



McLean County
FINANCE COMMITTEE AGENDA
Room 400, Government Center
Wednesday, January 2, 2008
7:30 a.m.

1. Roll Call
2. Approval of Minutes: December 5, 2007
November 20, 2007 (Stand-Up Meeting)
3. Departmental Matters
 - A. Robert Keller, Administrator, Health Department
 - 1) Items to be Presented for Action:
 - a) 2007 County Wellness Program Report and Request for Approval of the 2008 Wellness Program 1-42
 - 2) Items to be Presented for Information:
 - a) General Report
 - b) Other
 - B. Don Lee, Director, Nursing Home
 - 1) Items to be Presented for Action:
 - a) Request Approval of Purchase of Replacement Bus 43-46
 - 2) Items to be Presented for Information:
 - a) Monthly Reports 47-49
 - b) General Report
 - c) Other
 - C. Lee Newcom, County Recorder
 - 1) Items to be Presented for Information:
 - a) General Report 50-51
 - b) Other
 - D. Robert Kahman, Supervisor of Assessments
 - 1) Items to be Presented for Information:
 - a) Assessment Status Report 52
 - b) General Report
 - c) Other

- E. Jackie Dozier, County Auditor
- 1) Items to be Presented for Information:
 - a) Audit Review (Personnel, Tax Sale Automation Fund, ILEAS, Homeland Security Grant, IEMA Radio)
 - b) General Report
 - c) Other

53-57

- F. Becky McNeil, County Treasurer
- 1) Items to be Presented for Information:
 - a) Accept and place on file County Treasurer's Monthly Financial Reports as of December 31, 2007
 - b) Employee Benefit Fund Quarterly Report
 - c) CDAP Revolving Loan Fund Quarterly Report
 - d) General Report
 - e) Other

- G. John M. Zeunik, County Administrator
- 1) Items to be Presented for Information:
 - a) General Report
 - b) Other

4. Recommend Payment of Bills and Transfers, if any, to County Board
5. Other Business and Communication
6. Adjournment



Health Department

200 W. Front St. Room 304. Bloomington, Illinois 61701 (309) 888-5450

Memorandum

To: Honorable Members of the McLean County Board Finance Committee

From: Robert J. Keller, Director

A handwritten signature in black ink, appearing to be "RJK", is written over the name "Robert J. Keller" in the "From:" line.

Date: December 26, 2007

Re: 2007 McLean County Wellness Program Report

Please find attached the summary report for the 2007 McLean County Employee Wellness Program. This year's program was further enhanced through collaboration with the Health Alliance Medical Plan wellness pilot, *Better Health by Choice*. The expanded program combines biometric screenings, health risk appraisal, computer-based health status improvement modules, web or telephonic counseling with the County's ongoing wellness activities. During 2007, participation in the program was linked to incentives and deductible reimbursements.

As you read the report, I hope you concur with my assessment that the design and participation levels make the County a leader in employee wellness program design and implementation. I wish to personally thank department Health Promotion Program Manager Jan Morris, department Health Promotion Specialist Jackie Lanier, department Public Health Communication Specialist Bree Davis, Assistant County Administrator Terry Lindberg, Human Resources Assistant Lucretia Wherry, and Jeff Gilmore of Benefits Planning Associates for their roles in carrying out a successful program.

Thank you for your attention.

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Health Department

200 W. Front St. Room 304 Bloomington, Illinois 61701 (309) 888-5450

MEMORANDUM

TO: Honorable Members McLean County Board Finance Committee

FROM: Jan Morris, Health Promotion Program Manager *Jam*

DATE: January 2, 2008

RE: Proposed County Wellness Plan

The Health Promotion and Assessment section of the Health Department is proposing to continue the McLean County Employee Wellness Program for the eleventh year. An on-going employee wellness program will increase health awareness, increase productivity, improve the overall health of the work force, and demonstrate the County's commitment to employee wellbeing. Research shows that having a healthier workforce reduces the increase in rising healthcare costs, absenteeism and presenteeism. The recommended plan would include biometric screenings, health risk assessment (HRA), wellness fair, and numerous wellness activities addressing risks determined by the HRA. McLean County will participate for the second year in the Health Alliance (HAMP) pilot program, *Better Health by Choice*. This program will provide online HRA and online health modules for all employees as well as telephonic counseling for employees covered by HAMP and demonstrating at risk behaviors or screening results.

As stated within the text of the attached report, the recommended intervention strategies for the entire workplace population included coronary and cancer risk reduction, weight management, stress management/mental health, physical activity, and better nutrition. Several potentially serious health problems were detected in past screenings. The total cost to the County's Employee Benefit Fund in 2007 was approximately \$20,000. Left undetected, heart disease, stroke, or cancer could cost the County considerably more in treatment costs. It is our goal that the 2008 wellness program, will involve more than 600 employees in screenings, HRA, and other wellness activities.

Employee Wellness Report 2007

PRESENTED TO:

Honorable Members of McLean County Board Finance Committee

By:

Jan Morris, Health Promotion Program Manager

Executive Summary –2007 Employee Wellness Screenings

- McLean County was selected by Health Alliance Medical Plans (HAMP) to participate in a pilot employee wellness program, *Better Health By Choice*.
- In 2007: 254 persons were screened, 611 participated in online wellness assessment, 213 attended health fair, 1885 participated in other wellness activities, 447 unduplicated participation
- 10th year for screenings - Carle Clinic has been a provider since 2004
 - 254 employees screened
 - 27 (11%) persons with no high risk factors
 - 62 (24%) employees with one risk factor
 - 165 (65%) with two or more risk factor
 - 145 had Carle Primary care Physician (PCP)
 - 25 had an appointment with PCP
 - 25 had two or more risk factors
- Compared screening numbers for employees screened in last 2 years
 - Positive Changes noted in Biometrics
 - Cholesterol less than 180 increased from 12.7% to 44%
 - LDL less than 100 increased from 12.6% to 25.4%
 - Triglycerides less than 150 increased from 52.6% to 84%
 - Normal Blood pressure increased from 30.1% to 67%
- Cancer Risks noted on HRA
 - 108 of 588 (18.4 %) employees reported to be smokers
 - 3.4 % used other forms of tobacco
 - 21 (6.3%) with previous cancers
 - 35.3% categorized as obese or extremely obese
 - 38 (8.3%) have 5 or more drinks per day
- Participated in Health Alliance (HAMP) Pilot Project and linked Employee Wellness program activities to health modules in health risk assessment
 - Modules included stress management, weight management, insomnia, healthy eating, smoking cessation, depression
 - Rebates/Incentives based on participation
 - Online Health Risk Appraisal and Modules
 - Activities addressing risks noted in HRA
 - More comprehensive picture of the health of employees because more than 89.3 % of total employees participated in wellness activities
 - More employees participated in wellness activities than ever in the past

McLean County Employee Wellness Report 2007

The McLean County Employee Wellness program has provided numerous benefits for its workers since its creation in 1998. The ultimate goal of the program has been to encourage employees to adopt healthy lifestyle behaviors and improve their health and wellbeing while reducing illnesses and medical expenses. This program involving a health risk appraisal, biometric screenings, a wellness fair, and various wellness activities implemented to address the risk factors identified by the appraisal and screenings is promoted by McLean County government and organized by the Health Promotion and Assessment Section of the McLean County Health Department.

Phenomenal progress has been made in medical science to conquer major diseases in the United States, but many chronic diseases could be avoided, mitigated or delayed through wellness and prevention efforts. According to former Surgeon General David Satcher, M.D., "No matter how much glory flows from unlocking biological mysteries and performing miracle surgeries, it is old-fashioned human behavior and social forces that drive an overwhelming percentage of health risk in the country." Employers are becoming more aware of the importance of wellness and prevention, but billions of dollars are still being spent on medical services and only a small percentage on preventive care. In the last year, McLean County was given an opportunity to expand the prevention efforts of the wellness program when invited by Health Alliance (HAMP) Insurance to participate in a pilot program, *Better Health by Choice*. Being the first year as a pilot project, some aspects were not as smooth as in the past, but the program was more comprehensive and engaged the greatest participation since the effort began.

This new component incorporated into the employee wellness program included an online health risk appraisal (HRA) and online health lifestyle management modules as well as telephonic counseling for employees covered by HAMP and demonstrating at risk biometric screening results or behaviors. Non HAMP employees participated in the screenings, online health risk appraisal, and online modules. The modules available to employees addressed: relaxation, nutrition, smoking cessation, weight management, depression, and insomnia.

Participation in *Better Health by Choice*, affected the coverage and deductible reimbursement amounts received by employees insured through HAMP. Health Alliance subscribers and spouses were to complete the HRA between February 1, 2007 and February 28, 2007 and participate in biometric screenings if displaying risk factors in order to be eligible for \$500 reimbursement for single coverage and \$1,000 reimbursement for all other coverage. Failure to complete the HRA limited single coverage reimbursement to \$250 and other coverage to \$500.

In addition to the maximum medical expense reimbursement, screenings, and health counseling, participants were also eligible to receive incentives for participation in other employee wellness program activities. All persons participating in the health risk appraisal were entered into a drawing for prizes. Employees attending the health fair, consenting to telephonic counseling and participation in additional wellness activities are eligible for entry into additional drawings.

The cholesterol and glucose screenings were scheduled as in the past at the Regional Office of Education, Highway Department, Health Department, and the Law

and Justice Center in April. The participation increased by 77% from 2006. The screening fees for employees and spouses carrying Health Alliance Insurance were covered by HAMP as part of the pilot program and the costs for employees not insured by Health Alliance were paid from the Employee Benefit Fund.

The group completing the screenings was composed of 96 men and 158 women from 29 departments in the County. Five hundred eighty-eight employees (Compared to 197 in 2006) completed the online health risk appraisal through Health Media, the company responsible for the HRA. And, as in prior years the screening results of the 254 employees tested were entered into the health risk assessment and used to calculate an appraisal of the health risks for each employee. Recommended interventions were based on the prevalence of the health risks identified by the screenings and/or self reported data. Each employee received a personal online summary as well as an executive summary identifying the corporate risks for all employees. (Assessment included at end of report)

As reported in the *Better Health by Choice* Health Risk Assessment Report, 588 McLean County employees completed their health risk assessment between February 1, 2007 and July 20, 2007. **This group of 231 males and 357 females was comprised of 86% of the eligible population of 684 employees.** Health Media determines a lifestyle score based on each employee's adherence to health behavior recommendations and guidelines developed by the United States Preventive Service Task Force. Scores were evaluated by employees self reported information regarding alcohol use, stress/depression management, injury prevention, nutrition, physical activity, skin protection, tobacco use, and weight management. The participants' lifestyle scores indicated if they were at low, medium, or high risk for future health problems based on current health behaviors. **Health Alliance established an ideal goal for employers to have 70% of participants in the low risk category. Only 35.2% of McLean County employees were at low risk. This report was more comprehensive than in the past because the majority of the employees completed the health risk assessment.**

Not one of the 588 employees was compliant with all eight health behavior guidelines and recommendations. Approximately 90% were deemed at risk for 3 or more behaviors. Nutrition and stress/depression management were the areas in which employees were least compliant. The recommended intervention strategies for the entire workplace population listed in order of need included: better nutrition (96.8%), stress management/mental health (74.8%), weight management (70.9%), physical activity (52.6%), skin protection (40.5%), injury prevention (38.4%), alcohol use (19.9%), smoking (18.2%). As stated above, all McLean County employee wellness activities are designed to help employees address the risk factors identified in both the personal and executive summaries.

Uncovering elevated screening results also helped to direct employees to their physicians and likely served to prevent catastrophic illnesses. The information collected by Carle Clinic and Health Media revealed that of the 254 employees screened, **62 employees had 1 high risk factor** for cardiovascular disease and **165 employees exhibited 2 or more high risk factors.** Absent intervention, not all employees having Health Alliance Insurance visit their physician on a regular basis. **One-hundred-forty five of 254 employees screened currently have a Carle Clinic Primary Care Physician (PCP). Twenty-five employees of the 145 (17%) employees displaying 2 or more high risk factors and having a Carle PCP saw their doctor within four months of**

screenings. This serves as a measure of the early intervention effectiveness of this program. Identifying and treating risk factors for serious disease early, improves health status and positively impacts the bottom line.

The results of the 2007 biometric screenings and 588 self reported health risk assessments revealed the following information

Cholesterol

High blood cholesterol (fat-like substance) levels increase the risk for heart disease and stroke. Therefore, the higher the cholesterol level, the greater the risk for developing a cardiovascular condition. Cholesterol builds up in the walls of the arteries and narrows the blood flow to the heart without any symptoms to the individual.

Cholesterol lowering is important for all people with or without heart disease. Medical experts recommend that cholesterol levels be below 200 mg/dL and state that levels of **161 and below are ideal**. The known risk for heart disease lowers by 2% for every 1% reduction in cholesterol.

The results of the cholesterol screenings indicated that **107 (81 in 2006, 96 in 2004, 108 in 2005) of the 254 (42%) employees tested had readings above 200 mg/dL or higher, and 31 (12%) of them were at high risk with levels above 240 mg/dL**. The percentage of employees with elevated cholesterol has ranged from 42% to 54.8% in the 10 years of biometric screenings.

LDL or "bad cholesterol" is the main source of cholesterol buildup and blockage in the arteries. Levels less than 100mg/dL are considered optimal, 100-129mg/dL near optimal, 130-159mg/dL borderline and 160mg/dL and above high. Border line and high levels are associated with a higher risk for coronary heart disease. There was a reduction in the employees having high risk levels and an increase in employees having moderate and low risk levels. The number of employees having low-density lipoprotein (LDL) cholesterol levels of **130mg/dL or higher decreased from 47.9% in 2006 to 42.6% in 2007**. The number of persons with **100mg/dL or less (Ideal) increased from 12.6% in 2006 to 25.4% in 2007**.

