



MONROE COUNTY COUNCIL

Monroe County Courthouse, Room 306
100 W Kirkwood Avenue
Bloomington, Indiana 47404
Office: 812-349-7312
CouncilOffice@co.monroe.in.us

Kate Wiltz, President
Trent Deckard, President Pro Tempore
Jennifer Crossley
Marty Hawk
Peter Iversen
Geoff McKim
Cheryl Munson
Kimberly Shell, Council Administrator
Meghan Miller, Council Assistant
VACANT, Legal Counsel

COUNCIL WORK SESSION AGENDA Tuesday, March 22, 2022 at 5:30 pm Nat U. Hill Meeting Room and Zoom Connection

<https://monroecounty-in.zoom.us/j/82113298945?pwd=aWZxai8rY3FiWHlldnV2Y0ltTHRnZz09>

Meeting ID: 821 1329 8945

Password: 485032

- The public’s video feed will be turned off by the Technical Services Department meeting administrator.
- The public will be able to listen and record.
- The public should raise their hand if they wish to speak during the public comment period.
- Below is the link for ZOOM Meeting Schedule of Monroe County Virtual Public Meetings for your convenience:

<https://www.co.monroe.in.us/egov/apps/document/center.egov?view=item;id=10017>

“Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Monroe County, should contact the Monroe County Title VI Coordinator, Angie Purdie, (812) 349-2550, apurdie@co.monroe.in.us, as soon as possible, but no later than forty-eight (48) hours before the scheduled event. Individuals requiring special language services should, if possible, contact the Monroe County Title VI Coordinator at last seventy-two (72) hours prior to the date on which the services will be needed. The meeting is open to the public.”

1.	CALL TO ORDER		PAGE
<hr/>			
2.	ADOPTION OF AGENDA		
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3.	DEPARTMENT UPDATES		
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4.	COURT SERVICES, Lisa Abraham Request Approval of an Additional Appropriation <u>Court Interpreters, 4018-0000</u> 33052 Certified Interpreters \$3,872.61		4

The Department received a Court Interpreter Grant in the amount of \$3,872.61 for 2022. This grant is a reimbursable grant that will help offset the costs incurred with interpreter services for Court hearings.

5. **HIGHWAY DEPARTMENT, Lisa Ridge** 7
Request Approval of an Additional Appropriation
Motor Vehicle Highway (MVH)-Maintenance & Repair, 1176-0531
 30061 On-Call Construction Services \$20,000.00

The Department is requesting to add additional funds to the On-Call Construction Services line, for tree removal within the county right-of-way.

6. **HEALTH DEPARTMENT, Penny Caudill** 10
A. Request Approval of an Additional Appropriation
Futures Clinic, 8126-9622
 20011 Other Supplies \$1,700.00
 38110 Services & Charges \$ 150.00
TOTAL \$1,850.00

The Department received supplemental funds of \$1,850 which must be spent by March 30, 2022 and need to be appropriated. These funds will be to build telehealth capacity.

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- B. Request Approval of Additional Appropriations** 13
DIS Intervention, 8180-9623
 10107 Disease Intervention Specialist Program Coordinator \$ 46,137.00
 10108 Disease Intervention Specialist \$ 44,489.00
 17601 Longevity \$ 800.00
 17801 Part Time \$ 18,720.00
 18001 FT Self Insurance \$ 22,000.00
 18101 FICA \$ 8,165.00
 18201 PERF \$ 12,545.00
 20011 Office Supplies \$ 2,260.00
 30021 Phones & Pagers \$ 2,300.00
 30028 Training/Travel \$ 9,880.00
 38110 Services & Charges \$ 3,880.00
TOTAL \$171,176.00

The Department receives grant funding to support Disease Intervention Staff and the Sexually Transmitted Disease (STD) program. The grant cycle is now April – March. The Department is awaiting the final award for 2022-2023 and needs to ensure expenses are appropriated in order to pay staff. This request is as near what is expected as possible and the Department will return to make any adjustment once the final award is received.

