Ad Hoc Rules Committee

December 11, 2024
6:30PM

Legislative Center's Gathertorium
200 N. Main Street
Sycamore, Illinois 60178

1. **Roll Call**

2. **Approval of Agenda**

3. **Public Comments**

   Any member of the public may address the Committee for up to 3 minutes on any topic of their choosing. There will be no yielding of time to other members of the public and agenda time for public comments is limited to 30 minutes in total.

4. **An Ordinance Approving Amendments to Chapter 2 of the County Code.**

   On November 21, 2024, the Ad Hoc Nominating Committee met to make a recommendation on County Board Standing Committee assignments. During the course of their meeting, the Nominating Committee recommended that a meeting of the Ad Hoc Rules Committee be called to discuss amendments to Chapter 2 of the County Code.

   Sec. 2-19 Standing Committees Enumerated

   B. All Standing Committees serve in an advisory capacity and perform such functions as are determined by the County Board plus those responsibilities noted below:

      1. *Finance and Administration Committee* ~~*(7 Members).*~~ This committee advises the county board in matters relating to finance, capital planning, and administrative services. Responsible annually for the submission to the county board of a balanced budget along with recommended tax levy and capital spending plan for the coming five-year period. The Finance Committee monitors the budget revenues and expenses throughout each fiscal year and may propose measures during the year to help meet annual budget goals.

      2. *Planning, Zoning and Development Committee* ~~*(7 Members).*~~ The planning, zoning and development committee advises the county board in matters relative to the county's comprehensive plan, zoning ordinances, building and development matters, building codes and violations of various county ordinances. This committee coordinates with the regional planning commission. The committee advises the county board on all matters relating to growth, including residential, commercial and industrial growth and the economic opportunities and challenges associated with that growth. This committee coordinates with the county economic development corporation, and the various cities, towns and villages within the county on growth related matters. This committee also recommends periodically beneficial changes in local policies and state laws.

      3. *County Highway Committee* ~~*(7 Members).*~~ The county highway committee advises the county board on all matters related to roads, bridges and other elements of public infrastructure. This committee is also responsible for intergovernmental issues related to transportation including

coordination of efforts with the state, municipal and township road and bridge systems and participation in the metropolitan planning organization.

4. *Health and Human Services Committee ~~(7 Members)~~.* The health and human services committee advises the county board on all matters pertaining to the provision of health and human services to the residents of the county, including those services provided directly by the county and/or services provided by others that are overseen and/or funded by the county. This committee coordinates and oversees a wide variety of services in the fields of health, mental health, public health and long-term care. The committee oversees the administration of the county's senior services levy and the rural transportation services and veterans' transportation services provided through the Voluntary Action Center. This committee coordinates with the board of health, 708 board and the regional superintendent of schools.

5. *Law and Justice Committee ~~(7 Members).~~* This committee advises the county board on all aspects of the justice system, including, but not limited to, funding and coordination of services provided by the judiciary, coroner/ESDA, sheriff's department, court services, the public defender, the circuit clerk's office and the office of the State's Attorney. This committee makes periodic recommendations to the county board on tax and financial policies relative to the ongoing operational and capital needs of the justice system.

6. *Facilities and Technology Committee ~~(7 Members).~~* This committee advises the county board on all matters related to facilities, grounds and technological infrastructure. This includes the preparation of five-year plans to address deferred maintenance of county buildings and the use and implementation of advancing technology to enhance efficiency in county operations. The committee will coordinate with the Public Building Commission as it relates to long-term planning needs.

7. Adjournment

Chapter 2 – COUNTY BOARD RULES

Sec. 2-1 Scope

The provisions of this division shall govern all meetings of the County Board or any Committee of the County Board.