Employees having high or very high triglyceride levels decreased from 21.6% (41) in 2006 to less than 6% (14) in 2007. Studies have found that excess triglyceride levels (fat in the blood) should be considered a risk factor for heart attack because the high levels can impair the circulation of the blood. Having high density cholesterol (HDL) levels of less than 40mg/dL is also associated with increased risk for cardiovascular disease. Employees having less than 40mg.dL demonstrated **an improvement over the prior year because the numbers with less than 40 mg/dL decreased from 41% in 2006 to 32% in 2007**. **The HDL numbers can be raised by increased physical activity.**

Glucose

Diabetes is recognized as one of the leading causes of death and disability in the United States. According to the Centers for Disease Control and Prevention, **20.8 million (7%)** of the United States population have diabetes. Of those, 14.6 million have been diagnosed, and approximately 6.2 million have not yet been diagnosed. An estimated \$132 billion was spent in 2002 on diabetes related medical costs. Indirect costs, including disability payments, time lost from work, and premature death totaled \$40 billion and the

direct medical costs for diabetes care cost \$92 billion. This represents 19% of total health care expenditures for only 7 % of the people. Complications of diabetes include heart disease and stroke, elevated blood pressure, blindness, kidney disease, nervous system disease, amputations, periodontal disease, and complications to pregnancy.

A high blood glucose level is a possible indicator for diabetes. The American Diabetes Association lowered the criteria for the diagnosis of diabetes since the County biometric screenings began in 1998. Normal fasting glucose is considered to be 70-99mg/dL, pre-diabetes blood glucose level is 100 to 125mg/dL, and elevated fasting glucose level is greater than 125mg/dL. People with pre-diabetes, a state between normal and diabetes, are also at risk for developing diabetes, heart attacks, and strokes. The number of **county employees screened and found to have elevated fasting blood glucose levels increased from 15% in 2006 to 19% in 2007, but a decrease from 20.7% in 2005.** In the past 10 years, the number of employees with elevated fasting blood glucose ranged from 3.2 % to 20.7%. The extreme differences could result from the method of drawing blood and the revised guidelines.

Hypertension

According to the American Heart Association nearly one in three adults in the United States has elevated blood pressure and 30% of them are not aware of the condition because the disease has no symptoms or warning signs. Left untreated, elevated blood pressure can quietly lead to stroke, heart disease and kidney failure. Hypertension is the most common reason adults seek medical attention and take prescription drugs.

Even if ones blood pressure isn't in the hypertensive range, a person may be at risk. The danger zone starts at lower pressures than experts once believed. Blood pressure levels were previously classified as optimal, normal, high-normal, and hypertension. But with the publication of the Seventh Report of the Joint National Committee on Prevention, Detection, Evaluation, and Treatment of High Blood Pressure, more commonly known as JNC7, a new system of classifying blood pressure was adopted in 2003. The new classification system has 3 categories identified as normal, pre-hypertension and hypertension.

Blood pressure is considered abnormal if it is a consistently elevated pressure of 139 systolic or higher and/or 89 diastolic or higher. Pre-hypertension is diagnosed if systolic pressure is less than 140 and greater than 129 and/or diastolic is less than 90 and greater than 84). Much can be done to control elevated blood pressure through diet, exercise, and the use of medications. Lowering blood pressures will greatly reduce the risk for cardiovascular disease and strokes, and will reduce medical costs as well. The blood pressure of employees had **greatly improved from past years.** It is unknown if persons screened were taking medications, but the key is to control the blood pressure. The screenings indicated **39 (15%) employees with elevated blood pressure, 32 (13%) people that were moderate/pre-hypertensive and 169 (67%) individuals in the normal range.** The elevated blood pressure of the employees screened decreased from **29.5% in 2005 to 18.4% in 2006 and 15% in 2007.**

Weight Management/Body Composition

The prevalence of overweight and obesity has increased dramatically in the last 25 years and is seen by the Centers for Disease Control (CDC) and other medical experts

as one of the top medical concerns for the country. The 2004 Illinois Behavior Risk Factor Survey indicates that 55.7% of adults in McLean County and 60.7% of adults in the state were overweight or obese. Obesity is calculating Body Mass Index (BMI). Employees were asked to report height and weight so BMI could be calculated from these two measurements. Then BMI was used to classify participants into 5 categories: healthy, underweight, overweight, obese, and extremely obese. Only 9.5% of the participants self reported themselves as obese, but **35.3% were categorized as obese or extremely obese when their BMI was calculated and an additional 36.1% were categorized as overweight.** The rate of employees screened for being above weight remained constant in 2007. The corporate health risk appraisal revealed that **417 (71.4%) of the participants were above their recommended weight range compared to 85% in 2004. However, 569 (96.8%) completing the Health Risk Assessment needed to make nutritional changes and 309 (52.6%) reported a need to improve physical activity levels.**

Risks for Cancer

The executive summary also disclosed that **employees completing the wellness profile demonstrated risks for cancer.** The American Cancer Society and the National Cancer Institute both have stated that many premature deaths from cancer can be prevented with lifestyle changes and regular screenings. Modifiable factors that put McLean County employees at risk included: 97% reporting need to improve nutrition, 71% carrying excess weight or a body mass index (BMI) greater than 25, 20% drinking more alcohol than recommended, 18.4 % were smokers and 3.4% of those completing the profile used other forms of tobacco.

Prostate Cancer

Prostate cancer is the most common non-skin cancer found in men. The Prostate Specific Antigen (PSA) test was offered to men over 50 and younger men who might be at risk for prostate cancer. This test, requested by male employees, has been provided the last seven years. Because the blood draw is only one component of the screening, all men were encouraged to schedule an appointment with their physician and receive a digital exam as well. Fortunately, all **fifty-five men screened this year tested in the normal range (< 4.00ng/ml)** and no one was referred to their personal physician for further testing. At least one to 3 men were referred for further testing in the last five years.

Breast Cancer

According to the American Cancer Society, breast cancer is the most frequently diagnosed non-skin cancer in women and the second leading cause of cancer deaths behind lung cancer. An estimated 178,480 new cases of invasive breast cancer were expected to be diagnosed in 2007 resulting in 40,460 deaths. Because there is no known method for breast cancer prevention, early detection is the best protection against the disease. The survival rate is approximately 97% when found in beginning stages. Mammography can detect breast cancer as early as 3 years before a lump is large enough to be detected by breast self exams or clinical examinations. All female employees age 40 and over were encouraged to schedule a yearly mammogram, whether on site or at another location. This was the eighth year of ten years that a mobile mammography van was made available to employees for screening mammograms. To be eligible for a

screening mammogram, a woman must be 40 years of age and not have had prior breast health issues. **Forty women were screened and four needed additional imaging and were referred to their personal physicians.** Nine women were recalled for additional views in 2004 and 2005, seven in 2002 and six in 2001 and 2000. Digital mammography equipment replaced analog equipment on the mobile mammography van in 2006, and fewer women have needed additional radiographs. The digital equipment being much more accurate than analog equipment in diagnosis eliminated the need for numerous retakes.

Tobacco Use

Tobacco, the most common preventable cause of disease and death in the United States is directly related to cardiovascular disease and cancer. The U.S. Surgeon General's Report, *The Health Consequences of Smoking*, released in May 2004 revealed for the first time that smoking causes diseases in nearly every organ of the body. "We've known for decades that smoking is bad for your health, but this report shows that it's even worse than we knew," Dr. Richard H. Carmona said. "The toxins from cigarette smoke go everywhere the blood flows." According to the report smoking kills an estimated 440,000 Americans each year. On the average, women who smoke cut their lives short by 14.5 years and male smokers lose 13.2 years.

Much progress has been made in reducing the use of tobacco in McLean County. Data from the 2004 Behavioral Risk Factor Survey (BRFS) of McLean County indicated that 20.1 % of the adult population in the county used tobacco products compared to 25% in the 1997 Behavioral Risk Factor Survey. The 2007 health risk assessments revealed that **108 (18.4%) employees reported to be smokers.** This number is below the national average of 25% but still above the Healthy People 2010 Objective of 12%. **Twenty (3.4%) employees also reported using other forms of tobacco.**

Summary of Wellness Activities to Address Health Risks Identified in Screenings

Four hundred forty-four County employees from 33 departments/sections (excluding persons completing the health risk Assessment) participated in the Employee Wellness Program in 2007. Two hundred fifty four employees participated in biometric screenings, 213 attended the wellness fair, with total unduplicated participation from all activities at 1,885 compared to 1,362 in 2006.

According to the Wellness Councils of America, small adjustments in lifestyle can make dramatic improvements in people's health. These can be simple things like taking the stairs instead of the elevator or limiting the amount of soft drinks consumed in a day. The many activities and programs provided for employees were developed to encourage employees to make healthy lifestyle changes and thus address the health risks identified by the screenings and the corporate summary report. Most programs included nutrition and physical activity, both interventions needed to reduce the cardiovascular and cancer risks identified in the screenings. A brief description of each wellness activity for the past year is listed below:

The ninth annual *Employee Wellness Fair* held on **May 25, 2007** was attended by **213 employees from 26 departments.** The largest representation for the fair was from the Circuit Clerk's office and the Health Department. The fair is an excellent way

for employees to learn about a variety of health topics and interact with health professionals. Agencies represented at the fair included: American Heart Association, American Red Cross, Arthritis Foundation, Benefit Planning Associates, Bloomington Parks and Recreation, Bloomington Public Library, Bloomington Police Department, BroMenn Community Wellness Services and Women's Center, Bodies in Balance, Chestnut Global Partners –EAP, Community Cancer Center, Eastland Chiropractic and Wellness Center, Four Seasons Association, Gailey Eye Clinic, Healing Arts Network, Health Alliance Medical Plans, Healthy Connections School of Massage, Illinois Wesleyan University students, McLean County Gardeners Association, McLean County Health Department (MCHD) Health Promotions, McLean County Affiliate Susan G. Komen Breast Cancer Foundation, Midwest Center for Sleep Medicine, OSF St. Joseph Center for Healthy Lifestyles, and YWCA. Ninety-four women participated in the heel screenings to help detect risks for osteoporosis and 41 employees received tetanus boosters from the health department nurses on the day of the fair.

Ninety-three percent of the participants completed evaluations of their experience at the fair and received a "summer safety kit." Many stated that as a result of the fair they planned to make changes to their health behavior including increased exercise, improved eating habits, lowering cholesterol and improving their health overall. The majority were very pleased with the fair would recommend the fair to their coworkers.

One hundred eighty-nine employees participated in the *Wellness Team Challenge*. The employees competing in 36 teams, earned points for daily physical activity, consumption of fruits and vegetables, meditation, reading about health topics, and participation in other health and wellness activities. Teammates served as encouragement and motivation to other members and all were rewarded with prizes as they progressed toward their personal/team goals. Participants received educational information about healthy eating, stress management, and physical activity and were invited to a wellness celebration at the end of the program. Participants logged 909,466 points during the eight week program.

Passport to Your Health, a 6 week program allowed 121 employees to take a whirlwind journey around the world inspiring them to eat healthy foods and incorporate physical activity into their daily routine. Each week participants visited different sections of the world featured in the passport. To complete each visit and move to the next country, employees participated in physical activity, met their nutritional goal, answered a trivia question about that country and recorded in their passport. Only 29% of the sixty-six participants completing an evaluation reported being physically active 5 or more days per week when the program began compared to 65% at the finale. Not only did employees make positive changes in nutrition and daily physical, but they received prizes for their efforts.

Colorful Choices, held in September during Fruit and Vegetable Month, encouraged employees to add more color in their food consumption. The messages of the program stressed the importance of eating fruits and vegetable of all colors because each color contains different nutrients needed in the daily diet. This 20-day nutritional program provided suggestions to the 66 participants for how to incorporate more fruits

and vegetables into their diet and provided recipes for preparing the foods. Participants reported eating 4,000 servings of fruits and vegetables during those three weeks.

Walktober, a 31-day program encouraged employees to track steps or minutes dedicated to walking each day. The seventy-six participants selected a beginning activity level and then chose a goal to be reached by the end of the walking program. *Walktober* materials were designed for individuals who were inactive to those already engaged in regular physical activity. Daily e-mails containing health, nutrition, and walking tips were sent to help motivate the participants. Free pedometers were made available to all participants in need of one. The majority of participants noted increased daily activity levels.

Weight Management

Two programs were scheduled in the past year to address weight loss and maintenance. **Twenty-five employees participated in a ten week *Healthy Weight-Healthy You* program facilitated by Kim McClintic, RDA and Erin Kennedy, exercise specialist from OSF Center for Healthy Lifestyle.** Topics covered in the class included; increasing metabolism, adding more activity, emotional eating, weighty issues, smart shopping, therabands, and eating out. The majority succeeded in losing at least 5 pounds.

At employees' request, the *Weight Watchers at Work* class was reinstated in the summer of 2007. A number of the employees wanted help to continue the weight loss begun in *Healthy Weight, Healthy You*. Twenty five participants have shed more than 400 pounds in 6 months and a number of persons are near or have reached their weight loss goal. The greatest loser lost more than 40 pounds and others lost 20 to 25 pounds because of their persistence and the support received from coworkers and family members. One employee submitted this anecdote,

"This past year, I participated in the employee health screenings. As a result, my doctor called me to discuss my cholesterol tests and the potential need for medication. (My cholesterol was so high--the test results were printed in red ink on the report...). After meeting with my doctor, I needed to make some changes and find some tools to help. After joining the Weight Watcher meetings at work, my total cholesterol has already dropped 50 points and I have lost 10 pounds of the weight I put on over the past last few years. My doctor has backed-off from wanting me on cholesterol-lowering medication and is encouraged by my progress. I am only part of the way through the Weight Watcher program and my health continues to improve. Thank you for the health screenings and the programs to follow up on them".

