

## A M E N D E D   A G E N D A

**Presentations**

- “Domestic Violence Grant Update” – Presented by Judge Rosemary Collins

**Proclamations**                    -    **Recognizing Angel Martinez**

**Public Participation**        -    **Rev. Derrick Shelby**    -        **Taxes**    -        **CON**

## **Minutes**

**“May I Please Have a Motion to Approve the Minutes from the November 21, 2017 Meeting and to Layover the Minutes from the December 7, 2017 Meeting.**

**Announcements & Communications-----MARGIE MULLINS**

**“The Items Listed Below Were Received as Correspondence”  
Chairman Haney To Be “PLACED ON FILE”.**

- 1. County Clerk Mullins received from the United States Nuclear Regulatory Commission the following:**
  - A. Federal Register / Vol. 82, No. 232 / Tuesday, December 5, 2017 / Notices (Received 12-8-17)**
  - B. Letter to the Petitioners on the Enclosed List regarding the Final Director’s Decision Under 10 CFR 2.206. (Received 12-14-17)**
  - C. Summary of December 7, 2017, Meeting with Exelon Generation Company, LLC on its Planned Fleet License Amendment Request to Revise the Minimum Staffing Requirements for Emergency Response (EPID L-2017-LRM-0055) (Received 12-18-17)**
  - D. Byron Station, Units 1 and 2-NRC Inspection Report 05000454/2017010 and 05000455/2017010. (Received 12-19-17)**
  - E. Federal Register / Vol. 82, No. 242 / Tuesday, December 19, 2017 / Notices (Received 12-19-17)**
- 2. County Clerk Mullins received from Chief Deputy Winnebago County Treasurer Theresa Grennan the Investment Report for December 2017.**
- 3. County Clerk Mullins received from Comcast a letter regarding updated personnel information.**

4. **County Clerk Mullins received from Illinois Environmental Protection Agency Notice of Application for Permit to Manage Waste. Description of Project: Application requesting to modify the permitted processing area locations.**

**GO TO REGULAR AGENDA**

**REVISED**

**12/19/17**

# **WINNEBAGO COUNTY BOARD AGENDA**



Winnebago County Courthouse  
400 West State Street ~ Rockford, IL 61101  
County Board Room ~ 8<sup>th</sup> Floor

**Thursday, December 21, 2017  
6:00 p.m.**

## **Awards, Proclamations, Presentations, Public Hearings, and Public Participation**

- Awards – None
- Presentations – “Domestic Violence Grant Update” – Presented by Judge Rosemary Collins
- Proclamation – Recognizing Angel Martinez

## **Board Member Correspondence**

### **Chairman’s Report**

- Fiscal Year 2017 Major Revenue Update

### **Consent Agenda**

- Raffle Report
- Bills

## **Standing Committee Reports**

### **1. Finance Committee – Ted Biondo, Committee Chairman**

- A. Committee Report
- B. Resolution Authorizing the Settlement of Pending Litigation
- C. Resolution Adopting Rules and Procedures for Finance Committee Budget Hearings
- D. Resolution Authorizing County Contribution for State’s Attorneys’ Appellate Prosecutor’s Program

### **2. Zoning Committee – Jim Webster, Committee Chairman**

- A. Planning and/or Zoning Requests: NONE
- B. Committee Report

### **3. Economic Development Committee – Fred Wescott, Committee Chairman**

- A. Committee Report

4. **Operations & Administrative Committee – Gary Jury, Committee Chairman**
  - A. Committee Report
  - B. Resolution Authorizing the Execution of a Renewal Agreement with Sun Life Financial for Stop Loss Specific and Aggregate Coverage on the Self-Insured Co-Pay/POS, PPO, and HDHP Medical Plans
  - C. Resolution Awarding Proposal for Telecommunications Line and Service Audit
  - D. Resolution Authorizing the Administrator of River Bluff Nursing Home to Renew Agreements for Nursing Services
5. **Public Works Committee – Dave Kelley, Committee Chairman**
  - A. Committee Report
6. **Public Safety Committee – Dave Fiduccia, Committee Chairman**
  - A. Committee Report

#### **Ad Hoc Committees**

- Government Affairs & Strategic Planning Committee – Eli Nicolosi, Committee Chairman**
- A. Committee Report

#### **Unfinished Business**

#### **New Business**

#### **Appointment(s):**

#### **North Park Fire Protection District**

December 1, 2017 – November 30, 2020

Jeff Vaughan

#### **Adjournment**

**Next Meeting: Thursday, January 11, 2018**



# PROCLAMATION

## *In Recognition of* **Angel Martinez**

**WHEREAS**, Angel Martinez has won numerous championships in the sport of boxing. He was named the 2014, 2016, and 2017 United States National Champion, 2017 National Youth Champion, and 2017 National Golden Gloves Champion; and

**WHEREAS**, Angel Martinez' most recent accomplishment was winning the 2017 USA Youth National Championship, the Outstanding Boxer award, and is ranked #1 in the youth men's division at 108 pounds by USA Boxing; and

**WHEREAS**, Angel Martinez won a spot on the 2018 High Performance Team in the youth division and will be traveling to Colorado, Russia, and Argentina for training; and

**WHEREAS**, at 17 years old, Angel Martinez is the most decorated amateur boxer in Rockford since bronze medalist Kenneth Gould in 1988. He is on course to represent the United States at the 2020 Olympic Games in Tokyo, Japan; and

**WHEREAS**, Angel Martinez honorably represents his home community, Winnebago County, and Auburn High School, by his dedication, achievement, and positive example to other young leaders.

**NOW, THEREFORE BE IT RESOLVED**, I, Chairman Frank Haney, on behalf of the Winnebago County Board do hereby recognize Angel Martinez for his numerous accomplishments in boxing and for all of the hard work and dedication in making these achievements possible.



IN WITNESS WHEREOF, I have hereunto set my hand and cause the seal of the County of Winnebago, Illinois to be affixed this 21<sup>st</sup> day of December 2017.

**Frank Haney, Chairman**  
**Winnebago County Board**

# **CHAIRMAN'S REPORT**

Income Tax									
Month	FY2014	FY2015	FY2016	FY2017	FY2017 (Budgeted)	FY2017 Monthly Variance and Percentage (Compared to Prior Year)		Cumulative Variance Amount	%
October	562,110	567,824	610,898	523,673		(87,225)	-14.28%	(87,225)	-14.28%
November	372,166	382,823	402,801	351,478		(51,323)	-12.74%	(138,548)	-13.67%
December	297,058	287,859	315,017	318,430		3,413	1.08%	(135,135)	-10.17%
January	550,102	487,729	591,064	514,832		(76,232)	-12.90%	(211,367)	-11.01%
February	583,799	727,694	646,808	595,437		(51,371)	-7.94%	(262,738)	-10.24%
March	333,441	317,455	374,458	311,655		(62,803)	-16.77%	(325,541)	-11.07%
April	583,093	648,726	579,406	601,018		21,612	3.73%	(303,929)	-8.63%
May	904,946	1,073,258	816,664	802,474		(14,190)	-1.74%	(318,119)	-7.33%
June	337,066	445,707	390,368	415,014		24,646	6.31%	(293,473)	-6.21%
July	557,854	628,866	557,120	549,012		(8,108)	-1.46%	(301,581)	-5.71%
August	325,428	364,942	324,433	262,371		(62,062)	-19.13%	(363,643)	-6.48%
September	318,234	347,586	354,377	309,472		(44,905)	-12.67%	(408,548)	-6.85%
Gross revenue	5,725,297	6,280,469	5,963,414	5,554,866		(408,548)			
Debt service transfers	(1,451,500)	(1,758,000)	(1,892,062)	(2,086,086)					

Net revenue      **4,273,797**      **4,522,469**      **4,071,352**      **3,468,780**      **4,398,000**      **Budget vs. Prior Year**      **326,648**      **(929,220) Under budget**

1% Sales Tax									
Month	FY2014	FY2015	FY2016	FY2017	FY2017 (Budgeted)	FY2017 Monthly Variance and Percentage (Compared to Prior Year)		Cumulative Variance Amount	
October	109,974	94,695	88,655	91,349		2,694	3.04%	2,694	3.04%
November	96,273	96,075	82,110	88,695		6,585	8.02%	9,279	5.43%
December	101,259	103,212	101,371	97,443		(3,928)	-3.87%	5,351	1.97%
January	80,457	66,694	60,188	74,404		14,216	23.62%	19,567	5.89%
February	76,537	49,846	60,403	60,774		371	0.61%	19,938	5.08%
March	90,648	76,798	126,933	78,883		(48,050)	-37.85%	(28,112)	-5.41%
April	99,948	91,867	87,111	85,379		(1,732)	-1.99%	(29,844)	-4.92%
May	118,005	99,775	107,013	107,249		236	0.22%	(29,608)	-4.15%
June	109,119	95,054	99,918	101,380		1,462	1.46%	(28,146)	-3.46%
July	100,759	97,768	85,228	93,722		8,494	9.97%	(19,652)	-2.19%
August	93,959	86,032	87,778	101,404		13,626	15.52%	(6,026)	-0.67%
September	97,677	88,838	86,683	107,385		20,702	23.88%	14,676	1.63%
Gross revenue	1,174,615	1,046,654	1,073,391	1,088,067	1,103,000	14,676			
						Budget vs. Prior Year	29,609	(14,933) Under budget	

.025% Sales Tax									
Month	FY2014	FY2015	FY2016	FY2017	FY2017 (Budgeted)	FY2017 Monthly Variance and Percentage (Compared to Prior Year)		Cumulative Variance Amount	
October	638,976	685,205	678,143	656,145		(21,998)	-3.24%	(21,998)	-3.24%
November	652,003	672,865	668,267	671,794		3,527	0.53%	(18,471)	-1.37%
December	754,702	789,367	778,317	797,510		19,193	2.47%	722	0.03%
January	529,950	555,076	543,117	563,850		20,733	3.82%	21,455	0.80%
February	604,562	579,186	618,824	588,370		(30,454)	-4.92%	(8,999)	-0.27%
March	689,850	677,492	699,951	692,773		(7,178)	-1.03%	(16,177)	-0.41%
April	679,572	655,577	657,898	677,230		19,332	2.94%	3,155	0.07%
May	722,119	710,092	706,256	711,929		5,673	0.80%	8,828	0.16%
June	728,418	723,715	720,978	737,950		16,972	2.35%	25,800	0.42%
July	706,617	693,346	677,356	710,915		33,559	4.95%	59,359	0.88%
August	700,441	701,990	691,899	705,701		13,802	1.99%	73,161	1.08%
September	691,141	675,220	665,785	699,811		34,026	5.11%	107,187	1.59%
Gross revenue	8,098,351	8,119,131	8,106,791	8,213,978	8,226,000	107,187			
Debt service transfers			(321,966)	(317,225)			Budget vs. Prior Year	119,209	(12,022) Under budget
Net revenue	8,098,351	8,119,131	7,784,825	7,896,753					

Use Tax									
Month	FY2014	FY2015	FY2016	FY2017	FY2017 (Budgeted)	FY2017 Monthly Variance and Percentage (Compared to Prior Year)		Cumulative Variance Amount	
October	91,034	107,417	115,775	125,732		9,957	8.60%	9,957	8.60%
November	85,702	102,122	114,903	122,070		7,167	6.24%	17,124	7.42%
December	134,842	154,792	164,311	189,690		25,379	15.45%	42,503	10.76%
January	71,500	54,765	100,952	109,580		8,628	8.55%	51,131	10.31%
February	70,192	106,892	102,905	103,126		221	0.21%	51,352	8.58%
March	92,674	112,701	120,921	134,107		13,186	10.90%	64,538	8.97%
April	85,434	110,626	117,779	115,164		(2,615)	-2.22%	61,923	7.39%
May	90,772	105,737	114,607	116,031		1,424	1.24%	63,347	6.65%
June	101,319	118,856	129,260	122,726		(6,534)	-5.05%	56,813	5.25%
July	86,396	110,197	102,873	117,494		14,621	14.21%	71,434	6.69%
August	93,564	100,694	112,148	124,953		12,805	11.42%	84,239	7.90%
September	113,530	116,596	115,284	131,683		16,399	14.22%	100,638	9.90%
Gross revenue	1,116,959	1,301,395	1,411,718	1,512,356	1,440,000	100,638			