(Res. No. R2012-37, 5-16-2012)

Sec. 2-2 Nomination of Chair, Vice-Chair, and Standing Committees

A. Not less than one week prior to the organizational meeting of the County Board, members shall hold their respective party caucuses. Each caucus shall select three of its members to serve on an Ad Hoc Nominating Committee. It shall be the responsibility of the Ad Hoc Nominating Committee to recommend to the Chair of the County Board elected at the organizational meeting, a Vice-Chair, members of each Committee, and the Chairs and Vice-Chairs for each of the Standing Committees, plus an advisory recommendation to the Forest Preserve President for Forest Preserve Standing Committees. The Committee Chairs shall be proportional to each party's representation on the Board. The majority party shall have the first selection of Standing Committee Chairs and the parties shall then select alternately until the minority allotment has been filled. Minority party Chair allotments shall be as follows: If the minority party holds nine, ten or 11 seats it shall be entitled to three Committee Chairs. If the minority party holds six, seven, or eight seats it shall be entitled to two Chairs. If the minority party holds two, three, four, or five seats it shall be entitled to one Chair. A party holding less than two seats shall be entitled to no Standing Committee Chairs. The Chair of the Executive Committee shall be the County Board Chair. The Vice-Chair of the Board and Executive Committee shall be a member of a minority party.

B. The Ad Hoc Nominating Committee shall submit its recommendations for Committee memberships, with the goal of each County Board Member serving on two of either the County's or Forest Preserve's Standing Committees, and Committee Chairs in writing to the Chair of the County Board elected at the organization meeting of the Board. The Chair, following the recommendations of the Ad Hoc Committee insofar as possible, shall thereupon appoint members, Vice Chairs, and Chairs of all Standing Committees of the Board subject to the consent of the Board expressed by roll call vote.

(Res. No. R2012-37, 5-16-2012; Ord. No. 2018-51, 11-21-2018 PDF)

Sec. 2-3 Officers

A. At the organizational meeting of the County Board held the first Monday of December in each even numbered year, and whenever a vacancy in the offices of Chairman or Vice-Chairman shall occur, the Board shall elect from its membership a Chairman and a vice-Chairman, neither of whom shall serve more than three full terms in a 12 year period in that position, who shall be nominated and voted upon separately as follows:

   The Chairman Pro Tem shall ask for nominations for the office of Chairman.

   1. When there is one nominee, a voice vote shall be taken.
   2. When there are only two nominees to be voted on, a roll call vote shall be taken with the members stating the name of their choice. A tie vote shall result in a re-vote or re-votes until a Chairman has been elected.
   3. When there are more than two nominees a roll call vote shall be taken with the members stating the name of their choice. If no nominee receives a majority of the votes cast a runoff election shall be conducted between the two top vote getters.
   4. When there is a three-way tie for top vote getter an "odd man out" coin flip shall determine the runoff nominees.

5. When one nominee has a larger number of votes, but not a majority, and two or more candidates are tied for second, a coin flip, or series of coin flips shall be conducted until only one nominee has a coin showing "heads." That nominee shall then participate in a runoff election against the nominee with the larger number of votes.

The Chairman shall ask for nominations for the office of Vice-Chairman (if that office is vacant) and shall follow the same process outlined above to elect a Vice-Chairman.

B. It shall be the Chairman's responsibility to preside over the meetings of the Board, to appoint the Committees of the Board with the advice of the ad hoc nominating Committee and the consent of the entire Board, to compile the agenda for Board meetings that the Chairman calls, and to perform such other duties as the Board may from time to time assign.

C. It shall be the Vice-Chairman's responsibility to preside over the meetings of the Board in the absence of the Chairman and to perform such other duties as the Board may assign from time to time.

(Res. No. R2012-37, 5-16-2012; Ord. No. 2018-51, 11-21-2018 PDF *)*

Sec. 2-4 Seating

Members of the County Board shall be seated in alphabetical order, unless physical limitations or other unforeseen circumstances, as agreed to by the Board Chair, necessitate a variation.