The **Pilates class** implemented in the fall of 2005 continues to be requested by employees. Pilates is a form of isometric exercise and physical movement designed to stretch, strengthen, tone and balance the body, while eliminating tension and strain on the joints. It is an exercise designed to improve posture and coordination, increase flexibility, develop optimal core control, create flat abdominals and a strong back, as well as provide a refreshing mind-body workout. **Approximately fourteen women have participated in the class taught twice a week at the Government Center by an instructor from Bodies and Balance.**

Workplace Yoga was a new class available to employees in October 2007. This stress-relieving yoga practice was done while sitting in a chair. Participants learned to relax their body and mind through yoga poses, breathing awareness, and relaxation techniques. Additional benefits for the activity included increased flexibility and breathing, as well as better posture. Thirteen women participated in the weekly class offered over the lunch hour.

A new vending company, Joe Abraham and Sons Vending, began providing food for all County vending machines in November 2006. The company offered a complete line of low carbohydrate and low fat food choices and agreed to make at least 25% of the food selections in each machine to be healthier options. Staff members from Health Department Health Promotion and Assessment section helped select healthier choices to be included in the vending machines, but if the food did not sell those selections were removed and others are placed in the machines.

Activities Addressing Cancer Risks

Research shows that physical activity and a diet rich in fruits, vegetables, and grains help to lower the risks for many types of cancer. In addition to the aforementioned programs, several programs specifically addressed cancer awareness and/or cancer risks. A breast cancer awareness campaign available for employees in October included breast health information through electronic emails, trivia questions and, the opportunity to participate in the *Paint the County Pink Campaign*. Employees could donate \$5 to the Susan G. Komen Breast Cancer Foundation in exchange for wearing jeans to work on the second Friday in October. One hundred fifty three employees participated in the event and donated \$1160 to the McLean County Affiliate. Seventy five per cent of the money will help to pay for education and mammograms for McLean County women that can not afford the services and the remainder of the money is sent the National Komen Foundation for breast cancer research.

Tobacco cessation material was made available to employees wishing to quit smoking throughout the year, but an emphasis for quitting was held in November during the American Cancer Society's Great American Smoke-out. Employees were told about all the options for assistance. *Breathe*, one of Health Media modules, is available to any employee and will create a personalized plan to quit. Health Alliance Insurance also has a cessation program for its members.

McLean County Health Department Health Promotion staff has free nicotine patches available for employees wanting to quit smoking and willing to be counseled by staff at the Illinois Tobacco Quitline. The employee can call the Quitline (1-866-quit-yes) and request help with quitting. The certified counselor will then email or call a health promotion staff member to specify what strength patch the person needs and then a one-week supply can be given to the employee. The employee must call the quitline each week for counseling before another supply of patches can be given. Four weeks of patches are supplied by the Health Department program at no cost and the remaining 4 weeks were paid through the benefit fund.

Other Wellness Programs in 2007

Numerous lunch and learn sessions were scheduled throughout the year touching on a variety of health topics including **Heart Truth for Women, Osteoporosis, Calcium, Finding Time to Exercise, Emotional Eating, Organizational Styles, Coping with Job Stress, Stress Management and Heartmath techniques, Understanding Your Credit Score, Insomnia, and Energize and Revitalize.** The average attendance for the lunch and learn sessions was 17 people. The program addressing Organizational Styles drew the greatest attendance of 26 employees.

Random Acts of Kindness Week was held in February and gave all employees an opportunity to engage in a Random Act of Kindness. During the designated week, the recipient(s) received a flower with a quotation about kindness or a note from the sender. It was the hope of the employee wellness program that both the giver and the recipient benefited by the random act. Three hundred employees participated in the popular activity.

This was the fifth year a County employee received the Wellness Employee of the Year Award. The honor is bestowed on an employee who was working toward or had succeeded in improving his/her health or that of their peers in the past year. A certificate was given to the four persons nominated for the award and a framed award from Successories was presented to the winner at the Wellness Open House.

The Wellness Open House was held in December to reward employees for participating in the Employee Wellness program during 2007. Employees were treated to hand massages, healthy snacks, smoothies, and educational displays. All employees attending received a wellness gift and were eligible for drawings for prizes administered by Benefits Planning Associates and announced at the celebration.

Monthly health articles in *County Comments* Newsletter and periodic health news posted on County electronic mail are other avenues used to deliver pertinent health topics and information regarding National Health Observances to County employees.

The Intranet site, I-Wellness, developed in 2005 continues to be expanded. Employees can go to this site to contact wellness program staff, learn of the latest activities sponsored by wellness program, find links to health sources, and a variety of health related articles addressing nutrition, physical activity, smoking cessation, stress management, women's health and men's health.

Summary

Reviews of county medical and pharmacological insurance claims over the past several years clearly show that heart disease, diabetes, cancer, stress related illnesses make up the greatest share of payouts. Risk factors such as poor nutrition, smoking, and lack of physical activity are major contributors in the development and progression of chronic diseases. An employer's attention to health promotion and early detection efforts plays a significant role in controlling health care expenditures. According to Larry Chapman, Chairman and Founder of the Summex Corporation, health promotion programs are very beneficial in the workplace and business cannot afford not to invest in employee wellness. We strongly encourage all employees to participate in the employee wellness program. This program is one benefit which can improve health, increase

productivity and yield a significant return on investment for the employer and the employee. The proposed wellness program for 2008 is listed below.

Proposed Events and Activities for 2008

McLean County will continue to participate in a Health Alliance (HAMP) pilot program, *Better Health by Choice*. The program including online health risk appraisal (HRA), health modules, and telephonic counseling for employees covered by HAMP and demonstrating at risk biometric screening results or behaviors. Non HAMP employees will participate in screenings, online health risk appraisal, and online modules.

Participation in *Better Health by Choice*, will to a greater extent this year affect the coverage and deductible reimbursement amounts received by employees insured through HAMP. As was the case in 2007, Health Alliance subscribers and spouses will be required to complete the HRA between February 1, 2008 and February 28, 2008. They also must participate in at least one follow-up online module and must participate in biometric screenings if selected. If all three components are completed, employees are assured that after the initial \$500 deductible is satisfied the County will provide reimbursement on the second \$500 for individual and up to \$1,000 for family deductible expenses.

Employees completing the recommended telephonic or online counseling or those who have completed the aforementioned requirements and do not require counseling will receive an additional \$500 deductible expenses reimbursement for singles and \$1,000 for families from the County. If telephonic or online counseling is not recommended, the County will treat the additional \$500 in additional deductible expenses as a wellness bonus.

In addition to the maximum deductible medical expense reimbursement, screenings, and health counseling, participants are eligible to receive incentives for participation in other employee wellness program activities. All persons participating in requirements listed above will be entered into drawings for prizes at the end of the year.

The cholesterol and glucose screenings will be scheduled at the Regional Office of Education, Highway Department, Health Department, and the Law and Justice Center in January. The costs of the screenings for employees and spouses carrying Health Alliance Insurance will be paid by Health Alliance insurance because they are considered wellness care and the fees for those employees not insured by Health Alliance will be paid from the Employee Benefit Fund.

The scheduled date for the annual employee wellness fair is Wednesday, May 28, 2008. The osteoporosis screening will be held on the day of the fair and the mammogram van will be available in July.

Cardiovascular Screenings

- Screenings conducted on selected employees in January
- Locations: Health Department, Law and Justice Center, Highway Department, Government Center, and Regional Office of Education
- Includes Cholesterol, Glucose, and Blood Pressure, Height, Weight, Body Composition
- Online and telephonic counseling

- A corporate report compiled from data received in wellness profiles
- Tracking patients with high risk screening scores to determine how many schedule appointments with physician
- Complete Health Risk Appraisal February 1 through February 28

Osteoporosis

- Screenings to be conducted by BroMenn Women's Center on May 28th in conjunction with the Wellness Fair

Tetanus Vaccine

- Administered by Health Department staff on day of health fair

Cancer Screenings

- Mammography Van from Methodist Medical Center in Peoria
- PSA (Prostate-Specific Antigen) blood test for men 50 and over or for those 40 and over and at risk for prostate cancer

Wellness Fair

- Wednesday, May 28, 2008 from 8:30 until 2:30
- Variety of vendors focusing on all aspects of health and prevention

Activities Linked to Wellness Modules

- Promote Healthy Choice Modules: New years resolution message
- Promotion of Heart Month and Wear Red Day
- Random Acts of Kindness Week
- McLean County Team Challenge
- Weight Management Programs
- Promotion of National Nutrition Month
- Promotion of Men's Health Week
- Promotion of Summer Safety
- Work-Life balance Series
- Promote Fruit and Vegetable Month
- Fall Walking program
- Breast Cancer Awareness Month activities during October
- Promote American Diabetes Month/Diabetes Prevention in November
- Promote Smoking cessation in January, May, November
- Promotion of Illinois Tobacco Quitline and free nicotine patches
- Holiday Stress Management
- Lunch and Learns
- Observation of National Health Observances
- Select McLean County Wellness Employee of the year
- Wellness Celebration with mini health fair
- County Comment articles pertaining to pertinent health topics
- Health Beat Articles on County-E-mail
- Intranet site: I Wellness

2007 Employee Wellness Budget in First Pilot Year

	Proposed	Ben Fund	HAMP	Actual
Carle Clinic				
Screenings \$36 x 100 persons = (36 x 254)	\$3,600	\$2186	6958.	\$9144
Health Risk Appraisal For Non Health Alliance (10.20 X 250) 10.20 x 125	\$2,550	00	00	00
PSA 26 x 100 men = (26 x 55)	\$ 2600	\$338.00	1092	1430
Methodist Hospital				
Mammograms in mammogram van Women 40 and over \$258.00 x 35 women = (\$258. x 40)	\$ 9,030	\$2838	\$7482	\$10,320
BroMenn Medical Center				
Osteoporosis screening (heel) \$5 x 75 women (\$5 x 94)	\$375	\$470	00 470	
Total for screenings	\$18,155	\$5832	\$15,532	\$ 21,364
Amount paid by Benefit Fund for screenings			\$ 5832.00	
Amount paid Health Alliance Medical Plans (HAMP) for screenings			\$15,532.00	
Other Expenses paid by Benefit Fund				
National Wellness Conference	\$ 600			\$600.00
Membership to WELCOA	300			\$165.00
Wellness activities, incentives, items Resources for lending library	\$5,500			\$7945.66
Scholarships for Weight Management program (25x \$20)	500			\$500.00
Tobacco Replacement Patches	250			49.94
Wellness programs/Health Fair printing/paper	300			264.45
Marketing	\$4,000			4,000
Total amount requested (bal \$10,247.95)	\$29,605			\$19,357.05

2007 Screenings by Department

2007 Screenings by Department

Administration	2
Adult Literacy	1
Adult Probation	0
Assessor's Office	5
Auditor's Office	3
Building and Zoning	5
CASA	3
Circuit Clerk/Court	30
County Board	1
County Clerk	10
Court Services	13
Election Commission	0
Facilities Management	2
Health Department	55
Highway Department	25
Information Services	9
Jail	1
Judicial	3
Juvenile Detention Center	8
Met Com	2
Nursing Home	15
Parks and Recreation	2
Public Defender	8
Recorder	4
Regional Office of Education	5
Regional Planning	3
Risk Management	0
Sheriff	15
States Attorney's Office	14
Treasurer's Office	4
Veteran's Assistance	1

**Ten Year Employee Screening Results
1998 – 2007**

**Ten Year Employee Screening Results
1998-2007**

Gender	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Male	20	32	43	54	59	77	91	88	77	96
Female	75	61	74	89	101	127	140	139	120	158
Average Age						45	44	45	46	
Total Screened	95	93	117	143	160	204	231	227	197	254

Tobacco Use	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Male	--	--	9 of 42 (21%)	12 of 54 (22%)						
Females	--	--	8 of 68 (11%)	9 of 89 (10%)						
Total			17 of 110 (15%)	21 of 143 (15%)	22 of 152 (14%)	37 of 204 (19%)	44 of 231 (19%)	43 of 227 (19%)	34 of 187 (17%)	108 of 588 (18.4%)

Total Cholesterol	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
High Risk (>240 mg/dL)	13 (13.6%)	20 (21.5%)	10 (9%)	15 (10.4%)	29 (18%)	22 (11%)	30 (13%)	23 (10.1%)	17 (9%)	31 (12%)
Moderate Risk (200-239 mg/dL)	35 (36.8%)	31 (33.3%)	38 (34.5%)	55 (38.4%)	51 (32%)	67 (32%)	66 (29%)	85 (37.4%)	64 (33.9%)	76 (30%)
Desirable (less than 200 mg/dL)	47 (49.4%)	42 (45%)	62 (56.4%)	73 (51%)	80 (50%)	120 (57%)	130 (58%)	82 (36.1%)	84 (44.4%)	35 (14%)
Optimal (Less than 180)								37 (16.3%)	24 (12.7%)	110 (44%)
Number Screened	95	93	117	143	160	209	231	227	189	252