Budget vs. Prior Year 28,282 72,356 Over budget

Replacement Tax									
Month	FY2014	FY2015	FY2016	FY2017	FY2017 (Budgeted)	FY2017 Monthly Variance and Percentage (Compared to Prior Year)		Cumulative Variance Amount	
October	254,354	224,008	216,798	214,599		(2,199)	-1.01%	(2,199)	-1.01%
November									
December	860,908	746,681	705,822	797,541		91,719	12.99%	89,520	9.70%
January	255,492	213,158	283,475	512,318		228,843	80.73%	318,363	26.40%
February									
March	1,141,853	1,304,566	1,009,526	1,305,065		295,539	29.28%	613,902	27.71%
April	842,739	1,074,860	815,630	840,460		24,830	3.04%	638,732	21.07%
May									
June	849,059	883,024	886,666	859,437		(27,229)	-3.07%	611,503	15.61%
July	91,329	119,004	103,221	39,626		(63,595)	-61.61%	547,908	13.63%
August									
September	841,568	887,665	806,480	586,716		(219,764)	-27.25%	328,144	6.80%
Gross revenue	5,137,302	5,452,966	4,827,618	5,155,762	4,450,000	328,144			

Budget vs. Prior Year (377,618) 705,762 Over budget

Public Safety Sales Tax									
Month	FY2014	FY2015	FY2016	FY2017	FY2017 (Budgeted)	FY2017 Monthly Variance and Percentage (Compared to Prior Year)		Cumulative Variance Amount	%
October	2,211,644	2,316,568	2,291,633	2,213,085		(78,548)	-3.43%	(78,548)	-3.43%
November	2,273,019	2,339,078	2,291,433	2,285,525		(5,908)	-0.26%	(84,456)	-1.84%
December	2,723,858	2,776,249	2,748,129	2,813,609		65,480	2.38%	(18,976)	-0.26%
January	1,858,687	1,879,145	1,833,995	1,909,505		75,510	4.12%	56,534	0.62%
February	2,015,686	1,924,863	2,020,299	1,936,307		(83,992)	-4.16%	(27,458)	-0.25%
March	2,289,157	2,253,153	2,323,176	2,292,849		(30,327)	-1.31%	(57,785)	-0.43%
April	2,237,088	2,182,741	2,171,762	2,268,777		97,015	4.47%	39,230	0.25%
May	2,429,954	2,389,252	2,363,153	2,335,468		(27,685)	-1.17%	11,545	0.06%
June	2,499,321	2,459,702	2,421,065	2,422,876		1,811	0.07%	13,356	0.07%
July	2,367,686	2,307,935	2,233,920	2,328,735		94,815	4.24%	108,171	0.48%
August	2,344,463	2,320,396	2,280,457	2,297,223		16,766	0.74%	124,937	0.55%
September	2,356,740	2,255,969	2,256,925	2,322,461		65,536	2.90%	190,473	0.84%
Gross revenue	27,607,303	27,405,051	27,235,947	27,426,420		190,473			
Debt service transfers	(8,247,250)	(8,414,989)	(5,938,845)	(5,252,305)					

Net revenue 19,360,053 18,990,062 21,297,102 22,174,115 27,983,000 Budget vs. Prior Year 747,053 (556,580) Under budget

Total major revenue used to fund debt service in fiscal year 2017

7,338,391

# **CONSENT AGENDA**

## RAFFLE APPLICATION REPORT

Presently the County Clerk's office has Raffle Applications submitted by  
7 different organizations for 21 Raffles.

All applying organizations have complied with the requirements of the Winnebago  
County Raffle Ordinance. All fees have been collected, bonds received and all  
individuals involved with the raffles have received the necessary Sheriff's  
Department clearance.

The Following Have Requested A Class A, General License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT
29638	1	PAWS HUMANE SOCIETY	02/17/2018-02/17/2018	\$5,000.00
29639	1	ROCKFORD UNIVERSITY	12/22/2017-02/17/2018	\$5,000.00
29640	1	ROCKY MOUNTAIN ELK FOUNDATION	01/03/2018-04/14/2018	\$1,389.99
29656	1	ROCKFORD ICEHOGS BOOSTER CLUB	01/02/2018-01/02/2018	\$2,000.00
29657	1	ROCKFORD ICEHOGS BOOSTER CLUB	01/06/2018-01/06/2018	\$2,000.00
29658	1	ROCKFORD ICEHOGS BOOSTER CLUB	01/07/2018-01/07/2018	\$2,000.00

The Following Have Requested A Class B, MULTIPLE (2, 3 OR 4) LICENSE				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT

The Following Have Requested A Class C, One Time Emergency License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT
29641	1	HEIDI BREON CANCER FUNDRAISER	01/20/2018-01/20/2018	\$1,000.00

The Following Have Requested A Class D, E, & F Limited Annual License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT
29642	1	NORTHERN IL BPA FOUNDATION-CHERRY BOWL	01/01/2018-12/31/2018	\$100.00
29643	1	NORTHERN IL BPA FOUNDATION-CHERRY BOWL	01/01/2018-12/31/2018	\$100.00
29644	1	NORTHERN IL BPA FOUNDATION-CHERRY BOWL	01/01/2018-12/31/2018	\$100.00
29645	1	NORTHERN IL BPA FOUNDATION-CHERRY BOWL	01/01/2018-12/31/2018	\$100.00
29646	1	NORTHERN IL BPA FOUNDATION-CHERRY BOWL	01/01/2018-12/31/2018	\$100.00
29647	1	NORTHERN IL BPA FOUNDATION-CHERRY BOWL	01/01/2018-12/31/2018	\$100.00
29648	1	NORTHERN IL BPA FOUNDATION-CHERRY BOWL	01/01/2018-12/31/2018	\$100.00
29649	1	NORTHERN IL BPA FOUNDATION-FOREST HILLS	01/01/2018-12/31/2018	\$100.00
29650	1	NORTHERN IL BPA FOUNDATION-FOREST HILLS	01/01/2018-12/31/2018	\$100.00
29651	1	NORTHERN IL BPA FOUNDATION-FOREST HILLS	01/01/2018-12/31/2018	\$100.00
29652	1	NORTHERN IL BPA FOUNDATION-FOREST HILLS	01/01/2018-12/31/2018	\$100.00
29653	1	NORTHERN IL BPA FOUNDATION-FOREST HILLS	01/01/2018-12/31/2018	\$100.00
29654	1	NORTHERN IL BPA FOUNDATION-FOREST HILLS	01/01/2018-12/31/2018	\$100.00
29655	1	NORTHERN IL BPA FOUNDATION-FOREST HILLS	01/01/2018-12/31/2018	\$100.00

This concludes my report

Deputy Clerk Angela Reina

MARGIE M. MULLINS,  
Winnebago County Clerk

Date 21-Dec-17

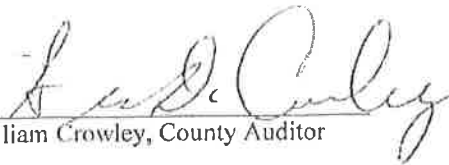
RESOLUTION

TO THE HONORABLE COUNTY BOARD OF WINNEBAGO COUNTY:

Your County Auditor respectfully submits the following summarized report of the claims to be paid and approved:

<u>FUND NAME</u>	<u>RECOMMENDED FOR PAYMENT</u>
GENERAL FUND	3,878,709.39
PUBLIC SAFETY TAX	1,425,471.58
DOCUMENT STORAGE FUND	32,203.32
TREASURER'S DELINQUENT TAX FU	3,715.28
VITAL RECORDS FEE FUND	804.58
RECORDERS DOCUMENT FEE FUND	17,297.48
COURT AUTOMATION FUND	15,587.98
CHILD SUPPORT & COLLECTIN FE	6,842.32
CHILDREN'S WAITING ROOM FUND	11,499.92
RENTAL HOUSING FEE FUND	28,971.00
911 OPERATIONS FUND	331,705.38
PROBATION SERVICE FUND	35,560.44
HOST FEE FUND	367,718.44
DEFERRED PROSECUTION PROGRAM	3,775.58
LAW LIBRARY	15,263.93
DETENTION HOME	197,770.15
WINGIS GEOR INFO SYSTEMS FUND	11,910.85
FORECLOSURE MEDIATION FUND	2,234.97
MEMORIAL HALL	16,120.65
CHILD ADVOCACY PROJECT	42,199.12
COUNTY HIGHWAY	494,201.52
COUNTY BRIDGE FUND	76,517.86
FEDERAL AID MATCHING FUND	58,795.31
MOTOR FUEL TAX FUND	84,397.14
TOWNSHIP HIGHWAY FUND	14,497.69
VETERANS ASSISTANCE FUND	10,050.16
HEALTH INSURANCE	751,514.37
EMPLOYER SOCIAL SECURITY FUND	343,913.74
ILLINOIS MUNICIPAL RETIRE	583,341.54
TORT JUDGMENT & LIABILITY	27,275.25
HEALTH GRANTS	566,287.32
STATE'S ATTORNEY GRANT	27,253.59
COMMUNITY DEVELOPMENT GRANTS	1,610.00
IEMA STATE-LOCAL HAZARD MIT	53,814.26
CIRCUIT COURT GRANT FUND	149,188.22
RIVER BLUFF NURSING HOME	698,466.15
ANIMAL SERVICES	169,064.69
555 N COURT OPERATIONS FUND	959.23
WATER FUND	15,318.80
INTERNAL SERVICES	13,171.76
JUVENILE JUSTICE CENTER REMODEL	4,050.00
 TOTAL THIS REPORT	 <u>\$10,589,050.96</u>

The adoption of this report is hereby recommended:

  
William Crowley, County Auditor

ADOPTED: This 21st day of December 2017 at the City of Rockford, Winnebago County, Illinois.

\_\_\_\_\_  
Frank Haney, Chairman of the  
Winnebago County Board of  
Rockford, Illinois

ATTEST:

\_\_\_\_\_  
Margie Mullins, Clerk of the Winnebago  
County Board of Rockford, Illinois

# **FINANCE COMMITTEE**

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

Submitted by: Finance Committee  
Sponsored by: Ted Biondo, Chairman

2017 CR\_\_\_\_\_

---

**RESOLUTION AUTHORIZING THE SETTLEMENT  
OF PENDING LITIGATION**

---

**WHEREAS,** Daniel L. Horton v. Winnebago County Sheriff's Department, Case number 2014 C 50194, is an action pending before the United States District Court, Northern District of Illinois, Western Division; and

**WHEREAS,** the Plaintiff therein has agreed to settle all claims he has against the Winnebago County Sheriff's Department for the sum of Fifteen Thousand Dollars (\$15,000.00); and

**WHEREAS,** the Finance Committee, after having reviewed the facts and circumstances of the aforementioned case and after having conferred with the Winnebago County State's Attorney, through his assistants, has determined it is in the best interests of the citizens of Winnebago County to settle this case on the terms set forth above.

**NOW, THEREFORE, BE IT RESOLVED,** by the County Board of the County of Winnebago, Illinois that the Winnebago County State's Attorney is hereby authorized to settle the aforementioned lawsuit by paying the Plaintiff therein the sum of Fifteen Thousand Dollars (\$15,000.00).

**BE IT FURTHER RESOLVED,** that the Winnebago County Treasurer, Winnebago County Clerk, and Winnebago County Finance Department are authorized and directed to prepare and deliver to the Winnebago County State's Attorney one or more County Warrants totaling \$15,000.00, payable as directed by the State's Attorney.

**BE IT FURTHER RESOLVED,** that this Resolution shall be in full force and effect immediately upon its adoption.

Respectfully submitted,  
**FINANCE COMMITTEE**

**AGREE**

\_\_\_\_\_  
Ted Biondo, Chairman

\_\_\_\_\_  
Gary Jury

\_\_\_\_\_  
Steve Schultz

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Burt Gerl

\_\_\_\_\_  
David Boomer

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Jamie Salgado

**DISAGREE**

\_\_\_\_\_  
Ted Biondo, Chairman

\_\_\_\_\_  
Gary Jury

\_\_\_\_\_  
Steve Schultz

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Burt Gerl

\_\_\_\_\_  
David Boomer

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Jamie Salgado

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Frank Haney  
Chairman of the County Board  
of the County of Winnebago, Illinois

ATTESTED BY:

\_\_\_\_\_  
Margie M. Mullins  
Clerk of the County Board  
of the County of Winnebago, Illinois

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

Submitted by: Finance Committee

2017 CR

---

**RESOLUTION ADOPTING RULES AND PROCEDURES FOR  
FINANCE COMMITTEE BUDGET HEARINGS**

---

**WHEREAS**, the County Board wishes to adopt new rules and procedures for Finance Committee budget hearings; and

**WHEREAS**, the County Administration has created a process based on sound rules and procedures.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that it adopts the rules and procedures for Finance Committee budget hearings presented by the County Administration, a copy of which policy is attached to this Resolution as Exhibit A.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effect immediately upon its adoption.