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- C. Request Approval of a Category Transfer** 15
NACCHO Grant, 8130-0000
FROM:
 21111 Baby & Me Supplies \$960.00
TO:
 31110 Baby & Me Services \$960.00



MONROE COUNTY COUNCIL
AGENDA REQUEST
(Review form before completing)

DEPARTMENT: Courts

TODAY'S DATE: 02/21/2022

CONTACT PERSON(S): Lisa Abraham

PHONE: (812) 349-2617 EMAIL: labraham@co.monroe.in.us

PURPOSE OF REQUEST:

- | | |
|---|---|
| <input type="checkbox"/> Creation of New Fund/Account Line(s) | <input checked="" type="checkbox"/> Additional Appropriation(s) |
| <input type="checkbox"/> Transfer of Funds | <input type="checkbox"/> Amend Salary Ordinance |

Other (specify) Appropriate reimbursable grant

Please give a **THOROUGH** narrative explanation of the request (purpose of the request and action needed by Council).

Explanation:

The Monroe County Court System received a Court Interpreter Grant in the amount of \$3,872.61 for 2022. This grant is a reimbursable grant that will help offset the costs incurred with interpreter services for Court hearings. The Court is asking the Council to appropriate 4018 0000 as follows

33052 Certified Interpreters \$3,872.61

Complete only the pages below that correspond to the above selected request.



Office of Diversity, Equity & Inclusion

interpreter@courts.in.gov

Notice of Award 2022 Court Interpreter Grant

February 18, 2022

Lisa Abraham
Monroe Circuit Courts I-IX
301 N. College Avenue Room 302
Bloomington, IN 47404

Dear Lisa Abraham,

Congratulations! I am pleased to inform you that your application for FY 2022 Court Interpreter Grant (CIG) has been approved. **The approved amount is \$3872.61.**

Funds must be spent in the manner described in the application, terms and conditions, and the agreement. As a condition of the grant award, the court agrees to submit narrative, performance measures, and financial reports to the Indiana Office of Judicial Administration as directed.

Grant awards will be dispersed as reimbursement only upon submission of a Claim Voucher and corresponding invoices, at a maximum of once per month. Courts must also submit quarterly reports, which are due on **4/15/22, 7/15/22, 10/15/22, and 1/15/23**. Voucher and report forms can be found at: <https://www.in.gov/courts/admin/diversity/language-access/interpreter-grants/>.

Please direct inquiries to Manpreet Kaur at manpreet.kaur@courts.in.gov. Thank you for your leadership and continued dedication to court accessibility.

Sincerely,

Manpreet Kaur

Manpreet Kaur, Language Access Coordinator
Office of Diversity, Equity & Inclusion

Encl.



MONROE COUNTY COUNCIL
AGENDA REQUEST
(Review form before completing)

DEPARTMENT: Highway

TODAY'S DATE: 03/07/2022

CONTACT PERSON(S): Lisa Ridge

PHONE: (812) 349-2555

EMAIL: ljridge@co.monroe.in.us

PURPOSE OF REQUEST:

Creation of New Fund/Account Line(s) Additional Appropriation(s)

Transfer of Funds Amend Salary Ordinance

Other (specify)

Please give a THOROUGH narrative explanation of the request (purpose of the request and action needed by Council).

Explanation:

The department is requesting to add additional funds to the On-Call Construction Service for tree removal within the county right-of-way.

Complete only the pages below that correspond to the above selected request.

Save entire request to your file and then forward completed request to the Council Office.

Highway - Motor Vehicle Highway 1176-0531

AS OF: 03/01/2022

CASH BALANCE: \$2,188,471.10

Fund	Acct	Acct Desc	Carry Forward Approp	Original Approp	Add'l Approp	Adj Approp	Total Approp	Expenditure	Unexpend Balance	Encumbrance	Unexpend Pct
Loc : 0531											
1176	30061	On Call Construction Services	0.00	20,000.00	0.00	2,210.00	22,210.00	11,660.00	10,550.00	0.00	47.50%
			0.00	20,000.00	0.00	2,210.00	22,210.00	11,660.00	10,550.00	0.00	47.50%



MONROE COUNTY COUNCIL
AGENDA REQUEST
(Review form before completing)

DEPARTMENT: Health

TODAY'S DATE: 02/22/2022

CONTACT PERSON(S): Penny Caudill

PHONE: (912) 349-2068 EMAIL: pcaudill@co.monroe.in.us

PURPOSE OF REQUEST:

- Creation of New Fund/Account Line(s)
Additional Appropriation(s)
Transfer of Funds
Amend Salary Ordinance

Other (specify)

Please give a THOROUGH narrative explanation of the request (purpose of the request and action needed by Council).