High Density Lipid (HDL)	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Too Low (< 40 mg/dL)	14 (14.7%)	5 (5%)	11 (10%)	3 (2%)	21 (13%)	42 (20%)	76 (33%)	59 (26.1%)	78 (41.1%)	81 (32%)
Moderate Risk								44 (19.5%)	27 (14.2%)	
Normal (40-59 mg/dL)	81 (85.3%)	88 (95%)	98 (90%)	140 (98%)	139 (87%)	165 (79%)	154 (67%)	123 (54.4%)	85 (44.7%)	124 (49%)
Optimal (greater than 69mg/dL)										47 (19%)

Low Density Lipid (LDL)	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Very High Risk Greater than 190 mg/dL)										5 (2%) **
High Risk (160 – 189 mg/dL)	--				5 (5%)	2 (1%)	36 (15.9%)	31 (13.7%)	25 (13.2%)	29 (11.6%)
Moderate Risk (130 – 159 mg/dL)	--	11 (12.5%)	31 (29%)	35 (24%)	19 (12%)	13 (6%)	67 (29.6%)	63 (27.8%)	66 (34.7%)	73 (29%)
Desirable (100-129 mg/dL)	--	17 (19%)			41 (26%)	43 (21%)	76 (33.6%)	87 (38.3%)	75 (39.5%)	78 (31%)
Optimal (100 or less)	--	58 (66%)	77 (71%)	105 (73%)	95 (59%)	149 (71%)	47 (20.8%)	46 (20.3%)	24 (12.6%)	63 (25.4%)

** Data that did not read due to high Triglycerides

4 (1.5%)

Triglycerides	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Very High Risk (> 500 mg/dL)	--	1 (1%)	0	1 (.6%)	2 (1%)	2 (1%)	28 (12.5%)	29 (12.8%)	16 (8.4%)	1 (.003%)
High Risk (200-499 mg/dL)	--	6 (6.5%)	4 (3.6%)	2 (1%)	24 (15%)	41 (20%)	33 (14.7%)	34 (15%)	25 (13.2%)	13 (5%)
Moderate (150-199 mg/dL)	--	15 (16.4%)	22 (19.8%)	20 (14%)	40 (25%)	46 (22%)	52 (23.2%)	50 (22.1%)	49 (25.8%)	26 (10%)
Normal Level (< 150mg/dL)	--	69 (76%)	85 (76.5%)	120 (84%)	94 (59%)	120 (57%)	111 (49.6%)	113 (50%)	100 (52.6%)	212 (84%)

Blood Glucose	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Elevated (Fasting) (>110 mg/dL)	3 (3.2%)	8 (8.6%)	9 (7.8%)	7 (5%)	18 (11%)	37 (18%)	19 (8%)	47 (20.7%)	30 (15.2%)	47 (19%)
Normal Blood Glucose (65-110 mg/dL)	92 (96.8%)	84 (90.4%)	105 (91.3%)	135 (95%)	142 (89%)	135 (65%)	211 (92%)	180 (79.3%)	167 (84.8%)	203 (80%)
Below Normal	0	1 (1%)	1 (.8%)	0	0	0	0	0	0	2 (1%)
Elevated (Non Fasting) (> 140 mg/dL)						3 (1%)				
Normal Non Fasting Blood Glucose						34 (16%)				

Mammograms	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Number of women	0	4	24	36	31	0	36	46	34	40
Recalled for additional films	0	0	6	6	7	0	9	9	3	4

(PSA)Prostate Specific Antigen Screening	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Above Normal Range (< 4.00ng/ml)			0	0	1	2	1	3	2	0
Below Normal Range			29	37	41	44	62	49	44	55

Blood Pressure	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Normal Range (< 130/85) (<120/80) 2004*	82	64			69 (50%)	133 (63.6%)	73 (33.6%)	51 (22.8%)	59 (30.1%)	169 (67%)
Moderate/Prehypertension (130-139) (85-89) (120/80 -139/89) 2004*					32 (23%)	34 (16.3%)	99 (44.2%)	107 (47.8%)	101 (51.5%)	32 (13%)
High Blood pressure (140/90+)	15	23			38 (27%)	29 (13.9%)	52 (23.2%)	66 (29.5%)	36 (18.4%)	39 (15%)
No blood pressure taken						13 (6.2%)				12 (4%)
High systolic blood pressure (90-139)			9 males 16 females	12 males 8 females						
Normal systolic range			33 males 52 females	42 males 81 females						
High diastolic range (60-89)			10 males 10 females	14 males 5 females						
Normal diastolic range			32 males 58 females	40 males 84 females						

* Ideal blood pressure is 115/75 or below (2004)

Percent Fat, Men	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Below Average Range < 18.5	-	-	5 (12%)	8 (14.8%)	0	0	0	0	0	1 (1%)
Average Range BMI <=23 Ideal (2005) 18.5 to 24.9 Normal (2007)	-	-	29 (70%)	15 (27.7%)	7 (12%)	12 (15.8%)	9 (14.1%)	10 (11.4%)	7 (9.1%)	18 (18.9%)
Above Average Range BMI <=25 Desired (2005)	-	-	7 (17%)	31 (57%)	8 (14%)	11 14.5%)	7 (10.9%)	16 (18.2%)	10 (13%)	
Overweight BMI 25 to 29.9 (2005)	-	-	-	-	14 (24.5%)	17 22.4%)	24 (37.5%)	42 (47.7%)	39 (50.6%)	43 (45.2%)
Obese 30 and higher(2005)	-	-	-	-	25 (43.8%)	36 (47.4%)	24 (37.5%)	20 (22.7%)	21 (27.3%)	22 (23.1%)
Severely Obese 35 + (2007)										8 (8.4%)
No measurements taken										3 (3%)
Total Screened	-	-	41	54	57	76	64	88	77	95

Percent Fat, Women	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Below Average	-	-	2 (3%)	6 (6.7%)	2 (2%)	3 (2.5%)	2 (2.2%)	0	0	1 (.006%)
Average Range BMI <23 Ideal (2005) 18.5 to 24.9 Normal (2007)	-	-	24 (36%)	14 (15.7%)	17 (17.5%)	14 (11.8%)	16 (18%)	30 (21.6%)	26 (21.7%)	45 (28.6%)
Above Average Range BMI <25 Desired (2005)	-	-	40 (60.6%)	69 (77.5%)	5 (5%)	8 (6.7%)	3 (3.4%)	13 (9.4%)	17 (14.2%)	
Overweight BMI 25 to 29.9 (2005)	-	-	-	-	11 (11%)	15 (12.6%)	16 (18%)	50 (36%)	34 (28.3%)	46 (29.2%)
Obese BMI 30+ (2005)	-	-	-	-	51 (52.5%)	79 (66.4%)	52 (58.4%)	46 (33.1%)	43 (35.8%)	31 (19.7%)
Severely Obese BMI 35+ (2007)										18 (11.4%)
No measurements taken										16 (10%)
Total	-	-	66	89	97	119	89	139	120	157

Yearly Results	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Results for Number Screened	95	93	117	143	160	209	233	227	202	254
Attended Health Fair	144	142	158	175	203	181	192	231	231	213
Participated in Additional Wellness Activities/Programs	61	91	199	244	250	428	548	618 Total all program 1076	928 Total all programs 1361	1416 Total all programs 1885
Total Employee Participation	150	222	244	306	343	386	400	418	377	447

Summary of All Wellness Programs in 2007

McLean County Employee Wellness Program 2007 Summary

A total of 447 County employees participated in the Employee Wellness Program in 2007 (does not include total employees that completed the Health Risk Appraisal). Seventy more employees participated this year than 2006. Total participation from all activities was 1,885- compared to 1,362 in 2006. See table 1 for a breakdown of employee participation. The average number of activities an employee participated in was 3. Many of the activities were based on increasing physical activity and improving nutrition. These are the two areas in which we found needed the most improvement among employees based on the health screenings.

Table 1. - Summary of Employee Wellness Participation - 2007

Wellness Activity	Number of Participants
Health Screenings - Total	254
Bloodwork	254
PSA	63
Tetnus	41
Bone Density	94
Mammogram	41
Wellness Fair	213
Random Acts of Kindness	300
Wellness Team Challenge	189
Go Red	122
Blood Pressure Checks	44
Healthy Weight – Healthy You	25
Pilates	14
Weight Watchers	25
Passport to Health	121
Colorful Choices	66
Walktober	76
Yoga	13
Lunch & Learn – Heart Truth for Women	21
Lunch & Learn – Osteoporosis	20
Lunch & Learn – Calcium	16
Lunch & Learn – Finding time to Exercise	13
Lunch & Learn – Emotional Eating	15
Lunch & Learn – Organizational Styles	26
Lunch & Learn – Coping with Job Stress	13
Lunch & Learn – Stress Management/Heartmath	19
Lunch & Learn – Understanding Credit Score	13
Lunch & Learn – Eating From Rainbow	16
Lunch & Learn – Insomnia	12
Total Participants All Programs	1885
Average number of activities for each employee	3
Unduplicated Number of Participants	447
Total Employees that completed HRA	604

Thirty-three departments/sections were represented. See table 2. for a breakdown of department participation.

Table 2. – Participation by County Departments

Department	# Participants	Department	# Participants
Administration	6	IS	11
Adult Court Services	8	Jail	1
Adult Literacy	1	JDC	10
Assessors	8	Metcom	9
Auditor	5	Nursing Home	31
Bldg & Zoning	6	Public Defender	17
CASA	8	Recorder	4
Circuit Clerk	46	Regional Planning	4
Circuit Court	14	Risk Mgt	1
Coroner	1	ROE	7
County Board	1	Sheriff	26
County Clerk	11	States Attorney	35
Court Services	34	Treasurer	6
EMA	2	Veterans Assistance	1
EDP	1	Parks recreation	2
Facilities	7		
Health	95		
Highway	28		

Summary of Wellness Activities

Wellness Team Challenge – February 5th – March 19th

During the Wellness Team Challenge participants competed in teams to earning points daily for exercising, eating fruits & veggies, meditating, reading about health topics, and other favorite health and wellness activities. 189 employees participated to form 36 teams. Teammates encouraged and motivated each other, and teams are rewarded as members made progress toward their goals. Throughout the 8 weeks, participants were provided information on a variety of health topics including healthy eating, stress management, and physical activity. Participants logged a total of 909,466 points for the entire activity. A Wellness Team Challenge celebration was held at the end of the program to congratulate participants on their success and to award prizes.

Random Acts of Kindness Week – February 12th -16th

This activity was an opportunity to engage in a Random Act of Kindness. Any employee wanting to bestow a random act of kindness on a coworker could do so. During the designated week, the recipient(s) was given a flower with a quotation about kindness or a note from the sender. The "gift" remained anonymous. It was our hope that both the giver and the recipient benefited by the random act of kindness, because it has often been said, "It is in giving that we receive." Over 300 flowers were given out this year.

Healthy Weight – Healthy You – OSF Center for Healthy Lifestyle Program – March 5th – May10th

This ten-week course was packed with the information needed to help employees lose weight and keep it off the healthy way. Kim McClintc, registered dietitian, and Erin Kennedy, exercise specialist, from OSF St. Joseph Center For Healthy Lifestyles, helped motivate employees to succeed in their weight loss goals. The topics covered included: Increasing Metabolism, Adding More Activity, Emotional Eating, Weighty Issues, Smart Shopping, Therabands , and Eating Out. 25 employees participated in the program and the majority succeeded in losing at least 5 pounds.

Employee Wellness Fair – May 23rd

The McLean County Employee Wellness Fair is a fun way for employees to learn about health topics and talk with health professionals. Two hundred and thirteen participated in the 2007 McLean County Employee Wellness Fair. There were representatives from 26 different departments, with the most representation from the Circuit Clerk's office and the Health Department.

Ninety-three percent of participants filled out the evaluation form and received a "summer safety kit." Of those respondents, all noted that they would recommend the fair to a co-worker. The top motivators for attending the fair included to learn about health issues, seemed like fun, and the health screenings. The majority of participants learned about the health fair from e-mail or *County Comments*. Various aspects of the fair were rated as either good or excellent by almost all of the participants. Overall, participants were very pleased with the fair and it was a great success.

Passport To Health – June 4th – July 16th

Passport to Health took employees on a virtual journey around the world. Employees completed daily nutrition and fitness goals for each "destination." The goal of the program was to help employees incorporate physical activity into their daily routine and inspire them to eat healthy. *Passport to Health* got employees flying in the right direction with articles, resources, log forms, games, and prizes. In addition to the health advantages of a more active lifestyle and healthy eating habits, they earned great incentives too.

A total of 121 employees completed the program. Sixty-six participants completed an evaluation at the end of the program. At the beginning of the program 29% reported being physically active 5 or more days per week. By the end of the program, 68% noted being physically active 5 or more days per week. In addition, participants noted an increased likelihood of being consistent with physical activity (65%), and overall positive changes in nutrition and daily physical activity (83%).

Colorful Choices – September 4th – 23rd

This activity was a 20-day nutritional program to help employees incorporate fruits and vegetables into their diet consistently. The program included weekly games and prizes. All participants that completed the program were eligible for a prize drawing. Sixty-six employees completed the program. Over the 20 day program, they consumed a total of over 4,000 servings of fruits and vegetables.

Walktober – October 1st – October 31st

Walktober was a 31-day program in which employees tracked their steps (using a step counter) or minutes (dedicated walking minutes) each day. Before starting the program, participants selected their starting activity level and choose their goal for the end of the program. *Walktober* helped employees set a challenging but obtainable goal for the month, based on their current level of activity. Daily e-mails kept them motivated with health, nutrition, and walking tips. The program included weekly games and prizes. Free pedometers were available to participants that needed one. All participants that complete the program were eligible for a prize drawing. A total of 76 employees completed the program. By the end of the program the majority of employees noted increased daily activity levels.

