

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
January 7, 2014**

The Ad Hoc Rules Committee of the DeKalb County Board met on Tuesday, January 7, 2014 at 6 p.m. in the DeKalb County Administration Building's Conference Room East.

Chairman Paul Stoddard called the meeting to order. Members present were Mrs. DeFauw, Mr. Emerson, Ms. Fullerton, Mr. Jones, Mr. Oncken, Mr. Pietrowski and Mr. Reid. Others present were Gary Hanson, Paul Miller, Jeff Metzger and Anthony Cvek.

APPROVAL OF MINUTES

It was moved by Mr. Oncken, seconded by Mr. Emerson and moved unanimously by voice vote to approve the committee's minutes from October 1, 2013.

APPROVAL OF THE AGENDA

Mrs. Fullerton moved to approve the agenda and Mr. Jones seconded the motion. The motion was carried unanimously by voice vote.

ELECTRONIC ATTENDANCE FOR MEETINGS

Chairman Stoddard gave everyone a brief overview of a demonstration the committee members had at the Highway Department's Conference Room with the technology the County currently has to be able to electronically attend meetings.

Mr. Oncken expressed his apprehensions about trying electronic attendance again but did comment that the technological improvements that the County has now has changed his mind.

Mr. Jones asked why the demonstration was done out at the Highway Department. Chairman Stoddard explained that the committee met out there because the room currently is set up with cameras and has the capability to be able to attend electronically. He continued that the only thing other rooms are missing are cameras but devices like smart phones and laps tops could be used.

Chairman Stoddard explained a major concern from the last time the County Board had approved electronic attendance was dropped calls and audio quality, which after the demonstration it was determined both those issues have improved tremendously.

After general discussion and reviewing the Ordinance that was presented to the Committee, it was found that there were some pieces missing from the verbiage that everyone wanted to have added including: per diem, making quorum and some specifics for if a Chairman is attending a meeting electronically. There was also discussion on eliminating the sunset clause. Mr. Oncken agreed to look at some older documentation that he had regarding the previous Ordinance that involved electronic attendance and would have a revised version of the Ordinance available to vote on at the next scheduled Ad Hoc Rules Committee Meeting.

MEETING CANCELLATIONS

Mr. Cvek brought an item for consideration to the Ad Hoc Rules Committee (Ordinance A) pertaining to how standing committee meetings are cancelled. He purposed an Ordinance striking that the Committee Chairman can cancel a standing committee meeting and amending the code by stating a 2/3 majority vote of committee members can cancel a standing committee meeting instead.

He explained that he felt this change would help streamline the cancellation process. He gave extra explanation behind the reasoning for the 2/3 majority vote as well. Mr. Cvek also address Mr. Hanson's version of the Ordinance (Ordinance B) and stated he didn't disagree with the changes because it helped comply with the Open Meetings Act but he expressed he felt the additions may add unnecessary additional work for the Administrator so he suggested maybe finding a middle ground between the two presented Ordinance would be best.

The majority of the committee expressed their approval of Mr. Hanson's Ordinance and Mr. Oncken explained that he can see both sides but he did approve of Mr. Hanson's Ordinance because it still gives the Chairman a little more control than just taking it all completely away. Mr. Oncken also stated that he would like to add "or designee" after County Administrator so that the contacting processes doesn't have to rely solely on the Administrator.

Mr. Oncken moved to send forward Ordinance B to the full board in February for approval with edits and modification to insert "or designee" after County Administrator in both said locations. Mr. Jones seconded the motion.

Mr. Reid expressed his discontent with the issue as a whole but also stated that he did not like the section that states: "*If during that process a member suggests a business item to the County Administrator, a new round of contacts will be made.*" Mr. Reid said he felt that this is an unnecessary extra step and if there was going to be a 2/3 majority vote that should be it.

Mr. Reid moved to strike the sentence that states: "*If during that process a member suggests a business item to the County Administrator, a new round of contacts will be made.*" Mr. Pietrowski seconded the motion. The motion failed by voice vote.

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Chairman Stoddard called for a voice vote on Mr. Oncken's original motion. The motion carried unanimously by a voice vote to move the Ordinance to the full board for approval in February.

NEW BUSINESS

Mr. Oncken announced he had one topic he would like to have discussed at the next scheduled Ad Hoc Rules Committee meeting regarding Section 2-27. He added that there is additional wording he would like to have placed in that section to specify that a County Board Member must live and be registered to vote in district they are running in.