Explanation:

The Monroe County Health Department received supplemental funds of \$1850 which must be spent by March 30, 2022, and need to be appropriated.

These funds will be to build telehealth capacity.

Complete only the pages below that correspond to the above selected request.

Save entire request to your file and then forward completed request to the Council Office.

Health 8126-9622 Futures Clinic (TITLE X)

AS OF: 03/01/2022

CASH BALANCE: (\$45,522.78)

Fund	Acct	Acct Desc	Carry Forward Approp	Original Approp	Add'l Approp	Adj Approp	Total Approp	Expenditure	Unexpend Balance	Encumbrance	Unexpend Pct
Loc : 9622											
8126	20011	Other Suppl	7,460.70	0.00	0.00	0.00	7,460.70	381.89	7,078.81	0.00	94.88%
8126	38110	Services & C	9,160.68	0.00	0.00	0.00	9,160.68	2,895.86	6,264.82	0.00	68.39%
			16,621.38	0.00	0.00	0.00	16,621.38	3,277.75	13,343.63	0.00	80.28%



MONROE COUNTY COUNCIL
AGENDA REQUEST
(Review form before completing)

DEPARTMENT: Health

TODAY'S DATE: 02/21/2022

CONTACT PERSON(S): Penny Caudill

PHONE: (812) 349-2068 EMAIL: pcaudill@co.monroe.in.us

PURPOSE OF REQUEST:

- Creation of New Fund/Account Line(s)
Additional Appropriation(s)
Transfer of Funds
Amend Salary Ordinance

Other (specify)

Please give a THOROUGH narrative explanation of the request (purpose of the request and action needed by Council).

Explanation:

The health department receives grant funding to support Disease Intervention Staff and the STD program. The grant cycle is now April - March. The department is awaiting the final award for 2022-23 and needs to ensure expenses are appropriated in order to pay staff.

This request is as near what is expected as possible and we will return to make any adjustment once the final award is received. Hopefully, the award will be processed by this meeting.

Complete only the pages below that correspond to the above selected request.

Save entire request to your file and then forward completed request to the Council Office.

**CREATION OF FUND/ACCOUNT LINE(S)
with ADDITIONAL APPROPRIATION(S) (if needed)**

DEPARTMENT: Health

TODAY'S DATE: 02/21/2022

FUND NAME: DIS Intervention- STD

FUND: 8180

LOCATION: 9623

ACCOUNT NUMBER(S)	ACCOUNT DESCRIPTION(S)	APPROPRIATION(S)
10107	Disease Intervention Specialist Program Coordinator	\$ 46,137.00
10108	Disease Intervention Specialist	\$ 44,489.00
17801	Part-Time	\$ 18,720.00
17601	Longevity	\$ 800.00
18001	FT Self Insurance	\$ 22,000.00
18101	FICA	\$ 8,165.00
18201	PERF	\$ 12,545.00
20011	Office Supplies	\$ 2,260.00
30021	Phones & Pagers	\$ 2,300.00
30028	Training/Travel	\$ 9,880.00
38110	Services & Charges	\$ 3,880.00
	GRAND TOTAL	\$ 171,176.00

Please confirm new Fund/Account Number(s) and Description(s) with the Auditor's Office prior to Council submission.



MONROE COUNTY COUNCIL
AGENDA REQUEST
(Review form before completing)

DEPARTMENT: Health

TODAY'S DATE: 03/11/2022

CONTACT PERSON(S): Penny Caudill

PHONE: (812) 349-2068 EMAIL: pcaudill@co.monroe.in.us

PURPOSE OF REQUEST:

- Creation of New Fund/Account Line(s)
Additional Appropriation(s)
Transfer of Funds
Amend Salary Ordinance

Other (specify)

Please give a THOROUGH narrative explanation of the request (purpose of the request and action needed by Council).

Explanation:

These funds are to cover the cost of Baby and Me Tobacco Free program. One of the ongoing costs is an administration fee. This transfer request will allow the department to pay this fee for two quarters. We are using these funds to provide services to clients already enrolled in the program. IDOH has discontinued the program and will be moving to something else.

These funds came from the National Association of County & City Health Officials (NACCHO) for this program.

Complete only the pages below that correspond to the above selected request.

Save entire request to your file and then forward completed request to the Council Office.