Pilates

The Pilates class implemented in the fall of 2005 continues to be requested by employees. Pilates is a form of isometric exercise and physical movement designed to stretch, strengthen, tone and balance the body, while eliminating tension and strain on the joints. It is an exercise designed to improve posture and coordination, increase flexibility, develop optimal core control, create flat abdominals and a strong back, as well as provide a refreshing mind-body workout. 14 women participated in the class taught twice a week at the Government Center by an instructor from Bodies and Balance.

Workplace Yoga

This new class was offered to employees in a 7 week course. Two cycles were provided this year with 13 employees taking part in the class.

Weight Watchers at Work

22 employees participated in Weight Watchers at Work. At employee's request, the **Weight Watchers at Work** class was reinstated in the summer of 2005. Research indicates that the Weight Watchers program is a very safe and successful way to loose weight. Participants lost hundreds of pounds and a number of women reached their goal weight and became life time members.

Vending Machines

A new vending company, Joe Abraham and Sons Vending, was contracted to provide food for all County vending machines beginning in November 2006. This company offered a complete line of low carbohydrate and low fat food choices and would make at least 25% of the food selections in each machine to be healthier options. Staff members from Health Department Health Promotion and Assessment section helped select healthier choices to be included in the vending machines.

Other Wellness Activities

National Health Observances

Promotion of Heart Month and Go Red for Women in February

- 122 employees wore red on Go Red Day
- 21 employees attended a presentation on Heart Health
- 44 employees had their blood pressure checked

Promotion of Fruit and Vegetable Month in September

Promotion of Breast Cancer Awareness Month in October

American Cancer Society's Great American Smokeout – November 15th

- Information about available smoking cessation resources was sent out to employees

Summer Safety Kits – May & June

500 summer safety kits were distributed that included information on sun safety, summer safety, and west nile virus prevention. And the kit included lip balm, sunscreen, first aid kit, and mosquito repellent.

Work Life Balance Lunch & Learn Series – August

This lunch and learn series included the following presentations:

- Coping with Job Stress
- Stress Management & Heartmath techniques
- Understanding your Credit Score

Wellness Employee of the Year - December

The purpose of the Wellness Employee of the Year award is to recognize an employee who is working toward or has succeeded in improving his/her health, or that of their peers in the past year. This will be the fifth year that this award will be given out. All nominees receive a certificate and the winner receives a framed award from Successories.

Other Wellness Activities continued:

Wellness Celebration/Open House – December

This activity is an opportunity to thank employees for their support and participation in the Wellness Program. Employees will be able to choose a gift based on number of activities participated in throughout the year and be eligible for the yearly grand prize drawing.

Monthly health articles in County Comments Newsletter

Periodic health news posted on County Comments

Promotion of health events and classes throughout the community

I-Wellness Intranet Site

Some comments received from employees regarding wellness initiatives this year:

- You've been a great help in guiding me through this change of lifestyle to quit smoking. I especially appreciate the little things you've gone, like throwing candy in the envelopes when you drop off the patches. You're the greatest!!
- This year's health fair was the best one yet. I could really tell you all spent a lot of time organizing and planning the fair. Thanks so much for all the work you put into not only the health fair but all the other activities throughout the year.
- I just wanted to send you an email, letting you know that I really enjoyed watching the stress management video on I-Wellness. What a nice thing to do for your employees. I was a friendly reminder of things to be aware of individual.
- I just wanted to let you know that I have really learned a lot in this class- Healthy Weight-Healthy You. They have brought me a little more up to date on current thoughts on weight loss and exercise without being preachy or condescending. Plus they are entertaining. Thanks for all you do to try to get us healthy.
- I have attended quite a few informational sessions that McLean County and the Health Dept. have sponsored, but the Healthy Weight-Healthy You is without a doubt the absolute best. I learned so much from Kim and Erin. I'm sorry to see the classes end. Thank you and anyone who assisted you for a job well done.
- Thanks for all that you do to keep us motivated! We really appreciate it and have a fun time with these promotions!!
- The flowers given out for Random Acts of Kindness are beautiful and this is such a good idea. What a cool thing for employees! Thanks!
- I just wanted to say I really appreciated the Passport activity and all the fun facts and travel—the 5 minute vacation travel to all the different ports was fun.
- I thought since this activity was a repeat from last year that I wouldn't benefit much—but I did a lot. It reminded me of what I need to do on a consistent basis.

**Better Health By Choice Health Risk Assessment Report
Health Alliance Pilot Program
McLean County
2007**



Better Health By Choice Health Risk Assessment Report

Prepared for McLean County
August 24, 2007

The following report provides an overview of the health status of your population and identifies opportunities for program development to support individuals trying to change their lifestyle behaviors to improve their health. It includes aggregate results from participants in Succeed™, HealthMedia's personalized evaluation of current health behaviors. Findings are compared with recommended guidelines to determine the need for improvement.

This report was developed from a HealthMedia Succeed™ Program Summary Report which is included in the appendix for your reference. It includes raw counts of participant responses and a glossary which details behavioral recommendations/guidelines as well as other terms used throughout the report.

The main body of the report makes this information easier to interpret by providing visual depictions of the data, results from further calculations with the data, and a more logical order of presentation. The tables and graphs within this report contain information on demographics, disease history, health risks, preventive services, adherence to health behavior guidelines and prioritized behavior targets. HealthMedia's results across their entire book of business are also provided as comparisons where applicable.

The information contained within this report will help you to better understand your population. With it, you can improve upon your current wellness programs and implement additional initiatives to help your population make changes. We are happy to help you as you do so. If you have any questions about this report, please contact Lee Eggherman at 1-800-851-3379 ext 8020.

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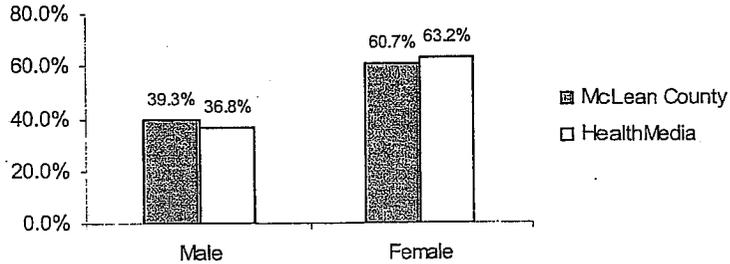
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Demographics

This report contains information from 588 McLean County employees who completed their health risk assessments between February 1, 2007 and July 20, 2007. These participants comprised 86.0% of the eligible population of 684 employees.

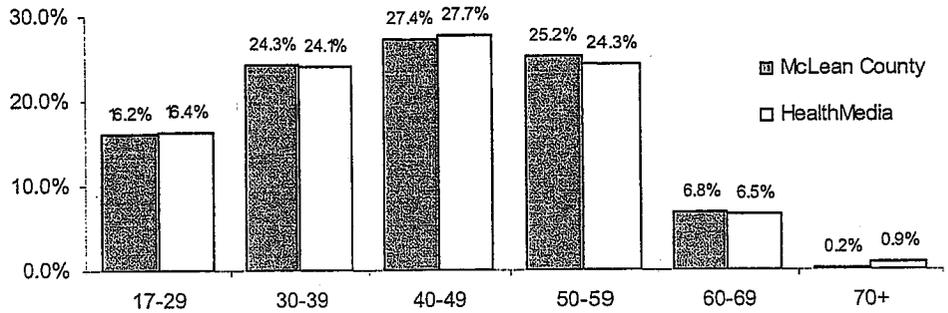
Gender

The majority of the participants were female.



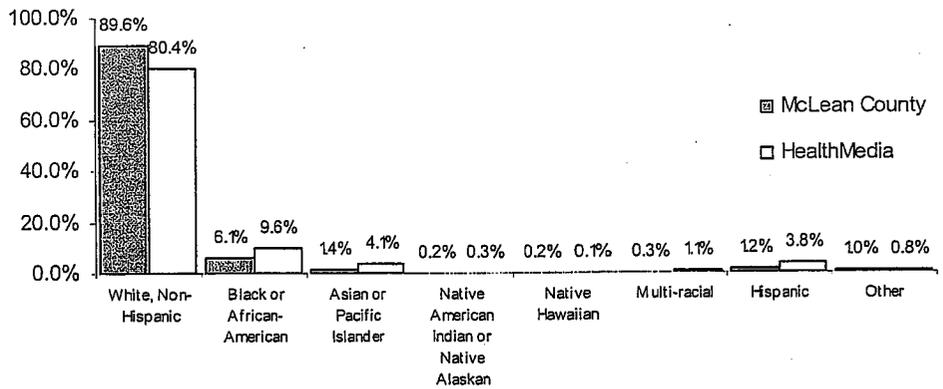
Age

Three quarters of the participants were between the ages of 30 and 59. Within this age range, participants were evenly spread across the three 10-year age groups.



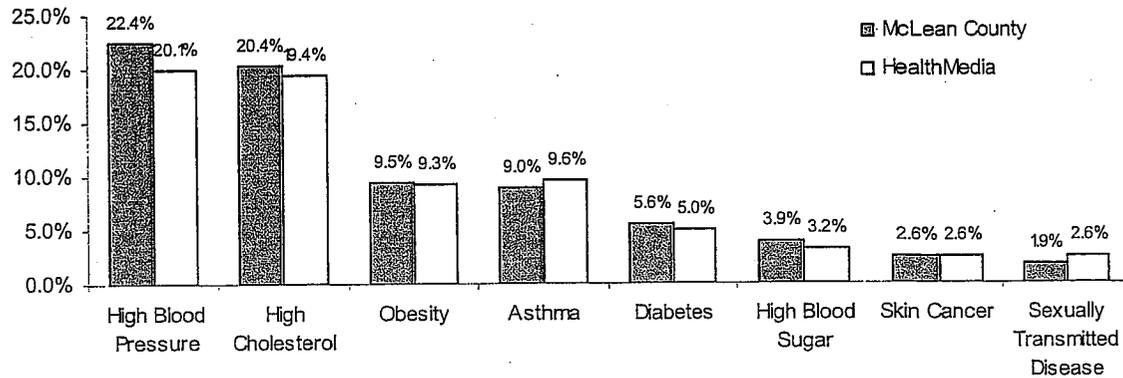
Ethnicity

Participants predominantly identified themselves as White, Non-Hispanic.



Disease Distribution

As part of the health risk assessment, participants were asked to report their disease history for selected conditions. The graph below shows conditions affecting more than 1.5% of participants.



Prevalent Conditions

High blood pressure, high cholesterol and obesity were the most commonly reported conditions for participants. Comparing McLean County reported disease prevalence to that of HealthMedia, McLean County has greater percentages reporting high blood pressure (+2.3%) and other heart disease (+1.2%).

Disease or Condition	McLean County		Health Media
	Count	Percent	
Cardiovascular Diseases			
High Blood Pressure	132	22.4%	20.1%
Other Heart Disease	14	2.4%	1.2%
Heart Attack	7	1.2%	1.0%
Coronary Heart Disease	3	0.5%	0.8%
Stroke	3	0.5%	0.3%
Peripheral Vascular Disease	2	0.3%	0.3%
Angina	2	0.3%	0.7%
Transient Ischemic Attack (TIA)	1	0.2%	0.5%
Congestive Heart Failure	1	0.2%	0.3%
Cancer			
Skin Cancer	15	2.6%	2.6%
Breast Cancer	5	0.9%	1.0%
Cervical Cancer	1	0.2%	0.7%
Colorectal Cancer	0	0.0%	0.0%
Prostrate Cancer	0	0.0%	0.1%
Other Medical Conditions			
High Cholesterol	120	20.4%	19.4%
Obesity	56	9.5%	9.3%
Asthma	53	9.0%	9.6%
Diabetes	33	5.6%	5.0%
High Blood Sugar	23	3.9%	3.2%
Sexually Transmitted Disease	11	1.9%	2.6%
Chronic Bronchitis	9	1.5%	1.6%
Osteoporosis	8	1.4%	2.0%
Emphysema	3	0.5%	0.3%
Hepatitis B	0	0.0%	0.4%

Health Risks

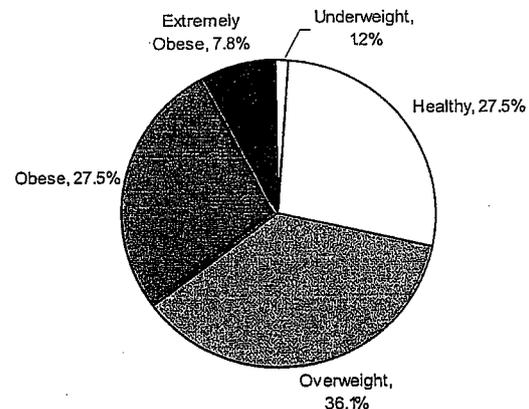
Significant health risks may be posed by obesity, tobacco use and alcohol use. Obesity was measured by calculating each participant's Body Mass Index (BMI). Participants were asked to report their height and weight, so BMI could be calculated from those two measures. BMI was used to classify the participants into five different weight categories: Healthy, Underweight, Overweight, Obese, and Extremely Obese.

Tobacco use and alcohol use were self-reported by participants. Binge drinking is defined as consuming five or more drinks on one or more occasions each month.

BMI Distribution

Although only 9.5% of participants self-reported obesity (see previous table), 35.3% were categorized as obese or extremely obese when their BMI was calculated. An additional 36.1% were categorized as overweight.

BMI Categories	McLean County	Health Media
Underweight	1.2%	1.3%
Healthy	27.5%	33.5%
Overweight	36.1%	34.0%
Obese	27.5%	25.4%
Extremely Obese	7.8%	5.8%



Tobacco Use

Approximately one in five participants self-reported cigarette smoking and/or using other forms of tobacco. The percentage that smoke cigarettes is six percentage points higher for McLean County compared to HealthMedia.