**BE IT FURTHER RESOLVED**, that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the County Board Chairman and all County department heads and Elected Officials.

Respectfully submitted,  
**FINANCE COMMITTEE**

**AGREE**

**DISAGREE**

---

Ted Biondo, Chairman

---

Ted Biondo, Chairman

---

Gary Jury

---

Gary Jury

---

Steve Schultz

---

Steve Schultz

---

Joe Hoffman

---

Joe Hoffman

---

Burt Gerl

---

Burt Gerl

---

David Boomer

---

David Boomer

---

Keith McDonald

---

Keith McDonald

---

Jamie Salgado

---

Jamie Salgado

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

---

Frank Haney  
Chairman of the County Board  
of the County of Winnebago, Illinois

ATTESTED BY:

---

Margie M. Mullins  
Clerk of the County Board  
of the County of Winnebago, Illinois

# **EXHIBIT A**

## **WINNEBAGO COUNTY**

### **RULES AND PROCEDURES FOR FINANCE COMMITTEE BUDGET HEARINGS**

Introduction. These Rules of Procedure were adopted by the Finance Committee, a standing committee of the Winnebago County Board, on December 14, 2017. These rules and procedures govern the hearings before the Finance Committee on budget amendment requests and supplement general procedures for County Board Committees established in the Winnebago County Code.

Rule 1. Notice of any Finance Committee hearing on budget amendment requests will be given in accordance with Chapter 2, Section 2-33 of the Winnebago County Code and Illinois law. Any party with standing that has submitted a proposed budget amendment in accordance with Section 2-52 of the County's Code of Ordinances shall receive at least 48 hours written notice of any Finance Committee hearing involving the proposed budget amendment. Hearings will be open to the public in accordance with the Open Meetings Act.

Rule 2. No hearing on a request for budget amendment shall be scheduled by the Finance Committee until the process for presenting a budget amendment in Section 2-52 of the Winnebago County Code is complete or the County Administrator (Administrator) recommends that a hearing go forward.

Rule 3. Hearings on proposed budget amendments shall be held in the order listed on the agenda. The Committee shall follow Rules 4 through 8 below for each budget amendment request item on the agenda. Any person offering testimony shall be placed under oath by the Chair. The hearing shall not be conducted under the strict rules of evidence, however, as determined by the Chair of the Finance Committee, irrelevant, immaterial or unduly repetitious evidence shall not be accepted.

Rule 4. At the start of the hearing on a proposed budget amendment, the Chair of the Finance Committee shall request the Administrator to summarize the proposed budget amendment.

Rule 5. Thereafter, the person who submitted the proposed budget amendment or his/her designee may proceed to present evidence and/or testimony concerning the proposed amendment. He/she may be assisted by legal counsel, if desired. To aid the Finance Committee, the testimony and evidence should include, but is not limited to, evidence concerning the need for such budget amendment and all efforts that have been made to identify additional efficiencies and sources of additional funding including user fees, for example. The Finance Committee, its counsel, or the Administrator may ask any questions of the witness that are germane to the proposed budget amendment.

Rule 6. The Finance Committee may accept any witnesses presented by the Applicant, the Administrator and any members of the public who will appear before the

Committee to testify regarding any proposed budget amendment. The Finance Committee may be assisted by legal counsel. The Finance Committee, its counsel, or the Administrator may ask any questions of the witness that are germane to the proposed budget amendment. The person who submitted the proposed budget amendment, or his/her designee or legal counsel, may ask any questions of the witness that are germane to the proposed budget amendment.

Rule 7. Public testimony concerning the proposed budget amendment will be allowed after any witnesses of the Finance Committee. Public testimony will be limited to five minutes per speaker or as determined by the Chair of the Finance Committee. Members of the public wishing to testify must sign in on a "Public Hearing Sign-In Sheet" in the hearing room. Names will be called in the order they are listed on the sign-in sheet. Members of the public testifying shall identify themselves for the record.

Once all the names from the sign-in sheet have been called, an opportunity will be provided to those in the audience who wish to speak but did not sign in. If members of the public have questions regarding any factual testimony provided during the public hearing, either by the applicant, another witness, or County staff, questions may be directed to the Chairman. The Chairman may request the appropriate person provide a response as deemed appropriate by the Chairman.

All testimony before the Committee must be given from the podium to aid the court reporter. Spontaneous comments from the audience are not permitted and will not be considered by the Finance Committee. Persons testifying are required to state their name and address. Copies of any written materials referenced shall be presented to the Finance Committee in order to be considered.

Rule 8. The Finance Committee may, but is not required to, deliberate in open session. The Committee may deliberate in closed session, if allowed by law.

Rule 9. The Finance Committee will render a decision on the proposed budget by the next regular Finance Committee meeting unless the Committee states in open session that additional time will be required, in which case the new decision date will be stated in open session.

Rule 10. Hearings on proposed budget amendments shall be transcribed by an Illinois licensed court reporter. A transcript will not be ordered unless needed for some purpose.

Rule 11. Except where prohibited by law, the foregoing rules may be added to, modified, and amended, as determined by the Finance Committee.

**RESOLUTION  
of the  
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

**SUBMITTED BY: FINANCE COMMITTEE**

**2017 CR**

---

**RESOLUTION AUTHORIZING COUNTY CONTRIBUTION FOR STATE'S  
ATTORNEYS APPELLATE PROSECUTOR'S PROGRAM**

---

**WHEREAS**, the Office of the State's Attorneys Appellate Prosecutor was created to provide services to State's Attorneys in Counties containing fewer than 3,000,000 inhabitants; and

**WHEREAS**, the powers and duties of the Office of the State's Attorneys Appellate Prosecutor are defined and enumerated in the "State's Attorneys Appellate Prosecutor's Act," 725 ILCS 210/1, *et seq.* as amended; and

**WHEREAS**, the Illinois General Assembly appropriates monies for the ordinary and contingent expenses of the Office of the State's Attorneys Appellate Prosecutor, one-third from the State's Appellate Prosecutor's County Fund and two-thirds from the General Revenue Fund, provided that such funding receives approval and support from the respective Counties eligible to apply; and

**WHEREAS**, the Office of the State's Attorneys Appellate Prosecutor shall administer the operation of the appellate offices so as to insure that all participating State's Attorneys continue to have final authority in preparation, filing, and arguing of all appellate briefs and any trial assistance.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, in regular session, this 21<sup>st</sup> day of December, 2017, does hereby support the continued operation of the Office of the State's Attorneys Appellate Prosecutor and designates the Office of the State's Attorneys Appellate Prosecutor as its Agent to administer the operation of the appellate offices and process said appellate court cases for the County.

**BE IT FURTHER RESOLVED**, that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor are hereby authorized to act as Assistant State's Attorneys on behalf of the State's Attorney of the County of Winnebago in the appeal of all cases, when requested to do so by the State's Attorney, and with the advice and consent of the State's Attorney prepare, file, and argue appellate briefs for those cases; and also, as may be requested by the State's Attorney, to assist in the prosecution of cases under the Illinois Controlled Substances Act, the Cannabis Control Act, the Drug

Asset Forfeiture Procedure Act and the Narcotics Profit Forfeiture Act. Such attorneys are further authorized to assist the State's Attorney in the State's Attorney's duties under the Illinois Public Labor Relations Act, including negotiations thereunder, as well as in the trial and appeal of tax objections.

**BE IT FURTHER RESOLVED**, that the Office of the State's Attorneys Appellate Prosecutor will offer Continuing Legal Education training programs to the State's Attorneys and Assistant State's Attorneys.

**BE IT FURTHER RESOLVED**, that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor may also assist the State's Attorney of the County of Winnebago in the discharge of the State's Attorney's duties in the prosecution and trial of other cases, and may act as Special Prosecutor if duly appointed to do so by a court having jurisdiction.

**BE IT FURTHER RESOLVED**, that if the Office of the State's Attorneys Appellate Prosecutor is duly appointed to act as Special Prosecutor in the County of Winnebago by a court having jurisdiction to do so, the County will provide reasonable and necessary clerical and administrative support on an as-needed basis.

**BE IT FURTHER RESOLVED**, that the County Board of the County of Winnebago hereby agrees to participate in the service program of the Office of the State's Attorneys Appellate Prosecutor for Fiscal Year 2018, commencing December 1, 2017 and ending November 30, 2018, by hereby appropriating the sum of \$36,000.00 as consideration for the express purpose of providing apportion of the funds required for financing the operation of the Office of the State's Attorneys Appellate Prosecutor and agrees to deliver the same to the Office of the State's Attorneys Appellate Prosecutor on request during the Fiscal Year 2018.

**BE IT FURTHER RESOLVED**, that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Winnebago County State's Attorney and to the Director of the Office of the State's Attorneys Appellate Prosecutor.

Respectfully submitted,

Finance Committee

---

Ted Biondo, Chairman

---

Dave Boomer

---

Keith McDonald

---

Burt Gerl

---

Jaime Salgado

---

Joe Hoffman

---

Steve Schultz

---

Gary Jury

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

---

Frank Haney  
Chairman of the County Board  
of the County of Winnebago, Illinois

Attested by:

---

Margie M. Mullins  
Clerk of the County Board  
of the County of Winnebago, Illinois

# **ZONING COMMITTEE**

**Attachment**  
**ZONING COMMITTEE**  
**OF THE COUNTY BOARD AGENDA**  
December 21, 2017

**A. PLANNING AND/OR ZONING REQUESTS:**

**TO BE LAID OVER:** NONE

**TO BE VOTED ON:** NONE

**B. COMMITTEE REPORT (ANNOUNCEMENTS) - *for informational purposes only; not intended as a public notice:***

- Chairman, Jim Webster, hereby announces that the next *Zoning Committee (ZC)* meeting is tentatively scheduled for Wednesday, **December 27, 2017**, at 5:30 p.m. in Room 303 of the County Administration Building.

# **OPERATIONS & ADMINISTRATIVE COMMITTEE**



# Executive Summary

Date: December 6, 2017

Item: Agreement with Sun Life Financial for Stop-Loss Insurance

Prepared by: Debbie Crozier

---

**Background:** Winnebago County purchases stop loss coverage to limit the County's risk on the group insurance plan both on an individual and group basis. Our stop loss coverage has been with Sun Life since January 1, 2015. The original 2018 renewal was a 30.3% increase on the specific coverage, our insurance broker, Gallagher William Manny, worked to reduce it to a 28.4%. Gallagher Williams Manny sent the stop loss coverage to 9 carriers to bid, based on our 2017 experience 4 declined to quote and 5 quoted preliminary rates from 22.2% to 30.9% higher than current.

Our average monthly stop loss charge is currently \$98,125 (\$1,177,500 annually) in 2018 the average monthly stop loss charge will be approximately \$125,520 (\$1,506,245 annually). The increase is based on our 2017 experience.

In 2015 our stop loss reimbursements were \$860,796, in 2016 our stop loss reimbursements were \$740,000, and to date for 2017 we have received \$989,618 in stop loss reimbursements.

This contract is a 1 year agreement with Sun Life.

Winnebago County and Human Resources have received excellent customer service and prompt payment from Sun Life Arthur J. Gallagher and request the Boards support of continued services with this vendor.

Questions regarding this contract should be directed to Kim Ponder, Human Resources Director at (815) 319-44298 or [Kponder@wincoil.us](mailto:Kponder@wincoil.us)

**Recommendation:** The Operations Committee, chaired by Gary Jury has reviewed the contract presented to the Board. The Board is asked to vote in favor of the Committee's recommendations at its November 21, 2017 meeting.