(Res. No. R2012-37, 5-16-2012; Ord. No. 2018-51, 11-21-2018 PDF *)*

Sec. 2-5 Rules of Order

The rules contained in Robert's Rules of Order, Newly Revised, shall govern the County Board in all cases to which they are applicable, and in which they are not inconsistent with the rules of the Board including, but not limited to, the following rules:

1. The Chairman shall preserve order and decorum and decide all questions of order, subject to an appeal to the Board without debate.
2. No member shall have the privilege of the floor until he shall respectfully address the Chair, rise, if practical, and be recognized. Members shall remain standing when addressing the Chair or the Board.
3. When two or more members shall address the Chair at the same time, the Chair shall name the member to speak first.
4. No member shall speak to a question for more than five minutes the first time, and no member may speak twice on the same question until all members who wish to have spoken. A member may speak for no more than five minutes the second time unless granted permission by the Chair.
5. No member shall absent himself before the formal close of the day's session, unless excused by the Chairman of the Board.
6. A member may abstain from voting on any issue, provided that an abstaining member shall not be counted as a voting member for any purpose. No member shall pass a vote.
7. No motion shall be debated before it has been seconded; when seconded, it shall be stated by the Chair before being debated, and every such motion shall be reduced to writing and made a part of the Board's minutes stating the name of the moving member and seconder.
8. After a motion is stated by the Chairman or read by the Clerk, it shall be deemed to be in the possession of the Board, but may be withdrawn by the moving member with consent of the second at any time prior to an amendment or decision thereon.
9. A roll call vote shall be called on any question upon the demand of any one member.

10. The Clerk shall call the names of members in alphabetical order when calling the roll or when polling a vote. Beginning at the first regular or special meeting of the County Board following adoption of the ordinance from which this section derives the Clerk shall call the first member in alphabetical order and cycle through the alphabet one member per meeting, skipping members who may be absent, until the last member in alphabetical order has voted first and then begin the process again. The Clerk shall restart the process at the beginning of each session of the Board starting with the first roll call vote following the seating of the new Board at the organizational meeting held on the first Monday of December of each even-numbered year by beginning with the first member in alphabetical order.
11. A motion to reconsider can be made only at the same meeting and by a member voting with the majority.
12. A motion to adjourn shall always be in order and shall be decided without debate, unless a question of what time to adjourn to shall occur.
13. No alteration shall be made in any of the rules of the Board without the consent of a majority of the members of the Board nor without two weeks' notice being given to the motion therefor but the rules may be suspended in any particular case by vote of two-thirds of the members voting.
14. No unauthorized person or persons may enter into or remain in the seating area for the County Board or those areas immediately adjacent to the seating area of the County Board beginning one half-hour prior to County Board meetings and ending one half-hour after adjournment of the County Board. No unauthorized person or persons may distribute materials or speak to members of the County Board in the Board seating area during such periods.
15. Full Board meetings and Committee meetings may be recorded by a third party or the County in any form, except where the meeting is held in closed session or where an individual providing testimony to the Committee or full Board objects. Where a witness objects to providing testimony while recorded by a third party, the third party shall cease any and all recording during the testimony, but may resume, once the testimony is completed.
16. Any member of the public who persists in disrupting or interfering with the orderly business of the Board shall be removed from the meeting premises by a law enforcement officer at the direction of the Chairman.
17. A consent agenda may be presented by the Chairman at the beginning of a meeting. Items may be removed from the consent agenda at the request of any member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the member requesting the item's removal from the consent agenda. Expenditure of funds may never be subject to a consent agenda.

(Res. No. R2012-37, 5-16-2012)

Sec. 2-6 Meetings Generally

A. Regular meetings of the County Board shall commence promptly at 7:00 p.m. and shall end no later than 10:30 p.m. unless extended by majority vote of the members present. Meetings shall be held on the third Wednesday of each month. Special meetings may be called by the Chairman in accordance with the requirements of the Illinois Open Meetings Act. The meeting agenda, Board minutes, Committee reports, and a compilation of bills to be paid shall be made available to Board members and to the public on the County's website not less than five calendar days prior to regular Board meetings.

B. Special meetings of the Board shall be held when requested by at least one-third of the members of the Board, which request shall be in writing, addressed to the Clerk of the Board, and specifying the time and place of such meeting. The Clerk shall then give notice of such special meeting to members and to the general public as required by law.