Tobacco Product	McLean County		Health Media
	Count	Percent	
Cigarette Smokers	108	18.4%	12.4%
Other Forms of Tobacco	20	3.4%	2.8%

Alcohol Use

While the majority of participants report that they typically have 1-2 drinks per day on occasions when they drink, 8.3% have five or more drinks in a day.

Drinks/Day When Drinking	McLean County		Health Media
	Count	Percent	
Non-drinker	39	8.5%	7.9%
1 drink	150	32.6%	34.8%
2 drinks	137	29.8%	31.8%
3 drinks	61	13.3%	13.1%
4 drinks	35	7.6%	5.6%
5+ drinks	38	8.3%	6.9%

Preventive Services and Screening

Health Indicators

Participants were asked to report their values for cholesterol, high density lipoprotein (HDL), blood glucose level, and blood pressure.

Indicator	Level	McLean County		Health Media
		Count	Percent	
Cholesterol	Normal (<200)	93	60.0%	62.5%
	Mildly High (200-240)	53	34.2%	29.3%
	High (>240)	9	5.8%	8.2%
High Density Lipoprotein (HDL)	Low (women < 40 mg/dL)	17	N/A	N/A
	Low (men < 40 mg/dL)	16	N/A	N/A
Blood Glucose	<= 126	120	92.3%	92.2%
	126-200	10	7.7%	6.7%
	> 200	0	0.0%	1.1%
Blood Pressure	Normal (Systolic<140 or Diastolic<90)	257	88.3%	87.6%
	High (Systolic>=140 or Diastolic>=90)	34	11.7%	12.4%

N/A: percentages were not calculated due to insufficient data.

Preventive Services

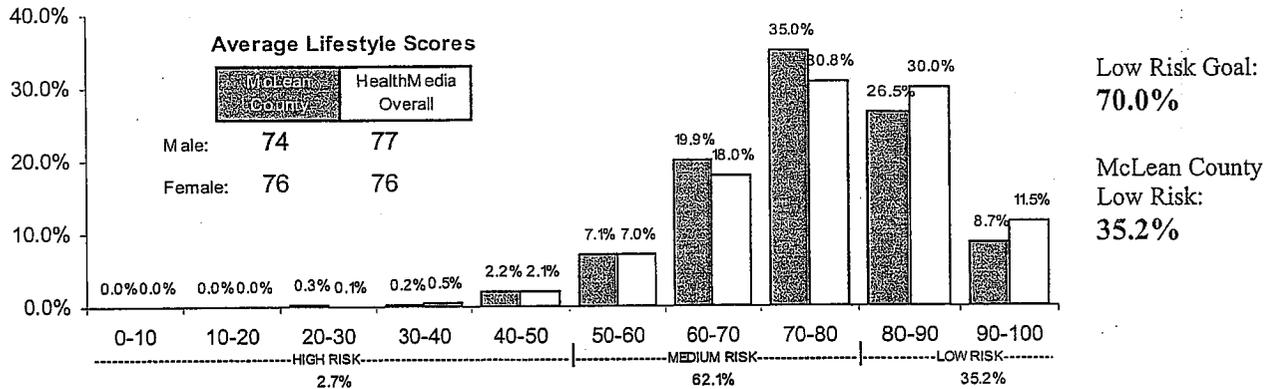
Various preventive services are recommended based on age and gender. The following table shows the number of participants who indicated they completed the listed immunization or screening. The number of participants eligible for the screening was based on gender and/or age and was approximated from an age and sex distribution of McLean County participants. Those eligible participants who did not indicate having had the immunization or screening may either have not completed it or omitted answering the question.

Immunization/Screening	Gender/Age group	McLean County Count	Eligible Participants
General Immunizations	all	34	588
PSA/Prostate	male, age > 50	38	61
Pap Smear	female, age 18-65	265	344
Clinical Breast Exam	female, age < 40	110	134
Mammogram	female, age > 40	168	225
Blood Pressure	all	552	588
Cholesterol	male age > 35, female age > 45	284	336
FOBT	age > 50	57	190
Sigmoidoscopy	age > 50	1	190
Clinical Skin Exam	age > 40	97	353

Current Health Behavior Assessment

Lifestyle Score

HealthMedia's lifestyle score is a reflection of each participant's adherence to health behavior recommendations and guidelines developed by the United States Preventive Services Task Force. Health behaviors that were evaluated were Alcohol Use, Stress/Depression Management, Injury Prevention, Nutrition, Physical Activity, Skin Protection, Tobacco Use and Weight Management. Participants' lifestyle scores indicate whether they are at low, medium, or high risk for future health problems based on their current health behaviors. Health Alliance has established a goal of having 70.0% of participants in the low risk category. McLean County is currently at 35.2%.



Adherence to Health Behavior Recommendations/Guidelines

Out of the 588 total respondents, no one was compliant with all eight of the health behavior guidelines and recommendations that were evaluated (listed above). Approximately 90% were deemed at risk for three or more behaviors because they were not meeting guidelines and recommendations.

Number of Guidelines Not Met	McLean County Count	McLean County Percent	Health Media
1 or more	588	100.0%	99.6%
2 or more	576	98.0%	97.2%
3 or more	533	90.6%	86.2%
4 or more	403	68.5%	59.4%
5 or more	216	36.7%	27.7%
6 or more	79	13.4%	8.4%
7 or more	20	3.4%	1.7%

Nutrition and stress/depression management issues were the areas in which members were most commonly non-compliant. Greater than 50% of the participants also did not meet the recommendations for weight management and physical activity. Compared to HealthMedia, McLean County was more than five percentage points higher in the percentage noncompliant with the weight management and injury prevention guidelines.

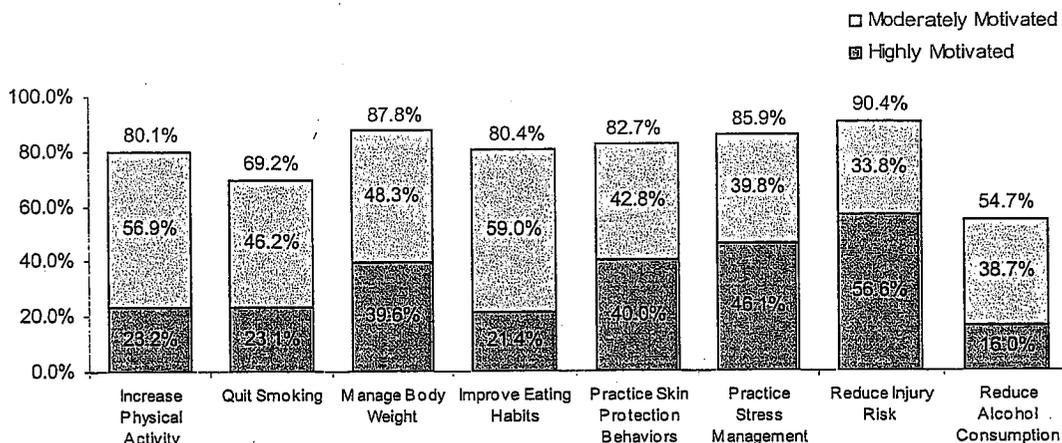
Guidelines Not Compliant	McLean County Count	McLean County Percent	Health Media
Nutrition	569	96.8%	97.0%
Stress/Mental Health	440	74.8%	79.6%
Weight Management	417	70.9%	63.9%
Physical Activity	309	52.6%	54.1%
Skin Protection	238	40.5%	39.6%
Injury Prevention	226	38.4%	16.4%
Alcohol Use	117	19.9%	17.8%
Smoking	107	18.2%	12.0%

Proclivity for Health Behavior Change

Frame of mind can determine how successful an individual is at implementing a permanent behavior change. The health risk assessment asks questions to ascertain how motivated a participant is to create change in his or her health behaviors and how confident a participant is in his or her ability to continue with behavioral changes in the face of various barriers to change.

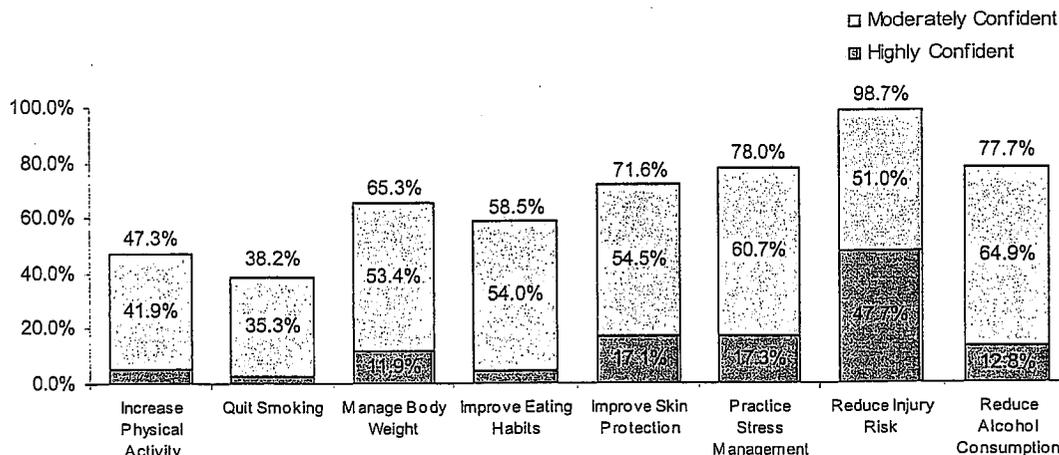
Motivation

The top health behaviors participants were highly motivated to practice were reduce injury risk, practice stress management, practice skin protection behaviors and manage body weight. A majority of participants reported that they were at least moderately motivated to perform all of the health behaviors evaluated.

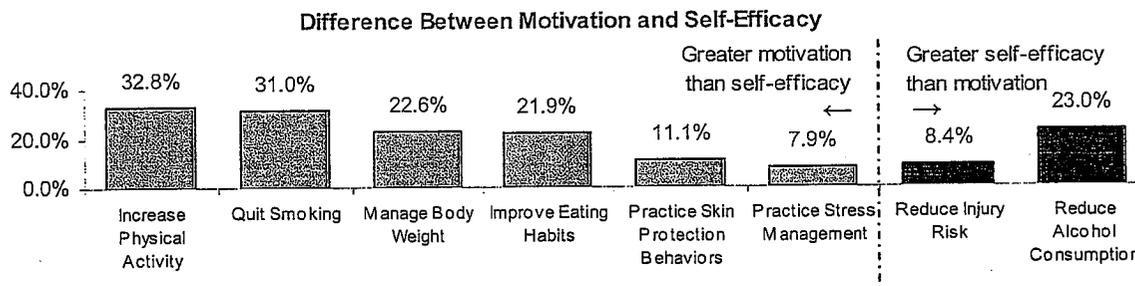
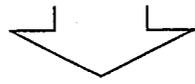
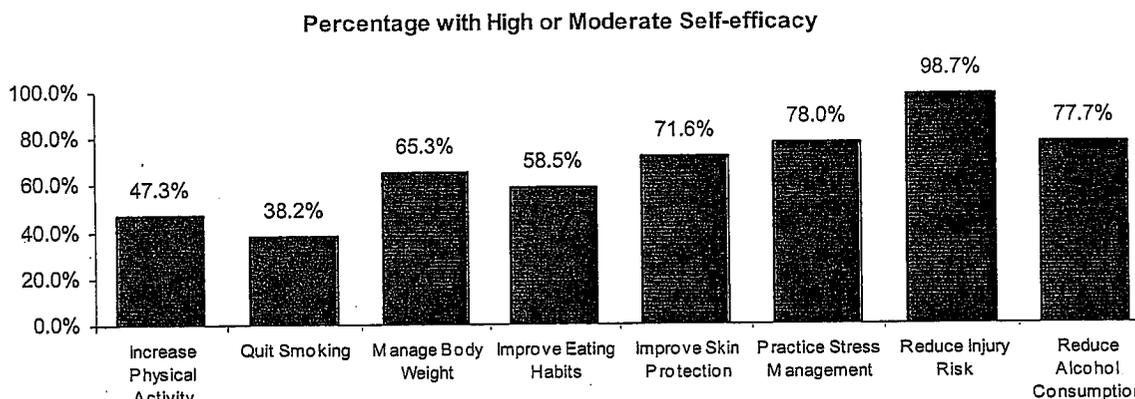
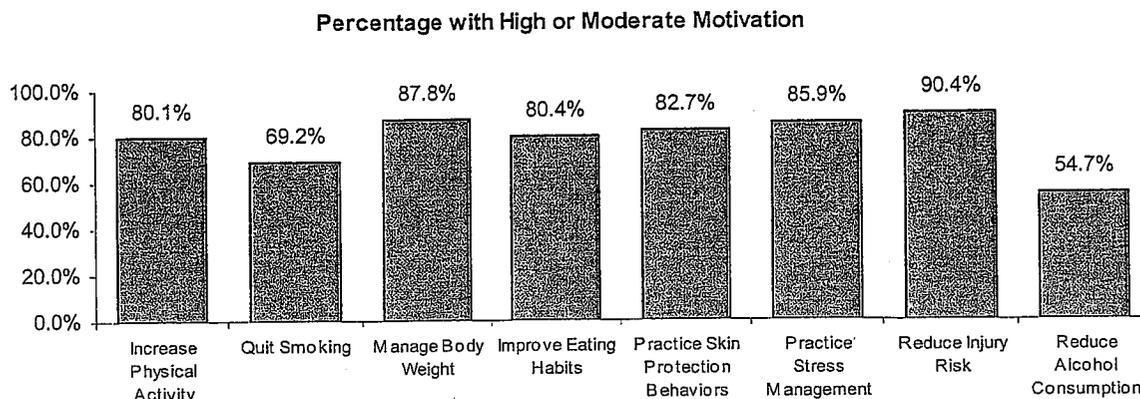


Self-Efficacy

Self-efficacy is defined as the participant's ability to overcome barriers to performing healthy behaviors. Participants were most confident in their ability to continue health behavior that would reduce injury risk. For the other health behaviors in which they were most motivated, stress management, skin protection and body weight management, they were less confident in their abilities to persevere when facing difficulties.