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

Sponsored by: Gary Jury  
Submitted by: Operations & Administrative Committee

2017 CR

---

**RESOLUTION AUTHORIZING THE EXECUTION OF A RENEWAL AGREEMENT WITH  
SUN LIFE FINANCIAL FOR STOP-LOSS SPECIFIC AND AGGREGATE COVERAGE ON  
THE SELF-INSURED CO-PAY/POS, PPO, AND HDHP MEDICAL PLANS**

---

**WHEREAS**, the County of Winnebago, Illinois, offers a self-insured Co-Pay/POS, PPO, and HDHP medical plans to active employees and retirees; the County purchases a stop-loss insurance plan to reinsure the County of medical claims which exceed \$175,000 (per individual) and on an aggregate basis; and

**WHEREAS**, the County's Benefit Consultant has reviewed submitted proposals for the stop-loss coverage in 2018; and

**WHEREAS**, the County's Benefit Consultant recommends renewing with Sun Life Financial in 2018; and

**WHEREAS**, Sun Life has proposed the following rates to Winnebago County for stop-loss coverage in 2018:

**\$58.74 for Specific per individual coverage per month**

**\$150.00 for Specific per family coverage per month**

This is a 28.4% increase from the 2016 rates.

**\$1.90 for Aggregate per employee per month**

This is a 5.0% increase from the 2016 rates.

**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 Sun Life Financial for the stop-loss coverage for the self-insured Co-Pay/POS, PPO, and HDHP medical plans for the year January 1, 2018 through December 31, 2018.

**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 effective January 1, 2018 with Sun Life Financial; One Sun Life Executive Park, Wellesley Hills, MA 02481, for stop-loss 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, and the County Auditor.

Respectfully Submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
GARY JURY, CHAIRMAN

\_\_\_\_\_  
GARY JURY, CHAIRMAN

\_\_\_\_\_  
JEAN CROSBY

\_\_\_\_\_  
JEAN CROSBY

\_\_\_\_\_  
ANGIE GORAL

\_\_\_\_\_  
ANGIE GORAL

\_\_\_\_\_  
JOE HOFFMAN

\_\_\_\_\_  
JOE HOFFMAN

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
ELI NICOLOSI

\_\_\_\_\_  
ELI NICOLOSI

\_\_\_\_\_  
DOROTHY REDD

\_\_\_\_\_  
DOROTHY REDD

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

ATTESTED BY:

\_\_\_\_\_  
**FRANK HANEY**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
**MARGIE M. MULLINS**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

**STOP-LOSS**

## Expertise

Renewal proposal created for  
Winnebago County

November 14, 2017

**Renewal proposal presented to**

Winnebago County  
404 Elm Street Suite 104  
ROCKFORD, IL 611011239

**Presented by**

Sun Life Financial  
One Sun Life Park  
Wellesley Hills, MA 02481

**Lead underwriter**

Beth Gugliotti  
Senior Underwriting Consultant

**Renewal effective date**

January 1, 2018

**Policy number**

239003

Dear Valued Customer,

Thank you for the privilege of providing you with Sun Life Stop-Loss insurance during the past year. We invite you to place your trust in us again.

We are pleased to present the enclosed renewal proposal for the policy year ending December 31, 2017. The lead underwriter for your renewal has carefully analyzed your case and prepared renewal options so you can choose the coverage that best fits your current needs.

This renewal proposal provides the following information:

- Why choose Sun Life again?
- Stop-loss highlights
- Predictable renewals
- Claims summary
- Market factors that affect stop-loss rates
- Renewal options
- Disclosures

To accept this proposal, in the Renewal Options section, please do the following:

- On the first page, sign and date the top of the page; at the bottom of the page, select a renewal option and initial it,
- On the second page, sign and date the top of the page, and
- E-mail, fax, or mail ALL of the Renewal Options section pages to me by December 1, 2017 in order to avoid a lapse in coverage.

Thank you for the opportunity to provide you with expert Sun Life Stop-Loss protection and services. We look forward to continuing to serve you. Please contact me if you have any questions.

Sincerely,

Stephen Barreca  
Senior Stop-Loss Specialist  
Sun Life Financial

Telephone: 773-680-8309  
E-mail: Stephen.Barreca@sunlife.com

0

# Why choose Sun Life again?

## On this page, read about the advantages you get with Sun Life

You can rely on our expertise. We are the largest independent writer of stop-loss insurance in the U.S.<sup>1</sup> and we've been providing stop-loss solutions for more than 30 years. We're here for you. Whether that's processing a claim reimbursement request, answering a question about your policy, or developing a new service that helps make it easier to self-fund. Nothing compares to the sense of confidence you'll gain when you decide to choose Sun Life again.

Take a look at the advantages you receive with Sun Life Stop-Loss:

### Claims focus

We carefully evaluate each claim, one at a time, every single day. Dedicated, experienced claims analysts process claims in an average of 10 business days, after receipt of a complete Specific claim.<sup>2</sup> In addition, our medical staff provide catastrophic claims management that produces opportunities for claim savings and better patient outcomes. Over a four-year period, we have processed over 100,000 claims and provided \$1.9 billion in reimbursements to self-insured employers.<sup>3</sup>

### Sales and underwriting specialization

Our experienced sales and underwriting teams focus solely Sun Life Stop-Loss. They understand the intricacies of self-funding and know how to advise you when it comes to choosing the right coverage, options, and services that best fit your needs.

Did you know that we retain 99.5% of the Specific risk and 100% of the Aggregate risk for Sun Life Stop-Loss policies? Because we don't need reinsurance approval, we can provide faster final responses to customers' underwriting and claim reimbursement requests.

### Predictable renewals

We are fair and consistent. We apply the same standards to every renewal. Our pooled approach provides rate stability and helps to minimize major cost changes at renewal. This gives you the ability to better manage your health care costs over time.

### Exclusive access to Sun Life cost-containment services

Our preferred cost-containment vendor program, including our Centers of Excellence network transplant program, are among the first and most comprehensive cost-containment programs in the industry. These programs save Sun Life customers millions of dollars each year in combined claim savings. Our preferred vendors can help control first-dollar claims paid by the employer and catastrophic claims reimbursed by Sun Life Stop-Loss.

### Comprehensive coverage that can help lower the overall cost of self-funding

Sun Life provides a wide range of innovative features, options, and services. The policy includes a variety of reimbursable expenses such as cost-containment fees, off-label drug use, alternative care state assessments, and state-mandated health care surcharges. Additional policy options provide the ability to better manage the bottom line, giving you more control over your self-funded plan strategy.

### Financial strength

Sun Life provides protection and wealth management to over 20 million people across six continents. We are a member of the Forbes Global 2000.<sup>4</sup> And independent ratings place us among the top North American insurance organizations.<sup>5</sup> You can rely on the strength and claims-paying ability of our underwriting companies.

Footnotes 1–5: see Disclosures section.

# Stop-loss highlights

On this page, find a brief summary of your policy

## Key features deliver greater protection

Sun Life's standard features combined with the options you choose can deliver a greater level of protection for your self-funded plan. Take a look:

- **No New Lasers at Renewal option with Renewal Rate Cap**

We believe in offering coverage for all your employees, not just the healthy ones. With the No New Lasers at Renewal option with Renewal Rate Cap, we will not increase your premium level beyond the rate cap and we will not impose new or higher Specific deductible on a covered person simply because a catastrophic claim was incurred during the year.

- **Mirroring Endorsement**

This eliminates many potential coverage gaps between the underlying plan document and your Stop-Loss policy. The Mirroring Endorsement replaces our Stop-Loss policy's definitions, terms, and provisions with the definitions, terms, and provisions of the underlying plan document.

## Value-added cost-containment services

The following services are available to ALL Sun Life Stop-Loss policyholders:

- **SunResources<sup>®</sup>**

SunResources is our innovative cost-containment vendor program. Customers use it on a voluntary basis to gain access an extensive network of cost-containment vendors. Using the network can provide opportunities for significant savings. Access to SunResources vendors is facilitated through our Sun Life registered nurse consultants at no additional cost. SunResources can help lower costs both before and after a catastrophic claim occurs.

- **[New!] SunElite<sup>SM</sup>**

This medical plan document review service helps employers strengthen their plan strategy. Plan document experts at The Phia Group, LLC, author a review of the plan document that analyzes cost containment, federal law compliance (including the Affordable Care Act), and discretionary authority language.

- **SunExcel<sup>®</sup>**

The pioneering SunExcel Centers of Excellence transplant program provides patients with access to many prominent transplant facilities across the United States. Available to all covered employees and dependents, SunExcel can provide opportunities for improved patient outcomes and significant savings.

See last two pages for important disclosures.

# Predictable renewals

## On this page, learn about how we approach renewals

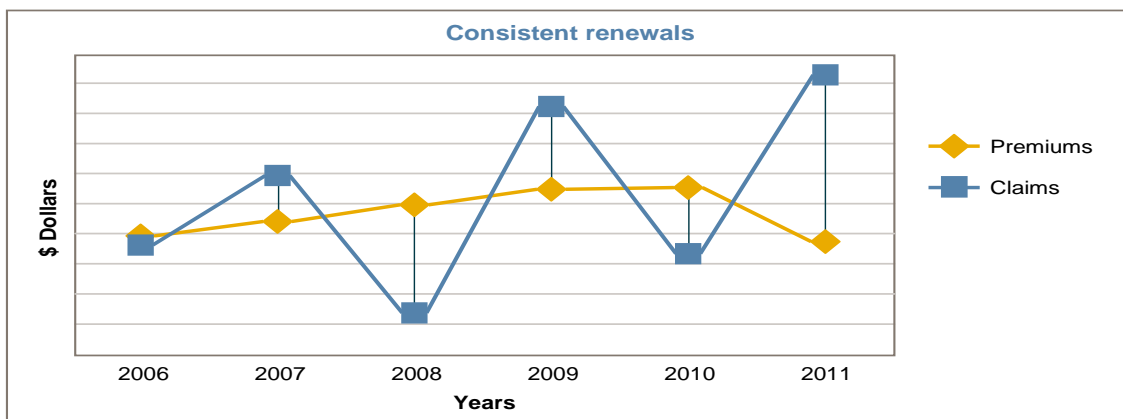
We have developed a comprehensive renewal approach to provide customers with fair and predictable renewals. Sun Life Stop-Loss renewals include all of the following:

- An explanation about how pooling helps deliver rate stability
- A claims summary showing how your plan is performing
- Education about market factors that affect stop-loss rates
- A clear renewal illustration that outlines current rates and renewal options

### How pooling helps deliver renewal rate stability over time

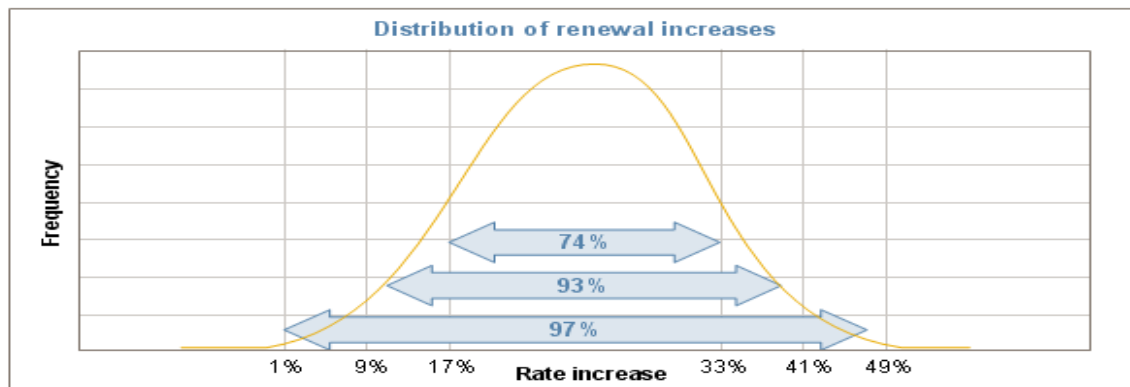
To help produce more consistent renewal costs, we combine your company's Stop-Loss experience with other customers' Stop-Loss experience. This is called "pooling." It means that the overall cost of claims is shared by your company and the others in the pool. It provides stability because Sun Life's entire book of Stop-Loss business is large enough to absorb the claim fluctuations that would be produced by any one customer.

