

Note: These minutes are not official until approved by the Ad Hoc Rules Committee at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.

DeKalb County Government
Sycamore, Illinois

**Ad Hoc Rules Committee Minutes
February 21, 2017**

The Ad Hoc Rules Committee of the DeKalb County Board met on Tuesday, February 21, 2017 at 7 p.m. in the Administration Building's Conference Room East in Sycamore, Illinois. Chairman Pietrowski called the meeting to order. The roll reflected that the Members present were Mr. Faivre, Mr. Frieders, Mr. Jones, Ms. Leifheit, Mr. Stoddard and Chairman Pietrowski. Ms. Askins was absent and Mr. Bagby arrived at 7:05 p.m. A quorum was established.

County Administrator Gary Hanson and Jeff Whelan were also present.

APPROVAL OF THE AGENDA

Mr. Faivre moved to approve the agenda and Mr. Frieders seconded the motion. The motion was carried unanimously by voice vote.

PUBLIC COMMENTS

There were no public comments made.

ETHICS POLICY

Mr. Hanson and the Committee reviewed the County's Ethics Policy that was adopted in 2006 as well as stated that the County's Ethics Officer is the State's Attorney. Through discussions, it was shared that Northern Illinois University employees and other individuals employed by the State are mandated to take an ethics training test annually and that the Gift Ban is now \$0 for all State employees. It was determined that those mandates are not explicable to County employees though. The Committee found that the County's Ethics Policy was update to date and followed the State of Illinois Statute.

Mr. Stoddard identified that in Section 1.3.1 "Campaign for elective office", it states the meaning and what is included and three items that are allowable. He shared that his problem with listing items that aren't allowable and are allowable, it leaves a lot of grey area for items that aren't listed at all. He noted that he felt it would be best to list just the activities that are prohibited in order to alleviate any confusion of what may be allowable and what isn't.

Mr. Stoddard additionally proposed a "Whereas" at the very beginning of the Ethics Policy that states: "Whereas, the purpose of the ethics act is to ensure the elected officials and public employees do not place their interests above those of the public." Mr. Stoddard reiterated that what he stated was the point of the whole Ethics Policy and it wouldn't hurt to have this umbrella statement first and foremost in the Policy.

Chairman Pietrowski reiterated his wanting to find a way for the County to have a Human Resources Director. He expressed that having an HR Director would help to ensure that legitimate files are being kept on employees and if there is an ethics complaint or any complaint it would be appropriately filed.

It was additionally clarified that all of the County's codes, policies and collective bargaining agreement, etc. are all on the County's website and easily accessible to everyone. Mr. Hanson also noted that when applying for Federal and State Grants they usually make sure that your organization has all of the appropriate policies adopted and in place.

Mr. Hanson also noted that he would be happy to look around for any ethics tests that can be administered to County employees. Mr. Frieders noted that at the very least, these policies should be divulged to the employees and especially new hired so they are made aware they exist.

Besides Mr. Stoddard's additional of an additional "Whereas", Chairman Pietrowski asked if anyone wanted to having something in the Policy to outline an alternate Ethics Advisor. The Committee decided that it would be best to make additional mention of Section 1.9.4 which notes that an Ethics Commission can be created. They also wanted to add that the Chairman and Vice Chairman of the County Board (opposite political party members) would make up that additional Ethics Commission.

Mr. Bagby additionally noted that he would like the Ethics Advisor, the State's Attorney, to take a look at the prohibited activities within the Ethics Policy to make sure that social media is covered in some way or to point out the section that may already cover that area, more so the misuse of social media for political gain. Also, if it isn't in there, what recommendations he may have for including that within the current policy. Chairman Pietrowski agreed and noted that he would like the State's Attorney Office to review the policy in general to ensure there is nothing missing or if additional information should be implemented.

One last edit that was noted was that Section 1.4.13 and 1.4.14 are exactly the same so to eliminate Section 1.4.14.

REVISIONS TO CHAPTER 2 OF THE COUNTY CODE

Chairman Pietrowski asked if anyone had any additional revisions to the County Board Rules that haven't already been covered. Chairman Pietrowski noted that something for a future meeting may be on how to properly word granting more power to the County Administrator to lead day to day but yet leave the ultimate power still in the hands of the County Board.

Ms. Leifheit inquired about who exactly was a Department Head. Mr. Hanson provided a County Department Oversight that he reviewed with the Committee.

There was additional discussion on term lengths of certain Appointed Officials and their review process.

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NEXT MEETING DATE

The Committee agreed that their next meeting date would be Tuesday, March 21, 2017 at 7 p.m. at a location to be later determined.

ADJOURNMENT

It was moved by Mr. Bagby, seconded by Mr. Faivre, and it was carried unanimously to adjourn the meeting.

Respectfully submitted,


Chairman Mark Pietrowski


Tasha Sims, Recording Secretary

AUTHORITY FOR DEPARTMENT HEAD OVER-SIGHT

<u># of Employees</u>	<u>Departments</u>	<u>Dept. Head</u>	<u>Contract?</u>	<u>Contract Expires</u>
County Board				
4.10	Administration	Hanson	Payout Cost	
6.16	Assessments	Brunschon	4 Years	07/20/2019
4.00	Community Action	Moulton	No	
1.25	ESDA	Miller	No	
11.00	Facility Management Office	Scheffers	No	
6.00	Finance Director	Stefan	No	
9.50	Forest Preserve	Hannan	No	
24.00	Highway	Schwartz	6 Years	06/25/2017
9.00	Information Management Office	Hanson	No	
4.20	Planning & Zoning	Hiland	No	
Elected				
27.00	Circuit Clerk	Josh		
1.25	Coroner	Miller		
12.00	County Clerk & Recorder	Johnson		
109.00	Sheriff	Scott		
23.00	State's Attorney	Amato		
4.70	Treasurer	Johnson		
5.50	Regional Office of Education	Christensen		
Judiciary				
12.00	Court Administration / Treatment Court	Stuckert		
22.00	Court Services (Probation)	Gilmour		
11.00	Public Defender	McCulloch		
Other Boards				
41.00	Health Department	Gonzalez		
181.00	Rehab & Nursing Center	Becker		
2.00	Mental Health	Cada		
6.22	Veteran's Assistance	Anderson		