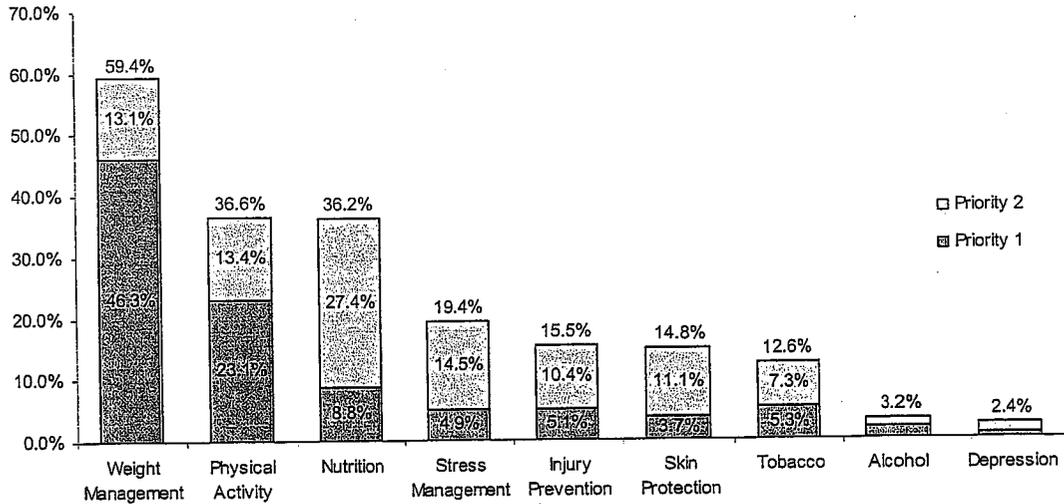
Motivation versus Self-efficacy



The graph above depicts the difference between the percentage of participants that are moderately or highly motivated to perform each health behavior and the percentage that have moderate or high self-efficacy for the behavior. The blue bars represent health behaviors for which more participants report having motivation than do self-efficacy while the red bars represent behaviors where more participants report having self-efficacy than do motivation. The largest difference between motivation and self-efficacy was for increasing physical activity with participants reporting more motivation than self-efficacy for the behavior. That was followed by quitting smoking. Participants had greater self-efficacy than motivation for reducing alcohol consumption.

Priorities for Change

As part of the customized plan participants receive upon completion of the risk assessment, health behaviors are ranked by priority for each participant. The ranking takes into consideration three different factors: behavioral need, motivation to change and self-confidence in one's ability to make the change. The following table details the behaviors that were most commonly ranked as high priorities for participants.



Primary Priorities

Weight management, physical activity and nutrition were deemed the most important health behavior priorities for the greatest number of participants. Almost half of the participants were assigned weight management as their number one priority. Another 23.1% of the participants had physical activity as their number one priority. While only 8.8% had nutrition as their first priority, an additional 27.4% had it listed as their second priority.

Secondary Priorities

Stress management, injury prevention, skin protection, and tobacco were identified as first or second priorities for 19.4% to 12.6% of the participants. Although these proportions are smaller than those associated with the primary priorities, these behaviors represent a high priority for segments of the participant group.

Proposed Budget for 2008

Proposed 2008 Employee Wellness Budget with Pilot

Screenings (Including Cholesterol, Glucose) \$50 x 60 persons = Non HAMP insured employees	\$3,000
PSA \$35 x 20 non HAMP insured men =	\$ 700
Methodist Hospital	
Mammograms in mammogram van for women 40 and over \$258.00 x 15 non HAMP insured women =	\$ 3,870
BroMenn Medical Center	
Osteoporosis screening (heel) \$5 x 100 women	\$ 500
Amount paid by Benefit Fund for Screenings	\$8070
Health Alliance Insurance will pay for employees having HA Insurance	
Other Wellness Program Expenses	
National Wellness Conference at Stevens Point, Wisconsin	\$ 700
Membership to WELCOA	200
Incentives, supplies for fair and wellness activities, Items for lending library	\$9,000
Scholarships for Weight Management program	500
Tobacco Replacement Patches	250
Wellness programs/Health Fair printing/paper	300
Marketing	\$4,000
Total amount requested	\$23,020

December 27, 2007

To: David Selzer, Chairman, Finance Committee
Members of the Finance Committee

From: Don Lee, Administrator
McLean County Nursing Home

Re: Recommend Purchase of Replacement Bus

Last month I informed the Committee of the mechanical problems we were experiencing with our 1982 van. Both the garage which normally services the vehicle as well as the Ford dealership have indicated the motor needs to be replaced at an estimated \$4,000. Due to the age and condition of the vehicle, I feel we would be more prudent to replace the vehicle than repair it.

We have contacted IDOT and obtained the specifications for the "Medium-Duty Paratransit Vehicle" available under the State Contract. We have reviewed these specifications and available options with IDOT and feel that this vehicle is a very good match to our needs.

We have also reviewed the specifications and options available with the supplier, Central States Bus Sales, Inc. in an attempt to get a firm price to recommend to the Committee at the January meeting. Unfortunately, due to the time of the year, I do not have that figure at this time. Once an order is placed, it will take 90-120 days to build and deliver a vehicle. Central States has indicated they are anticipating price increases from both Ford and GM in January and some other suppliers in February. Since the State Contract allows them to pass these increases along, they cannot give us a firm price today. They estimate the date the order is placed may affect the cost by as much as \$750-\$1,500 if the order is not placed until February.

Therefore, I am recommending that, pursuant to State Law and the County Purchasing Ordinance, the Committee authorize the nursing home to purchase a Medium-Duty Paratransit Vehicle off the State Contract at a cost not to exceed \$56,000.

IDOT Paratransit Vehicle Specification Summary

Medium-Duty Paratransit Vehicle

General Description:

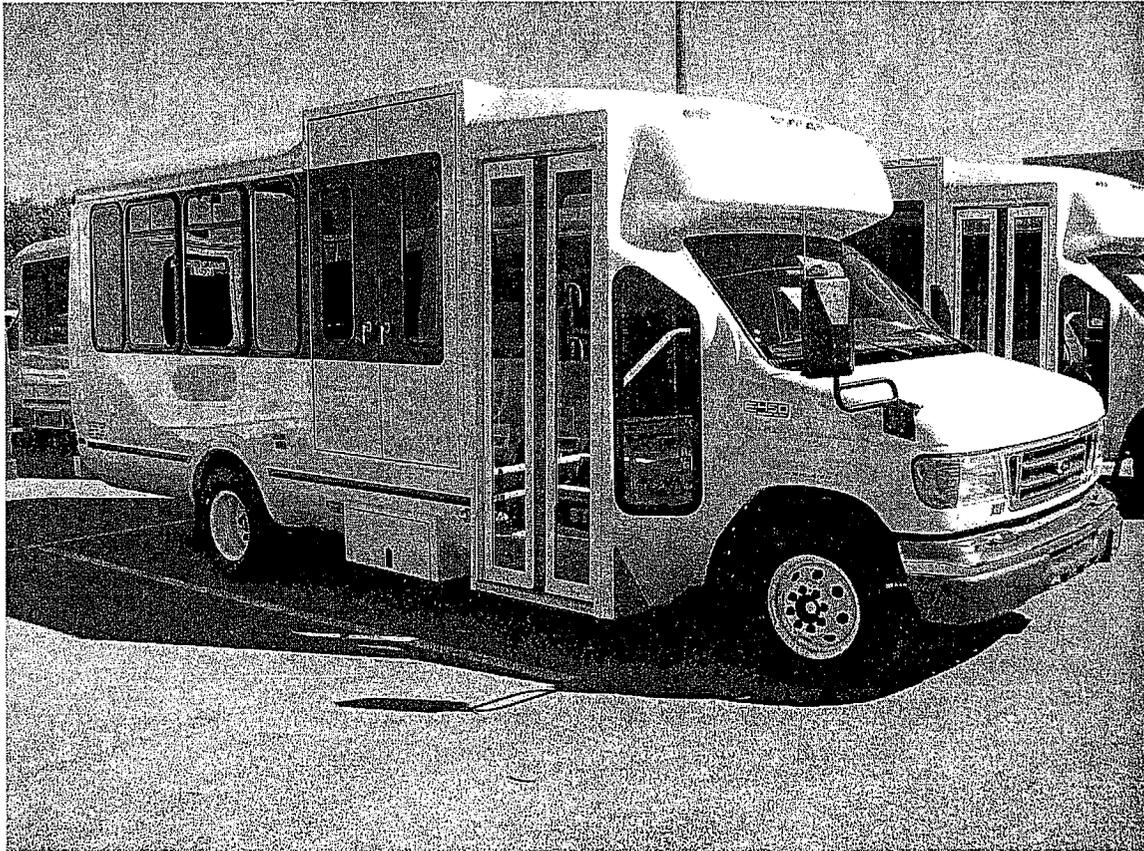
This vehicle body is specifically designed and constructed on a commercial cut-away van chassis. This vehicle is 23 feet in length. Design to permit 14 passenger seats or up to 5 wheelchair positions and 2 passenger seats. ADA option must be included if vehicle is to be used for fixed route service. (At this time Gasoline Engine Only is offered). (See vehicle Configuration below for details).

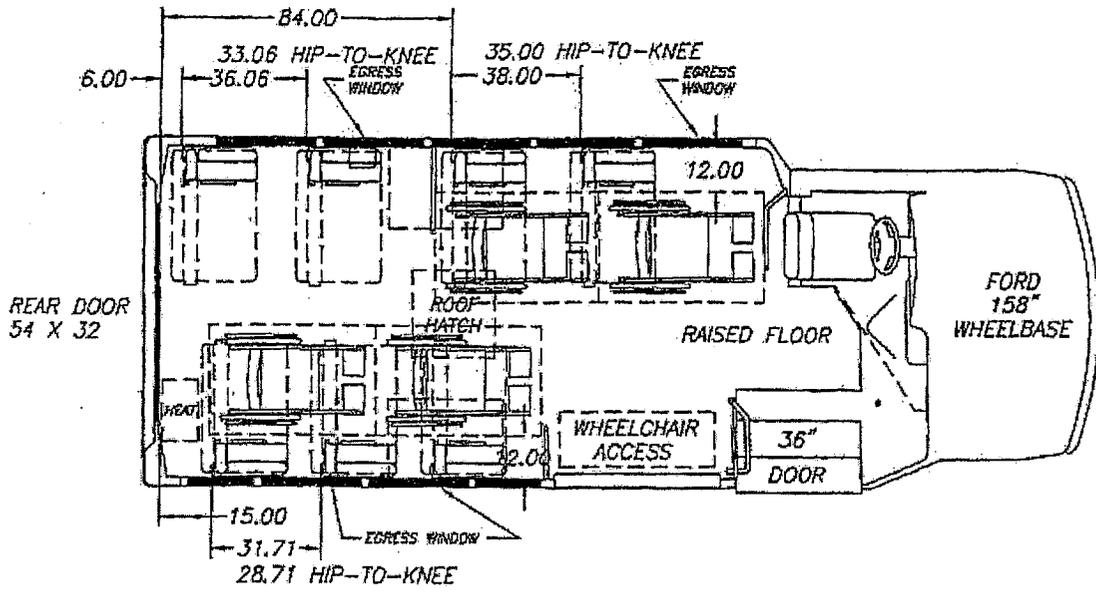
OPERATOR OF THIS VEHICLE DOES NOT REQUIRE COMMERCIAL DRIVER'S LICENSE (CDL)

Base Vehicle Configuration:

- Wheelchair/Mobility Aid Lift
 - Seated Capacity Standard Vehicle:
 - Transit quality padded vinyl upholstered seats.
 - OEM six way power drivers seat
 - 14 seated passengers, (7 face forward in flip-up seating positions), or 1 wheelchair/mobility aid secured locations with 12 seated passengers (5 face forward in flip-up seat locations), or 2/10, 3/6. and
 - 5 wheelchair/mobility aid secured locations with 2 passenger seats.
 - Seat belts for each seated passenger
 - Four point wheelchair restraint system
 - General Dimensions:
 - Length, Overall: 279 inches
 - Wheelbase: 158 inches
 - Width, Overall: 96 inches
- Height, Overall @ GVWR: 113 inches, excluding roof hatch
 - Aisle Width: 17 inches
 - Interior Headroom: 74 inches
 - Engine:
 - V10, Gas 6.8L, 305 HP, with block heater
 - 8 to 10 MPG, estimated
 - Diesel optional available in 2009
 - Transmission:
 - Fully automatic 5-speed with overdrive
 - Electrical System:
 - Heavy duty dual battery system
 - High output alternator
 - Driver operated electric front transit type passenger door
 - Power Steering
 - Power Brakes
 - Fuel Tank, 55 gallon minimum
 - Rubber Shear Spring Rear Suspension
 - Climate Control, HVAC
 - Front and rear high capacity A/C and heater
 - Roof ventilator/Emergency escape hatch
 - Radio:
 - No provisions for user provided and installed two-way mobile radio
 - AM/FM OEM w/CD or Cassette
 - Safety Equipment:
 - First aid kit