The chart below shows how our pooled approach can provide protection against significant changes in renewal costs. Your Stop-Loss claims can rise and fall from year to year, largely due to the volatility often associated with catastrophic claims. In a non-pooled approach, your renewal premium would likely be adjusted each year to reflect your individual claims experience. The corresponding rate changes might be extreme depending on how poor or how favorable the experience was over the most recent contract periods. Pooling decreases volatility, since the cost of the catastrophic claim is spread over the entire customer pool.



This chart shows the renewal premiums and claims experience of an actual Sun Life customer with 600 lives.

To see the overall impact of our pooled approach on our customer base, please refer to the chart below. In the last three years, 93% of our renewal increases fell between 9% and 40%. Only 7% of our customer base was presented with increases beyond 40%.



This chart shows the historical renewal increases from Sun Life for in force business from 2008 to 2011.

# Claims summary

On this page, review your current Specific claim activity

## Winnebago County, Specific claims summary

These charts show your current Specific claims activity related to the Specific deductible.

### Number of claims beyond Specific deductible

Year	Spec level	Claim count	Expected	Actual to expected
Current	\$175,000	5	5	94%
Prior 1	\$175,000	5	5	94%
Prior 2	\$175,000	8	5	158%
Totals		18	16	115%

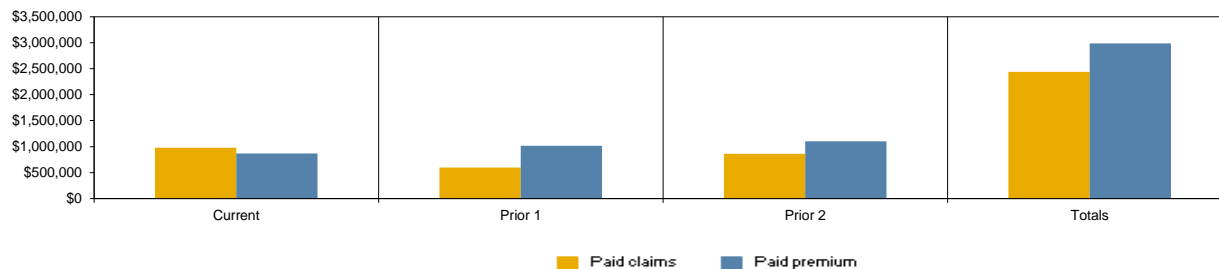
This chart shows the total number of claims that exceeded the Specific deductible during the contract period(s).

### Reimbursed claims compared to paid premiums

Year	Claim count	Paid claims	Paid premium	Loss ratio
Current	5	\$977,822	\$866,152	113%
Prior 1	5	\$596,261	\$1,015,902	59%
Prior 2	8	\$863,415	\$1,104,521	78%
Totals	18	\$2,437,498	\$2,986,575	82%

This chart shows your total reimbursed claims compared to total paid premiums.

### Paid claims versus paid premiums



This chart shows your total reimbursed claims compared to total premiums.

## Estimated reimbursable claims

When preparing your renewal options, Sun Life assumes that a number of claims have not yet been reported in the current policy period. We use a completion factor to help us predict how many claims will be submitted for reimbursement in the remaining months of the policy period. A completion factor is an estimated amount of time it might take for an incurred stop-loss claim to be submitted for reimbursement.

### Estimated reimbursable claims projection

Reported claims	Not-yet-reported claims
Spanning the 8 completed months of the policy year	Spanning the remaining 4 months in the policy year
43%	57%

This chart shows the estimated percentage of reported and not-yet-reported claims for your policy year as of the date of this renewal proposal.

# Claims summary, continued

On this page, review your current Aggregate claims activity

## Winnebago County, Aggregate claims summary

Total Aggregate claims

Year	Attachment point	Corridor	Expected claims	Paid claims	Paid to attachment	Paid to expected
Current						
Prior 1						
Prior 2						
Totals	0		\$0	\$0		#DIV/0!

This chart illustrates your total Aggregate claims compared to Attachment Points.

Aggregate claims summary



# Market factors that affect stop-loss rates

On this page, learn more about medical trend and key health care costs

There are a variety of market factors that health insurance carriers and stop-loss insurance carriers take into account when setting rates. The key factors that affect stop-loss rates are medical trend, leveraged trend, the health care plan, and the group's attributes. Other factors that are taken into consideration include economic conditions, current legislation, and the stop-loss industry itself.

Here's an explanation of the key factors that affect stop-loss rates:

## Medical trend

Medical trend is a prediction of how much health care costs will rise over time. When an employer chooses to self-fund its health plan, it accepts responsibility for paying the bills for the health care services that its employees and their dependents use. But with an insured plan, the employer runs the risk that the total cost will be considerably higher than expected.

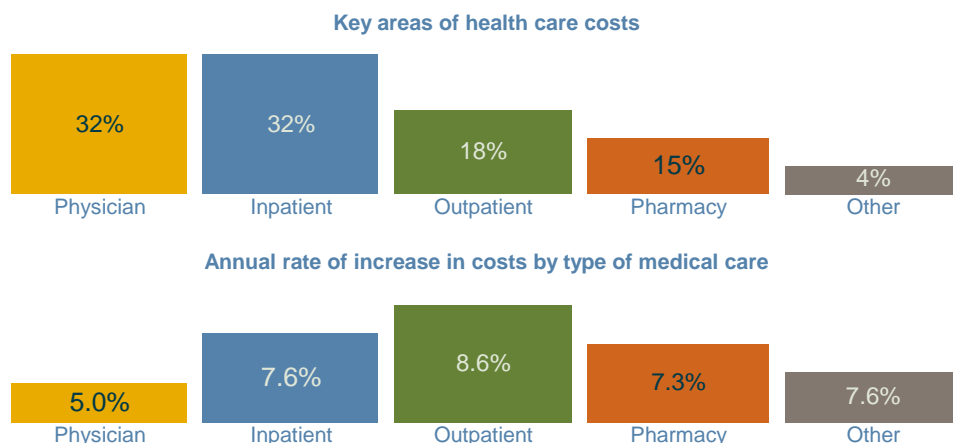
## A closer look at health care costs

Health care costs are variable. One type of health care cost can rise or fall at a different rate compared to another type of health care cost. In addition, the type of health care cost can have an impact on different types of insurance. For example, a shift in cost for physician services is likely to have a greater impact on the employer's portion of claims within a self-funded medical plan. This is because a large percentage of employees use physician services without ever reaching the catastrophic claim levels that would qualify for reinsurance by a stop-loss carrier.

The four main areas of health care costs include:

1. Physician services
2. Pharmacy
3. Inpatient services
4. Outpatient services

The charts below illustrate how annual medical trend rates fluctuate based on type of service and frequency of use by the insured population.



This chart shows how annual trend rates will fluctuate based on the percentage of services used within each component by the insured population in any given year. Source: percentages in both graphs are based on analysis of 2012 Milliman Medical Index, May 2012, pages 2-3.

## The health care plan and the group's attributes

In addition to medical trend, there are other factors that can influence how a stop-loss carrier sets its rates. Here are a few of the most significant:

- Health care plan design: which services are included; co-payments; deductibles; employee contributions
- Managed care selections: the choice of preferred provider organization (PPO) or a health maintenance organization (HMO); participation levels; incentives; health care practices (for example, higher-cost experimental procedures can become generally accepted in the medical community, and therefore become newly covered)
- The group's attributes: who's covered; the geographic location of the employer; the type of industry

Because of these factors, even if medical trend is between 7% and 13%, stop-loss premium can still increase.

# Market factors that affect stop-loss rates, continued

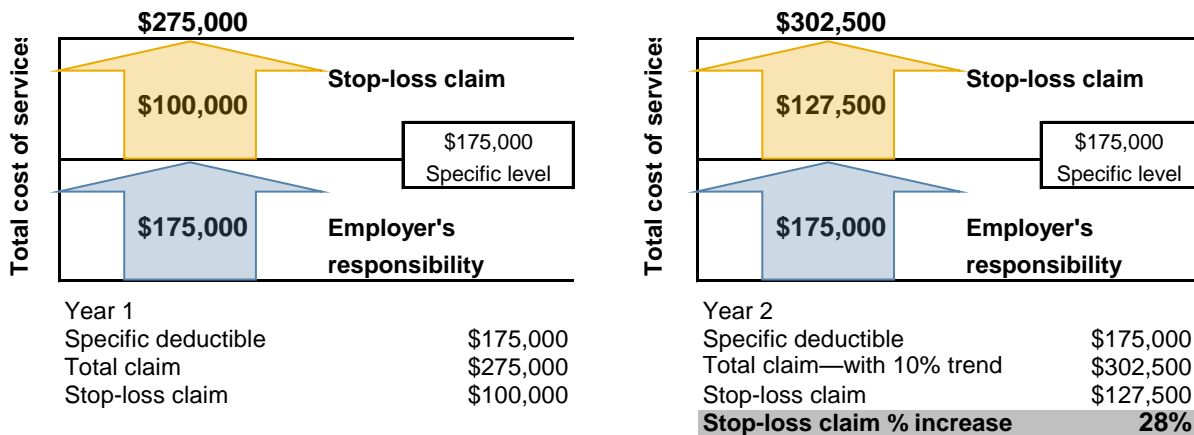
On this page, learn more about leveraged trend

## Leveraged trend

Leveraged trend is a prediction of how much the cost of catastrophic claims—the type of claims that stop-loss insurance covers—will rise or fall over time in relation to health care costs.

In the chart below, the cost of the claim increases by 10% due to medical trend, and the customer keeps the Specific deductible of \$175,000 for two years. The 10% increase in medical trend has a larger impact on the catastrophic claim because the employer's risk allocation remains the same.

How leverage trend works



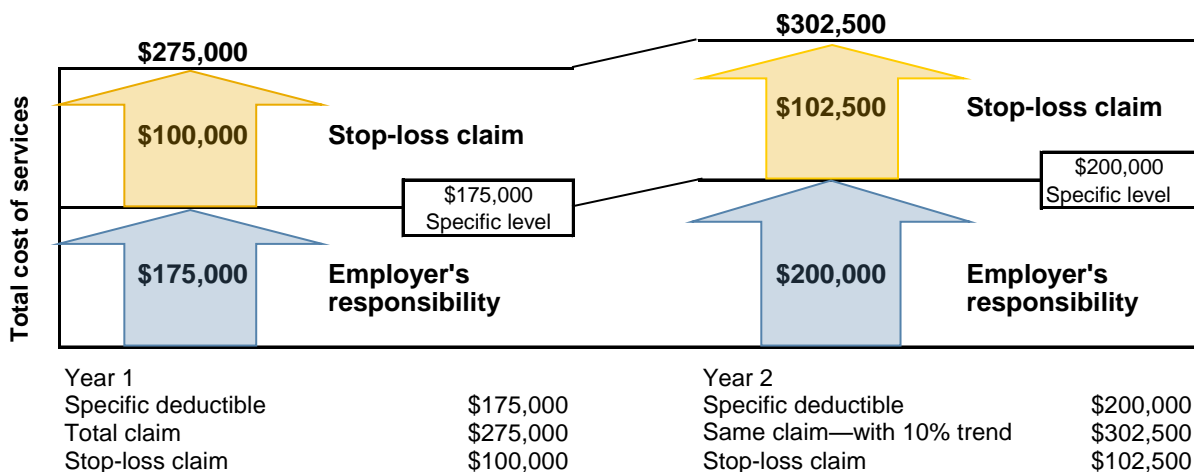
## How to reduce the impact of leveraged trend

An employer can help offset the effect of leveraged trend on its Specific stop-loss premium by choosing a higher Specific deductible.

If the Specific deductible remains the same from year to year, the division of the risk between the employer and the stop-loss insurer will change. The stop-loss carrier will assume a larger portion of risk in return for higher premiums. The employer can help stabilize stop-loss rates by adjusting the Specific deductible.

In the chart below, the cost of the claim increases by 10% due to medical trend. The employer chose to increase its risk responsibility by increasing the Specific deductible amount. This redistributes the risk allocation, so the carrier can then reduce the stop-loss premium.