C. In the first calendar quarter of each year following the County Board’s Organizational Meeting, the County board Chairman may set a special workshop for all County Board Members. The agenda for the meeting will be approved by the Executive Committee, but the intent is to only have discussion items, such as regarding Board Member orientation or an in-depth examination of specific issues, with no formal actions being taken by the Board at this workshop.

D. Regular meetings of the County Board may be cancelled by a two-thirds majority vote of the executive Committee. Notice of cancellation shall be provided by e-mail to Board members and Department Heads within 12 hours of the vote to cancel the meeting. A vote to cancel a regular meeting may be overridden by written petition signed by a majority of the members of the County Board and delivered to the Board office not less than six calendar days before the meeting was scheduled to occur. Written petition may include e-mail correspondence sent to the County Board coordinator and Board Chairman. In such event, the executive Committee shall meet not less than three calendar days before the meeting to prepare an agenda for the meeting. No more than two meetings may be cancelled in any calendar year. Regular meetings of the Board may be cancelled upon shorter notice, in the discretion of the Board Chairman, in case of emergency, inclement weather, act of God, or other extraordinary circumstance or event.

E. Standing Committee meetings may be cancelled by a two-thirds majority vote of Committee members. A Committee Chairman may cancel a meeting in case of emergency, inclement weather, act of God, or other extraordinary circumstance or event. If the Committee Chairman determines that there is an apparent lack of business items to warrant the cancellation of a meeting, the County Administrator or designee will contact each of the standing Committee members for concurrence in cancelling the meeting. If during that process a member suggests a business item to the County Administrator or designee, a new round of contacts will be made. If two-thirds of the Committee members agree to cancel the meeting, the meeting will be cancelled.

F. When Special Meetings are held at the request of outside parties because the timing of the regular monthly County Board Meeting will not meet their needs, the County will charge a fee of $3,000. The fee may be waived by the County Board at their next monthly meeting if it is determined that the Special Meetings was also in the best interest of the general public.

(Res. No. R2012-37, 5-16-2012; Ord. No. 2014-01, 2-19-2014; Ord. No. 2017-01, 2-15-2017; Ord. No. 2018-03, 2-21-2018 PDF ; Ord. No. 2019-28, 3-20-2019 PDF)

State Law reference — Open Meetings Act, 5 ILCS 120/1—120/6.

Sec. 2-7 Order of Business

The order of business at meetings of the County Board shall be as follows:

1. Roll Call
2. Pledge to the Flag
3. Approval of Agenda
4. Approval of Minutes
5. Communications & Proclamations
6. Public Comments
7. Approval of Appointments
8. Reports of Standing Committees
9. Reports of Special Committees
10. Old Business
11. New Business & Referral of Matters to Committee
12. Adjournment

(Res. No. R2012-37, 5-16-2012; Ord. No. 2018-51, 11-21-2018 PDF ; Ord. No. 2019-28, 3-20-2019 PDF)

Sec. 2-8 Quorum

Thirteen members of the County Board shall constitute a quorum for meetings of the full Board.

(Res. No. R2012-37, 5-16-2012)

Sec. 2-9 Agenda of the County Board

A. The Chairman, with the advice and consent of the executive Committee, shall prepare an agenda for each regular and special meeting of the County Board. The agenda shall be in writing and shall be distributed to Board members and made available to the public and to the news media not less than five calendar days prior to the meeting for which the agenda is prepared.

B. The agenda shall be sufficiently itemized to apprise members and the public of the matters to be considered by the Board.

C. Only members shall have the right to have matters placed on the agenda. All matters to be placed on the agenda shall originate from a standing or ad-hoc Committee, unless the executive Committee votes by a two-thirds majority to place such item on the agenda.

D. A matter not on the agenda may be discussed upon a motion made, seconded and passed by two-thirds of the members voting. No final action may be taken on items not part of the published agenda for that meeting.

(Res. No. R2012-37, 5-16-2012)

Sec. 2-10 New Business

New matters presented to the County Board shall be stated in writing and shall be referred to the appropriate Committees by the Chairman without debate. Any matter can be discussed by the Board at any time upon motion made, seconded and passed by two-thirds of the members voting. No final action may be taken on items not on the published agenda.