TRANSFER OF FUNDS

DEPARTMENT: Health

TODAY'S DATE: 03/11/2022

FUND NAME: NACCHO Grant

FUND: 8130

LOCATION: 0000

TRANSFER FROM:

ACCOUNT NUMBER(S)	ACCOUNT DESCRIPTIONS	AMOUNT
<u>21111</u>	<u>Baby & Me Supplies</u>	<u>\$ 960.00</u>
GRAND TOTAL		<u>\$ 960.00</u>

TRANSFER TO:

ACCOUNT NUMBER(S)	ACCOUNT DESCRIPTION(S)	AMOUNT
<u>31110</u>	<u>Baby & Me Services</u>	<u>\$ 960.00</u>
GRAND TOTAL		<u>\$ 960.00</u>

GRAND TOTALS MUST MATCH!

An In-House Transfer Form is located on the P:Drive > County Forms & Info > Auditor Forms

NEW FUNDS BUDGET REPORT UNAVAILABLE AT THIS TIME

Fund 4018 Court Interpreter Grant	CASH BALANCE: (\$489.98)
Fund 8180 DIS Intervention – STD	CASH BALANCE: (\$18,654.68)

Resolution 2022-10
MONROE COUNTY COUNCIL 2022 MEETING SCHEDULES

WHEREAS, it is necessary to establish a schedule of meetings for the Monroe County Personnel Administration Committee; and,

WHEREAS, the meeting schedule attached to Resolution 2022-07 is void.

IT IS THEREFORE RESOLVED AND ESTABLISHED the dates, times, and location are as follows:

See attached Exhibit A.

Meeting location referenced in Exhibit A will be conducted in a hybrid platform in the HR-Council Conference Room, Monroe County Courthouse – Room 306, 100 W Kirkwood Avenue, Bloomington, Indiana, 47404 and via Zoom Connection. This schedule approved in Resolution 2022-07 is void, and replaced with the Exhibit A.

FURTHER, a copy of this Resolution shall be sent to each newspaper, radio station, television station and/or media outlet in Monroe County.

Presented to the Monroe County Council; read in full and adopted on this 22nd day of March, 2022.

COUNTY COUNCIL OF MONROE COUNTY, INDIANA

“Aye”

“Nay”

Kate Wiltz, President

Kate Wiltz, President

Trent Deckard, President Pro Tempore

Trent Deckard, President Pro Tempore

Jennifer Crossley, Member

Jennifer Crossley, Member

Marty Hawk, Member

Marty Hawk, Member

Peter Iversen, Member

Peter Iversen, Member

Geoff McKim, Member

Geoff McKim, Member

Cheryl Munson, Member

Cheryl Munson, Member

ATTEST:

Catherine Smith, Monroe County, Auditor

EXHIBIT A
MONROE COUNTY COUNCIL
PERSONNEL ADMINISTRATION COMMITTEE (PAC)
UPDATED 2022 Meeting Schedule

Conducted via Hybrid in the HR-Council Conference Room and Zoom Connection

Meeting location is subject to change with at least a 48-hour notice

MEETING SCHEDULE AND AGENDA REQUEST DEADLINE INFORMATION

The First Monday of Every Month

Month	Date	Time	Agenda Request Deadline	
January	N/A			
February	N/A			
March	7	12:00 PM (Noon)	3/1/2022	12:00 PM (Noon)
April	5	12:00 PM (Noon)	3/30/2022	12:00 PM (Noon)
May*	TBD	12:00 PM (Noon)	TBD	12:00 PM (Noon)
June	7	12:00 PM (Noon)	6/1/2022	12:00 PM (Noon)
July	5	12:00 PM (Noon)	6/29/2022	12:00 PM (Noon)
August	2	12:00 PM (Noon)	7/27/2022	12:00 PM (Noon)
September	6	12:00 PM (Noon)	8/31/2022	12:00 PM (Noon)
October*	TBD	12:00 PM (Noon)	TBD	12:00 PM (Noon)
November	1	12:00 PM (Noon)	10/26/2022	12:00 PM (Noon)
December*	TBD	12:00 PM (Noon)	TBD	12:00 PM (Noon)

January 2023 **TBD**

**The First Tuesday of May, October, and December are scheduled County holidays and/or Council Meetings. Meetings will be scheduled at a later date, if needed.*