTA, VICE CHAIRPERSON	John Butitta, Vice Chairman
Paul Arena	Paul Arena
JEAN CROSBY	Jean Crosby
JOE HOFFMAN	JOE HOFFMAN
DOROTHY REDD	Dorothy Redd
JAIME SALGADO	JAIMIE SALGADO
The above and foregoing Resolution was adopte	ed by the County Board of the County of
Winnebago, Illinois thisday of	2022.
ATTESTED BY:	JOSEPH CHIARELLI CHAIRMAN OF THE COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS
LORI GUMMOW	

CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS





April 22, 2022

Ms. Deb Crozier Winnebago County 404 Elm Street Rockford, IL 61104

Dear Ms. Crozier:

Thank you for allowing Reliance Standard and Matrix the opportunity to provide employee benefits to Winnebago County. We value the relationship and are excited to be part of your employees' benefits solutions.

As part of our commitment to superior service delivery, we continually review our customers' plan design in order to determine appropriate performance and pricing. Contributing pricing factors may include your claims experience, the nature of your business, geographic location(s), and employer contribution level(s), among other factors. In addition to the aforementioned contributing pricing factors, please note that we reserve the right to adjust the premium rate at any time if there is a change in federal or state laws, insurance programs or retirement benefits that would impact our liability. If such adjustments are required, notice will be sent at that time under separate cover.

In this regard, we have calculated the renewal rates for your in-force program with us. Below are your renewal rates and fees, effective June 1, 2022 through June 1, 2025. **NOTE:** Any lines not mentioned below will renew at the existing rates. If Winnebago County also has a Dental or Vision policy with Reliance Standard, the renewal notification will be sent under separate cover.

Please review the information and feel free to contact your local Sales Partner and/or Client Manager if you have any questions.

Line of Coverage – Insurance Products Underwritten by Reliance Standard	Policy Number	In-Force Rate	Renewal Rate
Life Insurance	GL157841	\$.10/\$1,000	\$.18/\$1,000
Basic AD&D Insurance	GL157841	\$.01/\$1,000	\$.01/\$1,000
Life Insurance – Dependent/Supplemental Life	GL157845	Step Rates	Step Rates

The pricing contained within this renewal is determined holistically and predicated on all lines and services remaining inforce upon accepting the renewal

We are a proud member of the Tokio Marine Group, one of the largest and most respected insurance groups in the world. Your satisfaction with your benefits partner is about more than cost; it's about value and service for you and your employees.





Thank you again for choosing Reliance Standard and Matrix, we value your business and look forward to our continued partnership.

Sincerely,

Sherri Webber Underwriting Assistant Reliance Standard

cc: Brian Huinker, Group Benefit Partners LLC, 866-496-3102
Jake Duffy, Reliance Standard Life Insurance, Chicago 800-922-0509
Hope Figueroa, Reliance Standard Life Insurance, hope.figueroa@rsli.com

Reliance Standard is a branding name. Insurance products and services are offered by Reliance Standard Life Insurance Company in all states (except New York), the District of Columbia, Puerto Rico, the U.S. Virgin Islands and Guam. In New York, insurance products and services are offered by First Reliance Standard Life Insurance Company, Home Office, and New York, NY. Not all products are available in all states. Absence Services are provided by Matrix Absence Management, Inc.

RELIANCE STANDARD

A MEMBER OF THE TOKIO MARINE GROUP

1700 Market Street, Suite 1200 Philadelphia, Pennsylvania 19103-3938 (267) 256-3500 (800) 351-7500

April 11, 2022

WINNEBAGO COUNTY 404 ELM STREET ROCKFORD, ILLINOIS 61104

Attention: Ms. Deb Crozier

RE: POLICYHOLDER: Winnebago County

GROUP LIFE INSURANCE POLICY NUMBER: GL 157845

Dear Ms. Crozier:

This letter will confirm the Administrative Agreement by and between Reliance Standard Life Insurance Company (herein called the Company) and the above named Policyholder regarding the terms of the approved "Enrollment Period". This agreement takes effect on May 1, 2022.

An "Enrollment Period" will take place from May 1, 2022 through May 31, 2022. During this time, applications for employees and spouses who were previously eligible and are now applying for initial insurance coverage or are insured and applying for additional insurance coverage will not require proof of good health for insurance coverage up to the guarantee issue limits stated in this Policy, provided:

- (1) the application is complete, signed, and received by the Policyholder during the "Enrollment Period";
- (2) the employee and/or the spouse was not previously declined for group life insurance with the Company; and
- (3) the employee and/or the spouse did not have an application withdrawn or marked as incomplete for any reason.

Insurance coverage applied for during this "Enrollment Period" will be effective on June 1, 2022, provided the employee is Actively at Work, the spouse is not confined in a hospital or at home, applicable premium is paid and any applicable service waiting period has been satisfied.

All amounts in excess of the guarantee issue limits stated in the Policy, are subject to the Company's approval of proof of good health and such amounts of insurance will not be effective until approved by the Company.

This Agreement constitutes the entire agreement (related to this subject matter) between the parties hereto.

Any amendments or modifications of this Agreement can only be made by a writing that is signed by both parties.

This Agreement may be terminated by either party with 31 days advance notice to the other party.

This Agreement is subject to the laws of the state of Illinois.



Page 2 GL 157845 April 11, 2022

This Agreement is not considered to be part of the Policy, but will terminate in the event the Policy terminates.