Reducing leveraged trend



# Renewal options

On this page, sign to authorize the rates and initial to select the renewal you want

Policyholder name:	Winnebago County	Authorized signature:	
Account number:	239003	Printed name:	
Renewal status:	Open	Printed title:	
		Date signed:	

Current and renewal rate summary	
Tier	Employees
Single	521
Family	598
<b>Total</b>	<b>1,119</b>

Specific Stop Loss policy details and renewal options				
Plan thresholds	Current	Renewal	Renewal option 1	Renewal option 2
Individual Specific deductible	\$175,000	\$175,000	\$200,000	\$225,000
Aggregating Specific deductible	None	None	None	None
Annual maximum	Unlimited	Unlimited	Unlimited	Unlimited
Lifetime maximum	Unlimited	Unlimited	Unlimited	Unlimited

Specific rates	Current	Renewal	Renewal option 1	Renewal option 2
Claims basis	PAID	PAID	PAID	PAID
Benefits covered	Medical and Rx	Medical and Rx	Medical and Rx	Medical and Rx
Single	\$45.74	\$58.74	\$53.16	\$48.16
Family	\$116.81	\$150.00	\$135.76	\$122.99
<b>Total monthly premium</b>	<b>\$93,682.92</b>	<b>\$120,303.54</b>	<b>\$108,880.84</b>	<b>\$98,639.38</b>
Renewal rate action as a % increase to current monthly premium		28.4%	16.2%	5.3%

Aggregate Stop Loss policy details and renewal options				
Aggregate rates	Current	Renewal	Renewal option 1	Renewal option 2
Aggregate Benefit Maximum	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Per employee per month rate	\$1.81	\$1.90	\$1.90	\$1.90
<b>Total monthly premium</b>	<b>\$2,025.39</b>	<b>\$2,126.10</b>	<b>\$2,126.10</b>	<b>\$2,126.10</b>
Renewal rate action as a % increase to current monthly premium		5.0%	5.0%	5.0%

Aggregate thresholds and rates	Current	Renewal	Renewal option 1	Renewal option 2
Claims basis	Paid	Paid	Paid	Paid
Benefits covered	Medical and RX	Medical and RX	Medical and RX	Medical and RX
Corridor	125%	125%	125%	125%
<b>Composite Aggregate deductible factor</b>	<b>\$1,223.95</b>	<b>\$1,407.55</b>	<b>\$1,428.62</b>	<b>\$1,446.39</b>
- Medical	\$1,051.44	\$1,209.16	\$1,230.23	\$1,248.00
- Rx Drug	\$172.51	\$198.39	\$198.39	\$198.39
<b>Minimum Attachment Point</b>	<b>\$1,232,640.05</b>	<b>\$1,417,543.61</b>	<b>\$1,438,763.20</b>	<b>\$1,456,659.37</b>
<b>Estimated monthly renewal liability</b>	<b>\$1,369,600.05</b>	<b>\$1,575,048.45</b>	<b>\$1,598,625.78</b>	<b>\$1,618,510.41</b>
Renewal rate action as a % increase to current monthly aggregate deductible factors		15.0%	16.7%	18.2%

Total estimated annual plan costs				
Total costs	Current	Renewal	Renewal option 1	Renewal option 2
Total annual premium	\$1,148,499.72	\$1,469,155.68	\$1,332,083.28	\$1,209,185.76
Annual Aggregate Attachment Point	16,435,200.60	18,900,581.40	19,183,509.36	19,422,124.92
<b>Total estimated self-funded plan costs</b>	<b>\$17,583,700.32</b>	<b>\$20,369,737.08</b>	<b>\$20,515,592.64</b>	<b>\$20,631,310.68</b>
Renewal rate action as a % increase to total estimated annual plan cost.		15.8%	16.7%	17.3%

Select renewal option			
Initial selected renewal option			

The rates agreed upon in this renewal acceptance form are effective on the policy renewal date and take precedence over any billing statements that may be received in the interim.

# Renewal options, continued

On this page, sign to authorize the features, services, and assumptions included in your renewal

Policyholder name:	Winnebago County
Account number:	239003
Authorized signature:	
Printed name:	
Printed title:	
Date:	

## Specific Stop-Loss coverage

The following options and programs are included in your policy:

Options:

- **No New Lasers at Renewal option with Renewal Rate Cap of 50%**  
This option prevents new lasers. The rate cap applies to Specific rates and the Aggregating Specific deductible (if applicable), and it assumes there are no material changes to the underlying plan, the Sun Life Stop-Loss policy, or the covered group.
- **Mirroring Endorsement**  
Mirroring of your plan document is subject to review and approval by Sun Life and may affect the quoted rates. To include this endorsement with your policy, within 90 days of the policy effective date, we need your plan document and an executed Renewal Options signature page.
- **Simultaneous Reimbursement option**
- **Retiree coverage**
- **Rx claims are included and bundled with the administration (no carve-out PBM)**  
This proposal assumes that your stop-loss insurance will include coverage for prescription drug claims and that the standard large claimant reporting from your medical administrator will include both medical and prescription drug claims. Based on the information provided, your PBM vendor is Cigna.

Programs:

- **[New!] SunElite<sup>SM</sup> medical document review service**  
This program is available to all Sun Life Stop-Loss customers.
- **SunExcel<sup>®</sup> Centers of Excellence transplant program**  
This exclusive program is provided to all Sun Life Stop-Loss customers.
- **SunResources<sup>®</sup> preferred network program**  
This exclusive program is provided to all Sun Life Stop-Loss customers.
- **Clinical Trials option**
- **Electronic Funds Transfer**
- **Terminal Liability option**

## Special Conditions

With respect to the Covered Person[s] named below, the Specific Benefit Deductible will be the amount shown below instead of the Specific Benefit Deductible shown in Specific policy details and renewal options.

Name	Amount	Description
Wndall Coats	\$300,000	If Medicare is not patients primary insurance

## Assumptions

- **Transplant rider**  
Sun Life assumes that if a Transplant rider is in place with your health care plan, Sun Life is designated as secondary claims payer.

For health care provider groups, Sun Life sets the in-facility claim reimbursement at Not applicable.

## Producer commissions

Sun Life pays the following commission percent to the Stop-Loss producer: 0.0%.

# Renewal options, continued

On this page, sign to authorize the features, services, and assumptions

## Specific Stop-Loss renewal acceptance

Acceptance of your Specific Stop-Loss renewal by Sun Life is subject to timely receipt of a signed renewal proposal and contingent upon a review of large claims over \$50,000 with diagnosis/prognosis for the period of January 1, 2017 through September 30, 2017 with accompanying required information. For large claims, the required information includes paid claims, pending claims, and notification of known situations. Upon review of your large claims information, we reserve the right to recalculate quoted rates.

Sun Life will not reimburse for claims expenses that incur outside the Policy Year parameters.

## Aggregate Stop-Loss

- Features**

Monthly Aggregate Accommodation is not included.

Terminal Liability option is not included.

### Minimum Attachment Points

Renewal	Renewal Option 1	Renewal Option 2
\$17,010,523.26	\$17,265,158.42	\$17,479,912.43

- Aggregate Stop-Loss renewal acceptance**

Renewal acceptance of Aggregate coverage by Sun Life is subject to timely receipt of a signed renewal proposal and contingent upon a review of monthly claims and lives, by line of coverage, for the period of January 1, 2017 through September 30, 2017. Upon review of that information, we reserve the right to recalculate the Aggregate Attachment Point.

## General coverage

- Assumptions**

The above rates assume that your underlying plan will be brought into compliance with the Mental Health Parity Act and that covered expenses, as defined under the Mental Health Parity Act, will be covered as "any other illness." This renewal proposal also assumes that there are no underlying plan limits that are inconsistent with the guidelines established by the Americans with Disabilities Act.

- Affordable Care Act accommodations**

This renewal proposal represents Sun Life's efforts to work with you to meet your requirements under the Affordable Care Act (ACA), including, but not limited to, the dependent age provisions of the ACA. According to the rescission provision of the ACA, it is the self-funded medical plan's responsibility to keep its census data up to date at all times. If the plan inadvertently does not remove a terminated participant, Sun Life may deny any claims from the participant. However, in that situation, the self-funded medical plan is responsible for the claim.

## Disclosures

On this page, find footnote references and policy information

1. \$915 million of in-force premium as of December 31, 2013.
2. Specific claims processing performance is based on year-end 2011 data.
3. Data as of 2010–2013.
4. Sun Life is #271 in the Forbes Global 2000, 2014 edition, according to the Forbes website page [http://www.forbes.com/global2000/list/#page:1\\_sort:0\\_direction:asc\\_search:Sun%20Life\\_filter:All%20industries\\_filter:All%20countries\\_filter:All%20states](http://www.forbes.com/global2000/list/#page:1_sort:0_direction:asc_search:Sun%20Life_filter:All%20industries_filter:All%20countries_filter:All%20states), accessed on June 4, 2014.
5. For current financial ratings, please visit [www.sunlife.com](http://www.sunlife.com).

The following Service is not insurance and carries a separate charge, which is included with the price of your coverage: Medical Intelligence provided by Verisk, Inc. Sun Life is not responsible or liable for care, services, or advice given by any provider or vendor of the Service. Sun Life reserves the right to discontinue the Service at any time. Medical Intelligence is owned by Verisk Health. If a third party administrator (TPA) chooses to use Medical Intelligence, no software license is required between the TPA and Verisk Health or the TPA and Sun Life. The TPA transmits and accesses its data through Verisk Health's secure website. A TPA has access only to its own data.

### Producer licensing

All Sun Life Financial companies require producers using insurance quotes we issue for the purpose of soliciting, selling, or negotiating insurance to be licensed both by the state where the prospective client is located and by any state where the solicitation, sale, or negotiation of insurance occurs, if different. This requirement pertains to all forms of solicitation, sale, or negotiation of insurance, including but not limited to solicitation, sale, or negotiation conducted in person, by telephone, by e-mail, by fax, or otherwise.

### Producer compensation

All Sun Life Financial companies may pay the selling broker, agency, or third party administrator compensation for the promotion, sale, and renewal of the products and services offered in this proposal. In addition to our standard compensation arrangements, we may make additional cash payments or reimbursements to selling brokers in recognition of their marketing and distribution activities, persistency levels, and volume of business. We encourage brokers and their clients to discuss what commission or other compensation may be paid in connection with the purchase of products and services from the company. For New York-issued cases, producers must comply with the specific compensation requirements of New York Regulation 194.

### Plan and rates

This renewal proposal is based on the employee census information that was provided. Acceptance of the group and final rates will be determined by the Sun Life home office in the United States based on actual enrollment and case experience, if required. Terms and conditions of any coverage under the policy will be determined by all necessary final data and by underwriting rules, policy requirements, and policy provisions in effect on the date coverage begins.

### Sun Life Financial Companies

The Sun Life Financial group of companies operates under the "Sun Life Financial" and "Sun Life" names. In the United States and elsewhere, insurance products are offered by members of the Sun Life Financial group of companies that are insurance companies

Currently, group underwriting companies include Sun Life and Health Insurance Company (U.S) and Sun Life Assurance Company of Canada. Sun Life Financial Inc., the publicly traded holding company for the Sun Life Financial group of companies, is not an insurance company and does not guarantee the obligations of these insurance companies. Each insurance company relies on its own financial strength and claims-paying ability.

### Stop-Loss information

The Sun Life Stop-Loss catastrophic cancer claim reimbursement must be based on the International Statistical Classification of Diseases and Related Health Problems (ICD-9) cancer codes 140-239. To receive a reduction in the Sun Life Stop-Loss Specific deductible, the Sun Life Cancer rider must be in force as well as either a Sun Life Critical Illness and Cancer Insurance or a Sun Life Critical Illness Cancer-Only Insurance policy.

The following services are not insurance and carry a separate charge included with the price of coverage: SunResources®, owned by Sun Life; SunExcel®, owned by Sun Life; SunElite™, owned by Sun Life with services provided by The Phia Group, LLC; and Medical Intelligence (formerly known as D2 Explorer) owned by and with services provided by Verisk Health. If a TPA (third party administrator) chooses to use Medical Intelligence, no software license is required between the TPA and Verisk Health or the TPA and Sun Life. The TPA transmits and accesses its data through Verisk Health's website. A TPA has access to its own data according to Verisk Health's website system controls. Sun Life is not responsible or liable for the services or advice provided by any third party vendor. Sun Life reserves the right to discontinue any service at any time.

Group stop-loss insurance policies are underwritten by Sun Life Assurance Company of Canada (Wellesley Hills, MA) in all states, except New York, under Policy Form Series 07-SL. In New York, group stop-loss insurance policies are underwritten by Sun Life and Health Insurance Company (U.S.)(Lansing, MI) under Policy Form Series 07-NYSL REV 7-12. Product offerings may not be available in all states and may vary depending on state laws and regulations.