(Res. No. R2012-37, 5-16-2012)

Sec. 2-11 Comments from Public

A time shall be provided on the agenda of each regular meeting of the County Board for members of the public to be heard. Such time shall not exceed 30 minutes. Persons desiring to be heard shall be allotted three minutes in which to address the Board speakers shall identify themselves by name and township. The 30 minutes time limits may be extended, for time certain, by a vote of the majority of the members present.

(Res. No. R2012-37, 5-16-2012; Ord. No. 2018-51, 11-21-2018 PDF *; Ord. No. 2019-28, 3-20-2019* PDF *)*

Sec. 2-12 Decorum of Members

All members shall comport themselves in a manner befitting that of an elected public official. Members shall be respectful of one another, of County staff, and of those members of the public whom they serve. Members shall attend meetings of the full Board dressed in business casual or professional attire.

(Res. No. R2012-37, 5-16-2012)

Secs. 2-13—2-18 Reserved

Sec. 2-19 Standing Committees Enumerated

A1. *Executive Committee.* The Chair of the Executive Committee shall be the County Board Chair. The Vice-Chair of the Executive Committee shall be the Vice-Chair of the County Board. The Executive Committee consists of the Chairs of the County Standing Committees, or in their absence, the Vice-Chairs of those Standing Committees, along with an at-large member from the Party that Chairs the Forest Preserve Committee. The Vice-Chair of the Executive Committee shall be a member of the opposite party of the County Board Chair and shall represent the County Board Chair in his absence and present all reports of the Executive Committee at meetings of the full County Board. When neither the Board Chair nor the Vice-Chair is available the Board Chair shall designate another member of the Executive Committee to serve as Chair for any regular or Executive Committee meeting. The Executive Committee advises the County Board with regard to the agenda for its meetings, coordinates the efforts of all Standing and Ad Hoc Committees, administers the exempt employee evaluation plan and advises the Board on matters relating to administrative procedures such as the conduct of public hearings. If a Committee Chair is absent from the meeting, then the Vice-Chair shall serve on the Executive Committee in his absence. If both the Committee Chair and Vice-Chair are absent from the meeting, then the County Board Chair, with the advice and consent of the Executive Committee, may designate a member of the Committee who is present at the meeting to serve on the Executive Committee in the absence of the Chair and Vice-Chair.

A2. The Executive Committee is entrusted with the authority to receive litigation updates on County litigation that is pending against it, or on behalf of it, and its elected officials, as deemed necessary. The Executive Committee shall also be responsible for making final determinations as to the initiation, settlement, compromise, and/or appeal of litigation for and against the County of DeKalb. Though, upon its own motion, the Executive Committee may refer such duties to the full County Board on a case by case basis should it determine such is necessary or desirable. (Further reference Section 5-3.)

B. All Standing Committees serve in an advisory capacity and perform such functions as are determined by the County Board plus those responsibilities noted below:

1. *Finance and Administration Committee (7 Members).* This committee advises the county board in matters relating to finance, capital planning, and administrative services. Responsible annually for the submission to the county board of a balanced budget along with recommended tax levy and capital spending plan for the coming five-year period. The Finance Committee monitors the budget revenues and expenses throughout each fiscal year and may propose measures during the year to help meet annual budget goals.

2. *Planning, Zoning and Development Committee (7 Members).* The planning, zoning and development committee advises the county board in matters relative to the county's comprehensive plan, zoning ordinances, building and development matters, building codes and violations of various county ordinances. This committee coordinates with the regional planning commission. The committee advises the county board on all matters relating to growth, including residential, commercial and industrial growth and the economic opportunities and challenges associated with that growth. This committee coordinates with the county economic development corporation, and the various cities, towns and villages within the county on growth related matters. This committee also recommends periodically beneficial changes in local policies and state laws.