Mrs. Fullerton also indicated that at the next meeting she would like to look at adding a section in the rules that pertains to Vice Chairs substituting for Committee Chairman at the Executive Committee Meetings in an instance where a Chairman is absent.

ADJOURNMENT

It was moved by Mr. Oncken, seconded by Mrs. Fullerton, and it was carried unanimously to adjourn the meeting.

Respectfully submitted,

Chairman Paul Stoddard

Tasha Stogsdill, Recording Secretary

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ORDINANCE

WHEREAS, the DeKalb County Board has determined that it is necessary to amend Chapter 2, Article II, Division 2 (Rules) of the DeKalb County Code as it pertains to the Rules of the County Board, and

WHEREAS, the County Board did appoint a bi-partisan Ad Hoc Rules Committee to review current rules and to make recommendations on the amendment and improvement of those Rules, and

WHEREAS, The Ad Hoc Rules Committee did meet and has determined that members' attendance at committee meetings is essential to the effective and efficient operation of the Board and that reasonable accommodations are necessary to ensure that the public is properly represented by its elected board members, and

WHEREAS, the Ad Hoc Rules Committee has recommended that the following Section of Chapter 2, Article II, Division 2 of the DeKalb County Code be amended as follows:

Sec. 2-43 is amended by the addition of new subparagraph (d) which reads:

If a member of a committee is prevented from physically attending a committee meetings because of: (i) personal illness or disability; (i) employment purposes or the business of the public body; or (iii) 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 at least 24 hours prior to the meeting, unless advance notice is impractical, and the County Board Office or Committee Chair shall make appropriate arrangements for attendance by other means for the member. This subparagraph shall become ineffective on December 1, 2014 if not renewed by a 2/3 vote of the County Board.

This Ordinance shall be effective upon its adoption by the DeKalb County Board.

NOW, THEREFORE BY IT ORDAINED that the DeKalb County Board has reviewed the foregoing recommendation of the Ad Hoc Rules Committee and it is hereby approved if passed by a 2/3 majority vote, as required by Sec. 2-46. The County Board Office shall transmit the changes set forth herein to the Municipal Code Corporation, to be incorporated into the next supplement to the DeKalb County Code.

PASSED AT SYCAMORE, ILLINOIS THIS ____ DAY OF _____, 2014.

ATTEST:

SIGNED:

Douglas J. Johnson
DeKalb County Clerk

Jeffery L. Metzger
County Board Chairman

ORDINANCE 2014 - ____

Whereas, the Ad Hoc Rules Committee has reviewed and discussed the existing County Board Rules governing the cancellation of Standing Committee Meetings, and

Whereas, the DeKalb County Board adopts a standing committee meeting schedule at the beginning of each calendar year, and

Whereas, the intent of the Open Meetings Act (5 ILCS 120/) is to ensure “the actions of public bodies be taken openly and that their deliberations be conducted openly,” and

Whereas, Sec. 2-32(c) of the County Board Rules states that regular meetings of the County Board may be cancelled by a 2/3 majority vote of the Executive Committee, and

Whereas, it is the desire of the County Board to have consistent rules for canceling meetings while also encouraging open regular communication between all committee members to proactively schedule Standing Committee Meetings;

NOW, THEREFORE, BE IT ORDAINED that the DeKalb County Board does concur with the recommendation of the DeKalb County Ad Hoc Rules Committee to amend Sec. 2-32(d) of the County Board Rules, effective immediately upon passage, as follows:

(d) Standing committee meetings may be cancelled by ~~the committee chairman~~ a 2/3 majority vote of committee members, by not less than six calendar days notice. A vote to cancel a committee meeting may be overridden by written petition signed by a majority of the members of the committee and delivered to the board office not less than four calendar days before the meeting was scheduled to occur. Written petition may include e-mail correspondence sent to the county board coordinator and committee chairman. Committee meetings may be cancelled upon shorter notice, in the discretion of the Committee Chairman, in case of emergency, inclement weather, act of God, or other extraordinary circumstance or event.

PASSED AT SYCAMORE, ILLINOIS THIS ____ DAY OF _____ 2014 A.D.

ATTEST:

SIGNED:

Douglas J. Johnson
County Clerk

Jeffery L. Metzger, Sr.
County Board Chairman

ORDINANCE 2014-__

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PASSED AT SYCAMORE, ILLINOIS THIS _____ DAY OF _____, 2014 A.D.

ATTEST:

SIGNED:

Douglas J. Johnson
DeKalb County Clerk

Jeffery L. Metzger
County Board Chairman