**Critical Illness/Cancer information**

Issuance of these policies is dependent on meeting underwriting guidelines and participation requirements.

"Critical Illness and Cancer Insurance" and "Critical Illness, Cancer-Only Insurance" are limited benefits policies. They do NOT provide basic hospital, basic medical, or major medical insurance. The certificate has exclusions, limitations, and benefit waiting periods for certain conditions that may affect any benefits payable. Benefits payable are subject to all terms and conditions of the certificate. This overview is preliminary to the issuance of the policies and certificates. The policies, certificates, and riders, if applicable, may not be available in all states and may vary based on state laws and regulations. Group critical illness and cancer insurance policies are not available in New York and are underwritten by Sun Life Assurance Company of Canada (Wellesley Hills, MA) in all states, except New York, under Policy Form Series 12-GP-01, 13-SD-C-01, 12-SD-C-01, 12-SD-R-01, and 13-SD-R-01.

Note regarding employees covered or considering coverage under Health Savings Accounts (HSA) established in connection with High Deductible Health Plans (HDHPs): Based on the limited available regulatory guidance, Sun Life believes its "Critical Illness Insurance", "Critical Illness and Cancer Insurance", and "Critical Illness, Cancer-Only Insurance"(Cancer Insurance) are appropriate for use with an HSA and may be purchased when employees and/or their family members are covered under an HDHP. However, Sun Life cannot provide legal or tax advice. If there are legal or tax questions, we suggest that employees consult their own legal or tax advisor before purchasing this insurance.

© 2017 Sun Life Assurance Company of Canada, Wellesley Hills, MA 02481. All rights reserved. Sun Life Financial and the globe symbol are registered trademarks of Sun Life Assurance Company of Canada.

Proposal for Winnebago County

SLPC 2432 rev. 06162014 GLOT-2551



## Executive Summary

Date: December 14, 2017  
To: Operations & Administrative Committee  
Prepared by: Purchasing Department  
Subject: Telecommunications Lines and Services Audit

---

**County Code:** Winnebago County Purchasing Ordinance

**Background:**

All Winnebago County departments and buildings need a detailed audit and physical inventory (mapping) done of all telecommunication lines. We have made some progress in identifying unused lines however with 84 AT&T accounts and over 15 Frontier accounts (some with hundreds of lines) it has been very time consuming.

ClientFirst is the firm that recently conducted the 911 telecommunication line and circuit audit for both the City and County 911 departments. It was a very successful audit resulting in County savings over \$10,000 per month on AT&T billing.

**Recommendation:**

Carla Paschal, Gus Gentner and Ann Johns are all very familiar with ClientFirst. They each recommend the County hire this particular vendor to conduct a first of its kind comprehensive telecommunication line audit. This will be done building by building to identify all telephone lines, alarm and emergency circuits.

Purchasing Department

404 Elm Street • Room 202 • Rockford, IL 61101

Website: [www.WinColl.us](http://www.WinColl.us)

**It is our mission to provide high quality services and promote a safe community for all people in Winnebago County.**

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

Sponsored by: Gary Jury

Submitted by: Operations & Administrative Committee

2017 CR

---

**RESOLUTION AWARDING PROPOSAL FOR TELECOMMUNICATIONS LINE AND SERVICE AUDIT**

---

**WHEREAS**, Winnebago County wishes to have a complete detailed audit and physical inventory of the telecommunication lines and services currently active; and,

**WHEREAS**, it is recommended that ClientFirst Technology Consulting provide this service; and,

**WHEREAS**, as this is a professional service, it is not subject to competitive bidding according to Section 2-337(b) of the Winnebago County Code; and,

**WHEREAS**, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the proposal received from ClientFirst Technology Consulting to perform the detailed audit and physical inventory; and,

**WHEREAS**, the Operations and Administrative Committee has determined that the funding for the aforementioned purchase shall be as follows:

**81000 - 43210**

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that a purchase order be issued to ClientFirst Technology Consulting, 1181 California Avenue, Suite 270, Corona, CA 92881 in an amount not to exceed \$24,960.00 dollars.

**BE IT FURTHER RESOLVED**, that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Director of Purchasing, Finance Director, Director of Information Technology, and County Auditor.

Respectfully Submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
GARY JURY, CHAIRMAN

\_\_\_\_\_  
GARY JURY, CHAIRMAN

\_\_\_\_\_  
JEAN CROSBY

\_\_\_\_\_  
JEAN CROSBY

\_\_\_\_\_  
ANGIE GORAL

\_\_\_\_\_  
ANGIE GORAL

\_\_\_\_\_  
JOE HOFFMAN

\_\_\_\_\_  
JOE HOFFMAN

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
ELI NICOLosi

\_\_\_\_\_  
ELI NICOLosi

\_\_\_\_\_  
DOROTHY REDD

\_\_\_\_\_  
DOROTHY REDD

The above and foregoing Resolution was adopted by the County Board of the County of  
Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

ATTESTED BY:

\_\_\_\_\_  
**FRANK HANEY**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
**MARGIE M. MULLINS**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

November 30, 2017

Ms. Ann Johns  
Director of Purchasing  
Winnebago County  
404 Elm Street  
Rockford, IL 61101

**Re: Proposal for Telecommunications Lines and Services Audit**

Dear Ms. Johns,

CLIENTFIRST Technology Consulting is pleased to provide Winnebago County with our *Proposal for Telecommunications Lines and Services Audit* to provide assistance to the County in auditing the existing telecom lines and services. We appreciate the confidence you have placed in our services and look forward to working with you.

## Project Background

Winnebago County would like to retain our services to perform a detailed audit and physical inventory of the telecommunications lines and services billed to the County. Our recent telecom audit work with the County and the City of Rockford related to the 911 lines and services has yielded excellent results and the County would like to continue that process to include the rest of the County's telephone lines.

CLIENTFIRST met with the County to discuss the project, scope, and timing. During that meeting, we generally reviewed the County's situation, services, and desired results. Based on that meeting, we have developed this engagement letter describing the steps and work plan for the project.

The major focus of the project is on analog lines and circuits. While the County has additional PRIs, DID services, IPFlex Services, and SIP services, the County would like this project to focus on the analog lines and circuits being billed by AT&T and Frontier.

We can provide additional information regarding CLIENTFIRST and our experience performing these projects for other clients, if requested. Because the County and City of Rockford already has the information from the previous project, we condensed the proposal to letter format.

To address the County's need, we have developed the following project work plan.



## Project Work Plan and Fees

Our fees are based on the actual time spent on the project by the staff assigned. The work plan provides the work steps and anticipated time needed to complete the project. Our fees will not exceed these amounts unless the County decides to expand the scope of the project.

**We anticipate any expenses to be local travel, mileage, and tolls, not to exceed \$600. Expenses are based on 8 total site visits.**

Step	Winnebago County Telecommunications Lines and Services Audit Work Plan	Total Hours	Struwing	Weiman
1	Project Kick-Off Meeting	2	1	1
Line Audit				
1	Obtain CSRs and validate billing spreadsheets	8	8	-
2	Review inbound and outbound calling usage	4	4	-
3	On-site audit and inventory with County IT staff - Approximately ten sites in downtown Rockford	24	24	-
4	Documentation of lines to be disconnected	9	8	1
5	Issue disconnect orders to AT&T	9	8	1
6	Verify AT&T billing	16	16	-
Billing				
1	Work with County staff and AT&T to consolidate and organize bills by department	14	12	2
2	Verify line and circuit rates	12	12	-
3	Review taxes and fees	17	16	1
4	Verify contract dates for services	3	2	1
Analog Circuit Disconnects				
1	Organize and facilitate with County IT staff and Kwik Kall	12	12	-
2	Determine specific physical line disconnects and continuity testing	24	24	-
3	Issue disconnect orders to AT&T	9	8	1
4	Work with County and selected vendors to establish contract for needed circuits	8	4	4
Hours		171	159	12
Rates			\$ 140	\$ 175
Fees Total		\$ 24,360	\$ 22,260	\$ 2,100



## Maximum Cost

The consulting fees payable based on this agreement shall not exceed the amounts shown.

## Project Timing

We anticipate beginning this process immediately and completing it in a timeframe determined by planning meetings with the County.

## Scope Changes and Management

Alternative scope changes and fee adjustments are possible, and are dependent on specific project needs and staff resources and capabilities. Minor changes to the scope and methodology stated above will not result in a change in our fees.

If the nature or scope of our work should change significantly during the project, we would discuss such matters and their effect on our fees and obtain written approval before proceeding.

## Payment Terms

We invoice monthly as progress proceeds. *CLIENTFIRST* will provide detailed accounting of all consulting time and expenses as a part of the invoice. Payments are due within 30 days of receipt, via check or ACH.

## Project Staffing

Thomas Weiman, Consulting Services Practice Leader, and Marcia Struwing will provide the staffing for the project. Tom and Marcia were involved in the previous telecommunications audit for the County and the City of Rockford and are most familiar with the County, the existing telecom services, and project scope.

## Project Acceptance

If you have any questions, feel free to contact me at 847.910.7047 or via email at [tweiman@clientfirstcg.com](mailto:tweiman@clientfirstcg.com) for additional information. We look forward to the continued opportunity of serving Winnebago County as one of our many satisfied clients.

If this proposal is in accordance with your understanding of the services to be performed by us, please sign and date this letter, and return it to us, physically or electronically.

Sincerely,

**Thomas Weiman**  SOCIETY OF  
Practice Leader COMMUNICATIONS TECHNOLOGY  
Enterprise Communications Consulting CONSULTANTS INTERNATIONAL

Accepted by

**Winnebago County**



Signature

Date

Name and Title (print)



## Executive Summary

Date: December 14, 2017  
To: Operations & Administrative Committee  
Prepared by: Purchasing Department  
Subject: Nursing Services Contract Renewal

---

**County Code:** Winnebago County Purchasing Ordinance

**Background:**

The Purchasing Department went out with Request for Proposal #16-2064 in 2016 for a temporary staffing of nursing services at River Bluff Nursing Home. The RFP allowed for a one-year contract with two (2) one-year optional renewals, not to exceed three years in total.

There were a total of five proposers, with three temporary staffing vendors being selected to provide these services. Through a June 2016 Board Resolution, Super Nurs LLC., Nurses PRN and Maximum Healthcare Services were each awarded one-year contracts.

**Recommendation:**

There is still a shortage of nursing staff at River Bluff Nursing Home and in the Rockford area in general. Unfortunately, the hourly rates need to be increased to find temporary nurses and CNA's to fulfill the RBNH shift shortages. Therefore Pam Gentner, Administrator at RBNH, has reviewed the new proposed rates and recommends renewing each contract at this time.

Ann has held negotiations with each vendor to find the lowest rate increase possible and recommends the Board renew through this Resolution, the second year of each Nursing Services contract.

Purchasing Department

404 Elm Street • Room 202 • Rockford, IL 61101

Website: [www.WinColl.us](http://www.WinColl.us)

**It is our mission to provide high quality services and promote a safe community for all people in Winnebago County.**

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

Sponsored by: Gary Jury

Submitted by: Operations & Administrative Committee

2017 CR

---

**RESOLUTION AUTHORIZING THE ADMINISTRATOR OF RIVER BLUFF NURSING  
HOME TO RENEW AGREEMENTS FOR NURSING SERVICES**

---

**WHEREAS**, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Article VI, Section 2-341, that all purchases for and contracts for supplies, materials, equipment, and contractual services, the value of which is estimated to exceed \$12,000, shall be based on competitive proposals by the County Board; and,

**WHEREAS**, River Bluff Nursing Home is required by Federal and State law to maintain certain staffing levels in order to meet the needs of its residents; and,

**WHEREAS**, competitive proposals were solicited and received for staffing of nurses and certified nursing assistants for River Bluff Nursing Home in 2016 with Request for Proposal 16-2064 and the County is now exercising its right to renew for the second year of possible three-year contracts; and,

**WHEREAS**, Super Nurs LLC, Maxim Healthcare Services Inc., and Nurses PRN, have each agreed to a contract renewal for one year with rate increase effective January 1, 2018; and

**WHEREAS**, the Operations and Administration Committee has determined that the funding for the aforementioned services shall be as follows:

**72500-43190**

**WHEREAS**, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the Attachment A, list of proposed rates for the aforementioned item(s) and recommends that the Administrator of River Bluff Nursing be authorized to renew agreements for nursing services with Super Nurs LLC, Maxim Healthcare Services Inc., and Nurses PRN that will start January 1, 2018.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effect 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, Administrator of River Bluff Nursing Home, Finance Director, and County Auditor.