3. *County Highway Committee (7 Members).* The county highway committee advises the county board on all matters related to roads, bridges and other elements of public infrastructure. This committee is also responsible for intergovernmental issues related to transportation including coordination of efforts with the state, municipal and township road and bridge systems and participation in the metropolitan planning organization.

4. *Health and Human Services Committee (7 Members).* The health and human services committee advises the county board on all matters pertaining to the provision of health and human services to the residents of the county, including those services provided directly by the county and/or services provided by others that are overseen and/or funded by the county. This committee coordinates and oversees a wide variety of services in the fields of health, mental health, public health and long-term care. The committee oversees the administration of the county's senior services levy and the rural transportation services and veterans' transportation services provided

through the Voluntary Action Center. This committee coordinates with the board of health, 708 board and the regional superintendent of schools.

5. *Law and Justice Committee (7 Members).* This committee advises the county board on all aspects of the justice system, including, but not limited to, funding and coordination of services provided by the judiciary, coroner/ESDA, sheriff's department, court services, the public defender, the circuit clerk's office and the office of the State's Attorney. This committee makes periodic recommendations to the county board on tax and financial policies relative to the ongoing operational and capital needs of the justice system.

6. *Facilities and Technology Committee (7 Members).* This committee advises the county board on all matters related to facilities, grounds and technological infrastructure. This includes the preparation of five-year plans to address deferred maintenance of county buildings and the use and implementation of advancing technology to enhance efficiency in county operations. The committee will coordinate with the Public Building Commission as it relates to long-term planning needs.

C. *Committee of the Whole.* The Committee of the Whole, comprised of all County Board members and chaired by the County Board Chair, received, studies, questions, and debates matters of general interest to the entire County Board. These meetings are designed to learn and gather information and as such, no formal votes may be taken. Discussions which may ultimately lead to business items for action by the entire County Board are still subject to the Standing Committee process. No requirement is made nor inferred that a matter for Standing Committee consideration must first be routed through the Committee of the Whole. Annual reports and periodic updates from departments with independent boards (Public Health, Community Mental Health, & Veterans) will be presented to the Committee of the Whole. Other Annual Reports or updates that may be of interest can be presented directly to the Committee of the Whole and will be introduces by the Chair of the Committee that would otherwise hear the report.

(Res. No. R2012-37, 5-16-2012) Ord. No. 2018-03, 2-21-2018 PDF ; Ord. No. 2018-51, 11-21-2018 PDF ; Ord. No. 2019-28, 3-20-2019 PDF ; Ord. No. 2019-36, 9-18-2019 PDF ; Ord. No. 2022-25, 11-16-2022 PDF)

Sec. 2-20 Committee Members

A. The Chairman of the County Board shall be the Chairman and a member of the executive Committee and may be a member of such other Committees which he may be appointed to with consent of the Board. The Chairman of the County Board shall be an ex officio member of all Committees.

B. All County Board Committee or Committee Chairman appointments, after the initial regular meeting in December, shall be made by the Chairman with the advice of the executive Committee and consent of the entire Board.

C. Committee members shall serve until the next Board election and qualification of members. At the request of a Committee member, such member's Committee assignment may be changed by the Chairman with the advice of the executive Committee and the consent of the entire Board.

(Res. No. R2012-37, 5-16-2012)

Sec. 2-21 Committee Meetings

A. Without permission of the County Board Chairman, no Committee may conduct business during any regular or special meeting of the Board.

B. Standing Committees shall establish regular meeting dates and times which shall be published in accordance with the Illinois Open Meetings Act. The first meeting and special meetings of standing Committees and meetings of other Committees and subcommittees including executive sessions

shall be called, public notice given, and held in compliance with the Illinois Open Meetings Act (5 ILCS 120/1 et seq.).

C. No Committee shall meet without a quorum being present. A quorum of a standing Committee shall be a majority of its members. Members in attendance by other means, as provided in subparagraph (d) below, shall not be included for purposes of establishing a quorum, but shall have the right to participate fully in the meeting and vote on all matters in the same manner as if the member were present in person.