All terms and conditions, including applicable limitations and exclusions, of the Policy remain in full force and effect as stated therein. Except as stated herein, nothing contained in this Agreement will alter or affect any of the terms of the Policy.

RELIANCE STANDARD LIFE INSURANCE COMPANY	Winnebago County	
Mishel Spiner		
Signature	Signature	
	Name	
Michael Spinelli		
Assistant Vice President, Underwriting	Title	
April 11, 2022		
	Date	



*BC3ADAGL8



Resolution Executive Summary

Prepared By: Debbie Crozier/Human Resources

Committee: Operations and Administrative Committee

Committee Date: April 21, 2022

Resolution Title: Resolution Authorizing the Execution of a Renewal Agreement with Reliance

Standard for Voluntary Life Insurance

Board Meeting Date: April 28, 2022

Budget Information:

Was item budgeted? N/A	Appropriation Amount: 100% Employee Paid
If not, explain funding source:	
ORG/OBJ/Project Code: N/A	Budget Impact: 100% Employee Paid

Background Information:

Winnebago County offers a voluntary life insurance option for all full time employees. 191 employees have the voluntary life benefit. The rates are not increasing for 2022.

Recommendation:

County Administrator, Patrick Thompson and Human Resources Director, Debbie Crozier, have reviewed the resolution presented to the Board and recommend its approval.

Contract/Agreement:

June 1, 2022 – May 31, 2025

Legal Review: Previously reviewed with the States Attorney's Office.

Follow-Up: N/A

County Board: April 28, 2022

R E S O L U T I O N of the COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Sponsored by: Keith McDonald

Submitted by: Operations and Administrative Committee

2022 CR

RESOLUTION AUTHORIZING THE EXECUTION OF A RENEWAL AGREEMENT WITH RELIANCE STANDARD FOR VOLUNTARY LIFE INSURANCE

WHEREAS, the County of Winnebago offers voluntary life insurance to active employees; and,

WHEREAS, Reliance Standard has proposed the attached rates to Winnebago County for voluntary life insurance coverage for 2 years effective June 1, 2022:

See Attachment A

This benefit is 100% employee paid.

WHEREAS, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the renewal and recommends that the County Board authorize execution of an agreement with Reliance Standard for the administration of the voluntary life insurance coverage for the timeframe of June 1, 2022 through May 31, 2025.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that the Winnebago County Board Chairman is hereby authorized to execute an agreement attached hereto as Resolution Exhibit A with Reliance Standard, 1100 E. Woodfield Road, Suite 427, Schaumburg, IL 60172 for voluntary life insurance coverage.

BE IT FURTHER RESOLVED that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Director of Purchasing, Director of Human Resources, County Auditor and the County Board Office.

Respectfully Submitted, OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE DISAGREE

KEITH McDonald, Chairman	Keith McDonald, Chairman
JOHN BUTITTA, VICE CHAIRPERSON	John Butitta, Vice Chairman
PAUL ARENA	Paul Arena
JEAN CROSBY	Jean Crosby
JOE HOFFMAN	JOE HOFFMAN
DOROTHY REDD	DOROTHY REDD
JAIME SALGADO	JAIMIE SALGADO
The above and foregoing Resolution was adopte	d by the County Board of the County of
Winnebago, Illinois thisday of	2022.
ATTESTED BY:	JOSEPH CHIARELLI CHAIRMAN OF THE COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS
LORI GUMMOW	

CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

Winnebago County

Voluntary Life & AD&D - Plan Analysis

Renewal Date June 1, 2022



Exhibit A

Current Reliance Standard Rate Per \$1,000 EE

Renewal Reliance Standard

Rate Per \$1,000			
Age	EE	SP	
<30	\$ 0.050	\$ 0.050	[
30-34	\$ 0.060	\$ 0.060	<u>;</u>
35-39	\$ 0.080	\$ 0.080	
40-44	\$ 0.090	\$ 0.090] [
45-49	\$ 0.120	\$ 0.120] [
50-54	\$ 0.210	\$ 0.210	
55-59	\$ 0.340	\$ 0.340	
60-64	\$ 0.580	\$ 0.580	
65-69	\$ 0.690	\$ 0.690	
70-74	\$ 1.270	\$ 1.270	
75+	\$ 2.060	\$ 2.060	1 [
AD&D	\$ 0.020	\$ 0.020	
Child Life		\$ 0.210	
Child AD&D		\$ 0.020	

Rate Per \$1,000			
Age	E	SP	
<30	\$ 0.050	\$ 0.050	
30-34	\$ 0.060	\$ 0.060	
35-39	\$ 0.080	\$ 0.080	
40-44	\$ 0.090	\$ 0.090	
45-49	\$ 0.120	\$ 0.120	
50-54	\$ 0.210	\$ 0.210	
55-59	\$ 0.340	\$ 0.340	
60-64	\$ 0.580	\$ 0.580	
65-69	\$ 0.690	\$ 0.690	
70-74	\$ 1.270	\$ 1.270	
75+	\$ 2.060	\$ 2.060	
AD&D	\$ 0.020	\$ 0.020	
Child Life		\$ 0.210	
Child AD&D		\$ 0.020	

Rates are not final until approved by insurance carrier. Illustration is for comparative purposes only. Please see carrier brochure/certificate for exact coverage.

The information contained herein is subject to the disclosures and disclaimers on the final page of this presentation.

Accepted Opt Date	Client Signature	 Date	GBS Auth Agent	