Respectfully Submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

---

GARY JURY, CHAIRMAN

---

GARY JURY, CHAIRMAN

---

JEAN CROSBY

---

JEAN CROSBY

---

ANGIE GORAL

---

ANGIE GORAL

---

JOE HOFFMAN

---

JOE HOFFMAN

---

KEITH McDONALD

---

KEITH McDONALD

---

ELI NICOLSI

---

ELI NICOLSI

---

DOROTHY REDD

---

DOROTHY REDD

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

ATTESTED BY:

---

**FRANK HANEY**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

---

**MARGIE M. MULLINS**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

## NURSING SERVICES CONTRACTS: 16-2064

## RENEWAL YEAR TWO – REVISED HOURLY RATES

DECEMBER 21, 2017

VENDOR	RN	LPN	CNA
Nurses PRN 1101 E. South River St. Appleton, WI 54915	Weekday/\$40.00 Weekend/\$42.00	Weekday/\$37.00 Weekend/\$39.00	Weekday/\$26.00 Weekend/\$28.00
Super Nurs LLC 4040 Charles St.– Suite 206 Rockford, IL, 61108 Any hours that exceed 40 hours per week, will be billed at time and a half of regular shift rate. Weekend shifts are considered Friday 2 <sup>nd</sup> shift through Sunday 3 <sup>rd</sup> shift.	\$42.00	\$38.00	\$22.75
Maxim Healthcare Services Inc. 973 Featherstone Rd.– Suite 210 Rockford, IL 61107	Weekday/\$56.00 Weekend/\$58.00	Weekday/\$46.00 Weekend/\$48.00	Weekday/\$25.50 Weekend/\$27.00

**FY18 - Q1**  
**Quarterly Software License Compliance Report**  
**Executive Summary**

		<u>Possible</u> <u>License</u> <u>Compliance</u>		<u>License</u> <u>Comments</u>
<u>Software Name</u>	<u>Entitlement</u>	<u>In Use</u> <u>(Lansweeper)</u>	<u>Issue</u>	
1 Microsoft Windows 2000 Server	10	1	0	
2 Microsoft Windows Server 2008 R2 Datacenter	6	3	0	
3 Microsoft Windows Server 2008 R2 Enterprise	4	10	0	
4 Microsoft Windows Server 2008 R2 Standard	9	25	0	
5 Microsoft Windows Server 2012 Datacenter	2	2	0	
6 Microsoft Windows Server 2012 R2 Datacenter	3	2	0	
7 Microsoft Windows Server 2012 R2 Standard	18	50	0	
8 Microsoft Windows Server 2012 Standard	5	18	0	
9 Microsoft Windows Storage Server 2008 R2 Standard	1	0	0	
10 Microsoft Windows Storage Server 2012 R2 Standard	1	1	0	
11 Microsoft Windows Storage Server 2012 Standard	1	1	0	
12 Microsoft(R) Windows(R) Server 2003, Enterprise Edition	14	9	0	
13 Microsoft(R) Windows(R) Server 2003, Standard Edition	1	4	0	
14 Microsoft(R) Windows(R) Server 2003, Standard Edition R	38	9	0	
15 Microsoft® Windows Server® 2008 Enterprise	10	1	0	
16 Microsoft® Windows Server® 2008 Standard	9	3	0	
17 Microsoft Windows 2012 User Client Access Licenses	1699	1654	0	Covered by Windows 2016 User Client Access License
18 Microsoft Windows 2016 User Client Access Licenses	1500	0	0	
19 Microsoft Exchange Server 2013 Standard	3	3	0	
20 Microsoft Exchange Server 2013 Enterprise	2	2	0	
21 Microsoft Exchange 2013 Standard Client Access License	1669	1644	0	Covered by Exchange 2016 Standard Client Access License
22 Microsoft Exchange 2016 Standard Client Access License	50	0	0	
23 Microsoft Lync Server 2013, Application Host	1	1	0	
24 Microsfot Lync 2013 Standard Client Access License	160	105	0	
25 Microsfot Lync 2013 Enterprise Client Access License	105	105	0	Called Skype for Business Server Enterprise User CAL in Volume Licensing
26 Microsoft Office Access 2003	5	1	0	
27 Microsoft Office Excel 2003	1	1	0	
28 Microsoft Office Outlook 2007	1	1	0	
29 Microsoft Office Professional Edition 2003	29	4	0	
30 Microsoft Office Professional Plus 2007	963	62	0	
31 Microsoft Office Professional Plus 2010	149	197	0	Covered by Office Pro Plus 2016 licenses purchased in May of 2016
32 Microsoft Office Professional Plus 2013	433	712	0	Covered by Office Pro Plus 2016 licenses purchased in May of 2016
33 Microsoft Office Professional Plus 2016	454	47	0	
34 Microsoft Office Project Professional 2007	10	1	0	
35 Microsoft Office Project Server 2007	1	0	0	
36 Microsoft Office Standard 2010	0	1	0	Covered by Office Standard 2016 licenses purchased in May of 2016
37 Microsoft Office Standard 2013	315	98	0	
38 Microsoft Office Standard 2016	182	162	0	
39 Microsoft Office Standard Edition 2003	35	0	0	
40 Microsoft Office Visio Standard 2003	1	0	0	

**FY18 - Q1**  
**Quarterly Software License Compliance Report**  
**Executive Summary**

	<u>Software Name</u>	<u>Entitlement</u>	<u>In Use (Lansweeper)</u>	<u>Possible License Compliance Issue</u>	<u>License Comments</u>
41	Microsoft Office Visio Standard 2007	0	1	0	Covered by Visio Standard 2016 license purchased in May of 2016
42	Microsoft Office Word 2003	5	1	0	
43	Microsoft Office Word 2007	12	4	0	
44	Microsoft Outlook 2010	3	1	0	
45	Microsoft Project Professional 2013	0	1	0	Covered by Project Pro 2016 license purchased in May of 2016
46	Microsoft Project Professional 2016	1	0	0	
47	Microsoft Project Standard 2013	0	1	0	Covered by Project Standard 2016 license purchased in May of 2016
48	Microsoft Project Standard 2016	5	3	0	
49	Microsoft System Center 2012 R2 Virtual Machine Manage	18	14	0	
50	Microsoft System Center 2012 Virtual Machine Manager	1	0	0	Covered by SCVMM 2012 R2 licenses
51	Microsoft Visio Premium 2010	1	3	0	Covered by Visio Pro 2016 license purchased in May of 2016
52	Microsoft Visio Professional 2010	1	0	0	
53	Microsoft Visio Professional 2013	0	5	0	Covered by Visio Pro 2016 license purchased in May of 2016
54	Microsoft Visio Professional 2016	8	0	0	
55	Microsoft Visio Standard 2010	1	0	0	
56	Microsoft Visio Standard 2016	2	0	0	
57	Microsoft Visual Studio 2008 Professional Edition - ENU	3	3	0	
58	Microsoft Visual Studio 2010 Premium	1	0	0	Covered by Visual Studio Enterprise w/MSDN
59	Microsoft Visual Studio Professional 2012	3	3	0	
60	Microsoft SQL Server Developer 2008 R2	3	0	0	
61	Microsoft SQL Server Enterprise 2005 - CPU	0	2	0	Covered by 2 x SQL Server Enterprise 2014 2-Core Pack purchaed in May of 2016
62	Microsoft SQL Server Enterprise 2014 - 2 Core Pack	8	0	0	
63	Microsoft SQL Server Standard 2005 - CPU	4	1	0	
64	Microsoft SQL Server Standard 2008 - CPU	1	0	0	
65	Microsoft SQL Server Standard 2008 R2 - CPU	0	0	0	
66	Microsoft SQL Server Standard 2012 - 2 Core Pack	14	14	0	
67	Microsoft SQL Server Standard 2014 - 2 Core Pack	4	4	0	
68	Microsoft SQL Server Enterprise 2005	2	0	0	
69	Microsoft SQL Server Standard 2000	4	0	0	
70	Microsoft SQL Server Standard 2005	9	0	0	
71	Microsoft SQL Server Standard 2008	2	0	0	
72	Microsoft SQL Server Standard 2008 R2	2	1	0	
73	Microsoft SQL Server Standard 2012	2	2	0	1 ELP, 1 retail
74	Microsoft SQL Server Standard 2014	1	0	0	
75	Microsoft SQL Server 2005 User Client Access License	99	0	0	
76	Microsoft SQL Server 2008 User Client Access License	17	0	0	
77	Microsoft SQL Server 2008 R2 User Client Access License	0	5	0	Covered by 5 x SQL Server 2014 User CALs purchaed in May of 2016
78	Microsoft SQL Server 2012 User Client Access License	10	10	0	
79	Microsoft SQL Server 2014 User Client Access License	8	0	0	
80	Microsoft SQL Server 2005 Device Client Access License	40	0	0	

**FY18 - Q1**  
**Quarterly Software License Compliance Report**  
Executive Summary

	<u>Software Name</u>	<u>Entitlement</u>	<u>In Use (Lansweeper)</u>	<u>Possible License Compliance Issue</u>	<u>License Comments</u>
81	Microsoft SQL Server 2000 Device Client Access License	95	0	0	
82	BigAnt (Internal Instant Messaging)	300	210	0	
83	ABC (Code Enforcement)	1	1	0	Site License
84	PINS (Permitting)	1	1	0	Site License
85	AutoCAD	5	0	0	Concurrent license enforcement
86	Attendance Enterprise (Time Clocks)	500	431	0	
87	FCE	1	1	0	Site License
88	FullCase	1	1	0	Site License
89	Munis	1	1	0	Site License
90	Oracle Enterprise 2-Core License	20	20	0	
91	Oracle Standard License	1	1	0	
92	OffenderTrak	1	1	0	Site License
93	ArcGIS	12	0	0	Concurrent license enforcement
94	Symantec Endpoint Protection	2250	2056	0	
95	MicroMain (Maintenance Requests & Management)	1	1	0	Site License
96	NetRMS	1	1	0	Site License
97	Adobe Acrobat	154	154	0	Activation Enforcement
98	Ahlers	1	1	0	Site License
99	BEAST	1	1	0	Site License
100	Evidence	1	1	0	Site License
101	CAD	1	1	0	Site License
102	Chameleon	1	1	0	Site License
103	CityWatch	1	1	0	Site License
104	Civility	1	1	0	Site License
105	CornerStone	1	1	0	Site License
106	Criticall	1	1	0	Concurrent license enforcement
107	Data 911	40	40	0	Concurrent license enforcement
108	DevNet	1	1	0	Site License
109	EasyOffice	1	1	0	Site License
110	GEMs	1	1	0	Site License
111	GolfTrac	1	1	0	Site License
112	Identocard	1	1	0	Site License
113	iJuror	1	1	0	Site License
114	IPSAN	1	1	0	Site License
115	Ivitals	1	1	0	Site License
116	Lorado	1	1	0	Concurrent license enforcement
117	Live Scan	1	1	0	Site License
118	NetMotion	1	1	0	Concurrent license enforcement
119	Patagonia	1	1	0	Site License
120	VOIP	1	1	0	Site License

**FY18 - Q1**  
**Quarterly Software License Compliance Report**  
 Executive Summary

	<u>Software Name</u>	<u>Entitlement</u>	<u>In Use</u> <u>(Lansweeper)</u>	<u>Possible</u> <u>License</u> <u>Compliance</u> <u>Issue</u>	<u>License Comments</u>
121	PointClickCare	1	1	0	Site License
122	PowerDMS	1	1	0	Site License
123	VEMACS	1	1	0	Site License
124	Taser	1	1	0	Site License
125	Velocity	1	1	0	Site License
126	Integrator	1	1	0	Site License
127	Niagra / Workplace Pro	1	1	0	Site License
128	Digital Centry	1	1	0	Site License
129	MileStone	1	1	0	Site License
130	Open Office	20	20	0	Open Source Freeware