D. If a member of a Committee is prevented from physically attending a Committee meeting because of:

1. Personal illness or disability;
2. Employment purposes or the business of the public body; or
3. A family or other emergency;

then a quorum of the members of the Committee may allow, by majority vote, a Committee member to attend the meeting by other means. "Other means" shall mean by video or audio conference. If a Committee member wishes to attend a meeting by other means, the member shall notify the County Board office or Committee Chair before the meeting, unless advance notice is impractical, and the County Board office or Committee Chair shall make appropriate arrangements for attendance by other means by the member.

E. Members who do not attend a Committee meeting in person, but attend by other means, as defined in subparagraph D above, shall not receive per diem compensation or mileage reimbursement for such attendance by other means.

F. In the event that a Committee Chairman is absent or attends a meeting by other means, the Committee Vice Chairman shall preside over the meeting. In the event that both the Committee Chairman and Vice Chairman are absent or attend by other means, the Committee members shall elect a Committee member to preside over the meeting.

G. No standing committee shall schedule its regular monthly meetings between the executive committee meeting and the date of the full county board meeting without approval of the executive committee.

H. Any member who will be absent from a committee meeting shall notify the county board office or committee chair of his absence prior to the meeting. If a member is absent from more than three (3) committee meetings within a calendar year, the committee chair shall notify the board chairman of such absences and the chairman shall, with the advice of the executive committee and the consent of the full county board, remove the member from the committee in which the member was absent. Attendance by other means, in accordance with subparagraph D, shall not constitute an absence.

(Res. No. R2012-37, 5-16-2012; Ord. No. 2013-12, 10-16-2013; Ord. No. 2014-04, 3-19-2014); Ord. No. 2018-51, 11-21-2018 PDF *)*

Sec. 2-22 Minutes of Committees

All Committee minutes shall be in writing and shall be delivered to the Chairman for distribution to the members of the County Board. Committee minutes shall be delivered to the Chairman not less than seven calendar days prior to the Board meeting at which such reports are to be considered. In addition, as a courtesy to the public, audio recordings of Committee meetings will be made available, as soon as practical, via the County's web site for a period of 12 months following the date of the meeting.

(Res. No. R2012-37, 5-16-2012; Ord. No. 2017-06, 5-17-2017)

Sec. 2-23 Executive, Closed Sessions

Executive or closed sessions of the County Board and of all Committees and subcommittees of the Board shall only be held in accordance with the Illinois Open Meetings Act (5 ILCS 120/1 et seq.), as amended from time to time.

(Res. No. R2012-37, 5-16-2012; Ord. No. 2018-03, 2-21-2018 PDF *)*

Sec. 2-24 Per Diem & Mileage

DeKalb County Board Members may collect a per diem and mileage for the attendance of any County Board or Committee meeting for which they are assigned and attend. Should a Board Member attend more than one County meeting in a calendar day, then he/she may only receive the payment of one per diem for the day in total and mileage only for trips actually driven. Per diems and mileage cannot be collected for meetings attended where the Board Member is not themselves a member.

(Ord No. 2019-36, 9-18-2019 PDF)

Sec. 2-25 Board Member Attendance at Non-Assigned Committee Meetings

County Board Members are permitted, and in some cases encouraged, to attend the meetings of Committees that they do not serve on, so as to be informed on all issues. However, when a Board Member is attending a Committee meeting that they are not a member of, it is imperative that they do not participate in discussions, but rather just attend for information purposes. When a Board Members participated in a Committee meeting for which they are not assigned, the result could be a violation of the Open Meetings Act and thus must be strictly avoided.

(Ord No. 2019-36, 9-18-2019 PDF)

Secs. 2-26—2-30 Reserved

Sec. 2-31 Amendments to Rules

Amendments to the County Board rules shall be based on recommendations made by an ad hoc rules Committee. This Committee shall contain equal representatives of the opposing parties. This Committee shall be appointed by the Chairman, with the advice and consent of the entire Board, and shall consist of not less than two or more than eight members of the County Board. The full Board shall have the sole authority to adopt such amendments and shall do so by a two-thirds majority.

(Res. No. R2012-37, 5-16-2012)