- 5 lb. fire extinguisher
 - ICC triangles (Flare Kit)
 - Rear emergency exit
 - Side window emergency exits
- Tinted Glass
 - Vehicle Colors:
 - Exterior: Standard OEM white
 - Seats: Gray transit vinyl
 - Floor: Dark Grey
 - Ceiling: White
 - Vehicle Options
 - Rubber shear spring rear suspension
- Rear help bumper
 - Electrically powered front door
 - Remote operation and electrically heated exterior mirrors
- Options below are for Transit Agencies Only*
- Destination Signs
 - Public Address System
 - Passenger Signal System
- Warranty
 - 3 Years/ 36,000 miles
 - 5 Years/ 100,000 miles power train





Medium-duty

NOTE: FINAL WHEELCHAIR AND SEAT LAYOUTS NOT YET DETERMINED

McLEAN COUNTY NURSING HOME

ACCRUED EXPENDITURE	2007 BUDGET	2007 MONTHLY ALLOC	NOV, 2007 ACCRUED EXPENSE	YTD ALLOC	ADJUSTED YTD EXPENSE	REMAINING BUDGET	YTD VARIANCE AMOUNT	PER CENT OF BUDGET SPENT	PROJECTED EXPENSE 12/31/07
SALARIES	3,483,075	285,951	298,761	3,183,583	3,423,705	59,370	240,122	98.30%	3,741,474
IMRF	278,646	22,902	23,901	254,980	273,896	4,750	18,916	98.30%	299,318
MED/LIFE	397,110	12,256	32,639	363,383	363,383	33,727	0	91.51%	397,110
SOC/SEC	266,455	21,900	22,855	243,825	261,913	4,542	18,089	98.30%	286,223
VAC LIAB	30,000	2,466	2,466	27,452	27,452	2,548	0	91.51%	30,000
SELLBACK	0	0	0	0	0	0	0	0.00%	#DIV/0!
PERSONNEL	4,455,286	345,475	380,622	4,073,223	4,350,350	104,937	277,127	97.64%	4,754,125
COMMODITIES	765,711	62,935	67,711	700,678	660,896	104,815	(39,782)	86.31%	722,237
CONTRACTUAL	1,529,375	124,486	295,162	1,399,483	3,123,919	(1,594,544)	1,724,437	204.26%	3,413,864
CAPITAL	179,240	14,732	0	164,017	32,682	146,558	(131,334)	18.23%	35,716
GRAND TOTAL	6,929,612	547,628	743,495	6,337,400	8,167,848	(1,238,235)	1,830,447	117.87%	8,925,941

McLEAN COUNTY NURSING HOME

ACCRUED REVENUE	2007 BUDGET	2007 MONTHLY ALLOC	NOV, 2007 ACCRUED REVENUE	YTD ALLOC	ADJUSTED YTD REVENUE	REMAINING BUDGET	YTD VARIANCE AMOUNT	PER CENT OF BUDGET	PROJECTED REVENUE 12/31/07
MEDICARE REVENUE	766,500	63,000	70,226	701,400	608,113	158,387	(93,287)	79.34%	664,555
IDPA REVENUE	3,153,600	259,200	526,039	2,885,760	6,110,600	(2,957,000)	3,224,840	193.77%	6,677,752
SCHOOLING REIMB	0	0	0	0	45	(45)	45	#DIV/0!	49
JDC LAUNDRY	8,439	694	782	7,722	8,295	144	573	98.30%	9,065
JDC FOOD	35,000	2,877	2,993	32,027	31,263	3,737	(765)	89.32%	34,164
MEALS	600	49	70	549	1,407	(807)	858	234.50%	1,538
PVT PAY REVENUE	2,151,675	176,850	143,331	1,968,930	1,621,710	529,965	(347,220)	75.37%	1,772,228
UNCLASS	12,000	986	85	10,981	2,291	9,709	(8,690)	19.09%	2,503
INTEREST EARNED	97,990	8,054	13,790	89,668	204,912	(106,922)	115,244	209.12%	223,931
SALE OF ASSETS	0	0	0	0	0	0	0	#DIV/0!	0
TRANSFER IN	579,004	47,589	48,302	529,828	549,203	29,801	19,375	94.85%	600,177
TELEPHONE REIMB	0	0	1,140	0	12,570	(12,570)	12,570	#DIV/0!	13,737
TOTAL ACC REVENUE	6,804,808	559,299	806,759	6,226,865	9,150,409	(2,345,601)	2,923,544	134.47%	9,999,698
TOTAL ACC REVENUE	6,804,808	559,299	806,759	6,226,865	9,150,409	(2,345,601)	2,923,544	134.47%	9,999,698
LESS ACCRUED EXPENS	(6,929,612)	(547,628)	(743,495)	(6,337,400)	(8,167,848)	1,238,235	(1,830,447)	117.87%	(8,925,941)
ACC REV - (ACC EXP)	(124,804)	11,672	63,264	(110,535)	982,561	(1,107,366)	1,093,096		1,073,757
PLUS CAP EXP	0	14,732	0	164,017	32,682	146,558	(131,334)		35,716
ACC BALANCE	(124,804)	26,404	63,264	53,482	1,015,244	(960,808)	961,762		1,109,473

McLEAN COUNTY NURSING HOME

NOVEMBER 30 DAYS

2007

DAILY CENSUS

DAY OF MONTH 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 TOT NOVEMBER AVG

CERT	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOT	AVG
MEDICARE	4	6	5	5	5	8	8	7	7	7	7	7	7	7	9	8	8	8	8	7	7	7	7	7	7	7	7	6	5	5	0	203	
PA SKILL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
PA INT	7	7	7	7	8	8	7	7	7	7	7	7	7	7	7	8	7	8	8	8	7	8	8	8	8	8	8	8	8	8	0	224	
PP SKILL	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	0	30	
PP INT	1	1	1	1	1	0	1	1	2	2	2	2	2	2	2	2	2	2	2	2	2	1	1	1	1	1	1	2	2	2	0	43	
SUB TOTAL	13	15	14	14	15	17	17	16	17	17	17	17	17	17	19	19	18	19	19	18	16	16	17	17	17	17	17	16	16	0	500		

NON-CERT	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOT	AVG
PA SKILL	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1	1	1	0	56	
PA INT	89	90	89	89	89	90	90	90	89	89	89	90	90	90	90	90	90	90	90	90	90	86	87	89	90	89	89	88	88	0	2678		
PP SKILL	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	0	30	
PP INT	33	33	33	33	33	34	34	34	34	34	34	33	33	33	33	33	33	33	33	33	33	32	32	32	33	33	33	33	33	0	983		
SUB TOTAL	125	126	125	125	125	126	127	127	126	126	126	126	126	126	126	126	126	126	126	126	126	121	122	124	126	125	124	124	123	0	3757		

TOTAL	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOT	AVG
MEDICARE	4	6	5	5	5	8	8	7	7	7	7	7	7	7	9	8	8	8	8	7	7	7	7	7	7	7	7	6	5	5	0	203	
PA SKILL	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1	1	1	0	56	
PA INT	96	97	97	96	97	97	97	97	96	96	96	97	97	97	97	98	97	98	98	98	97	93	95	97	98	97	97	97	96	96	0	2902	
PP SKILL	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	0	60	
PP INT	34	34	34	34	34	34	35	35	36	36	36	36	35	35	35	35	35	35	35	35	34	33	33	33	34	34	34	35	35	0	1036		

TOT IN HOUSE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOT	AVG
TOT IN HOUSE	138	141	140	139	140	143	144	143	143	143	143	143	143	143	145	145	144	145	145	144	142	137	139	141	143	142	141	140	139	139	0	4257	
PP BED HOLD	1	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	0	0	0	0	0	0	0	8	
PA BED HOLD	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	1	5	3	1	0	1	2	2	3	3	0	26	
TOTAL CENSUS	140	142	141	140	141	143	144	143	144	144	144	144	143	143	145	145	145	145	145	144	143	143	143	143	143	143	143	142	142	142	0	4291	
VACANCIES	10	8	9	10	9	7	6	7	6	6	6	6	7	7	5	5	5	5	5	6	7	7	7	7	7	7	7	8	8	8	150		

McLEAN COUNTY NURSING HOME

CENSUS Report - 2007

MONTH	AVG MEDICARE	AVG PVT PAY	AVG IDPA	AVG IN HOUSE	AVG BED HOLD	AVG CENSUS	AVG VACANT
JANUARY	7.71	37.39	99.23	144.32	1.52	145.84	4.16
FEBRUARY	5.64	34.64	99.71	140.00	1.57	141.57	8.43
MARCH	4.55	35.32	98.55	138.42	1.16	139.58	10.42
APRIL	4.93	34.63	102.73	142.30	0.87	143.17	6.83
MAY	7.29	34.71	102.16	144.16	2.06	146.23	3.77
JUNE	5.67	35.03	100.50	141.20	1.00	142.20	7.80
JULY	5.52	35.10	101.74	142.35	0.10	142.45	7.55
AUGUST	5.10	35.10	102.45	142.65	1.32	143.97	6.03
SEPTEMBER	4.77	35.87	100.40	141.03	0.63	141.67	8.33
OCTOBER	5.48	36.94	97.10	139.52	0.71	140.23	9.77
NOVEMBER	6.77	36.53	98.60	141.90	1.13	143.03	6.97
DECEMBER							
YTD AVERAGE	5.77	35.57	100.29	141.62	1.10	142.72	7.28
% OF CAPACITY	3.84%	23.71%	66.86%	94.42%	0.73%	95.15%	4.85%



H. Lee Newcom
McLean County Recorder
115 E. Washington Street, Room M-104
Post Office Box 2400
Bloomington, IL 61702-2400
(309) 888-5170
(309) 888-5927 Fax

January 02, 2008

To: Honorable Members of the Finance Committee

From: Don Everhart, Chief Deputy Recorder

Please be advised for the month of November 2007 that revenue, state stamp inventory and receipts, and receivables reconcile with the general ledger.

A copy of November 2007's "Monthly Account Balances" is attached.

Year-to-date Totals through November, 2007

Month-to-date Totals

Account #	Account Description	Cash/Check/ Change	Charge	Charges Paid	Other Pay Method	Total	Cash/Check/ Change	Charge	Charges Paid	Other Pay Method	Total
01-10-0-201-070-034	Due Idor-Rental Hsg Prog	\$19,908.00	\$0.00	\$0.00	\$0.00	\$19,908.00	\$260,100.00	\$0.00	\$0.00	\$0.00	\$260,100.00
01-6-8-410-008-034	Copy Fees	\$1,409.85	\$0.00	\$0.00	\$0.00	\$1,409.85	\$15,295.10	\$42.30	\$47.05	\$0.00	\$15,290.35
01-6-8-410-029-035	Recording Fees	\$37,037.00	\$357.00	\$179.00	\$0.00	\$37,215.00	\$492,117.00	\$3,823.00	\$3,782.00	\$0.00	\$492,158.00
01-6-8-410-032-036	County Revenue Stamps	\$31,052.00	\$0.00	\$0.00	\$0.00	\$31,052.00	\$406,291.50	\$0.00	\$0.00	\$0.00	\$406,291.50
01-6-8-410-111-111	Payment On Account	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01-6-8-410-128-100	Microfilm Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01-6-8-410-132-100	Data Sales	\$280.00	\$0.00	\$0.00	\$0.00	\$280.00	\$4,400.00	\$0.00	\$0.00	\$0.00	\$4,400.00
01-6-8-410-195-035	Rental Hsg Support Program	\$2,212.00	\$0.00	\$0.00	\$0.00	\$2,212.00	\$28,900.00	\$0.00	\$0.00	\$0.00	\$28,900.00
16-8-4-102-222-222	Balance Brought Forward	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16-8-4-102-222-222	Balance Brought Forward/Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-6-8-410-089-284	Document Storage	\$7,197.00	\$207.00	\$105.00	\$0.00	\$7,299.00	\$96,534.00	\$2,199.00	\$2,169.00	\$0.00	\$96,564.00
37-6-8-410-181-100	Gis Document Storage	\$2,399.00	\$69.00	\$35.00	\$0.00	\$2,433.00	\$32,178.00	\$733.00	\$723.00	\$0.00	\$32,188.00
51-10-0-126-001-903	State Revenue Stamps	\$62,104.00	\$0.00	\$0.00	\$0.00	\$62,104.00	\$812,583.00	\$0.00	\$0.00	\$0.00	\$812,583.00
67-6-8-410-181-100	Gis Fund	\$11,890.00	\$138.00	\$70.00	\$0.00	\$11,958.00	\$158,724.00	\$1,487.00	\$1,467.00	\$0.00	\$158,744.00
Final Total:		\$175,488.85	\$771.00	\$389.00	\$0.00	\$175,870.85	\$2,307,122.60	\$8,284.30	\$8,186.05	\$0.00	\$2,307,218.85

Assessment Status Report
 TODAY IS: 12/17/2007

Township	Preliminary Submittal	Book to S/A	To		Newspaper	Date of		Final Filing Date	2006		2007		Complaints Filed	
			Printer/Publisher	Printer/Publisher		Publication	Publication		Factor	Factor	Factor	Factor		
Allin	10/29/07	11/16/07	11/17/07	Pantagraph	11/30/07	12/31/07	1.0000	1.0442	1.0000	1.0442	1			
Anchor	09/04/07	09/28/07	10/04/07	Ridgeview Review	10/11/07	11/13/07	1.0000	1.0585	1.0000	1.0585	4			
Arrowsmith	06/07/07	11/14/07	11/15/07	Pantagraph	11/22/07	12/24/07	1.0000	1.0071	1.0000	1.0071	1			
Bellflower	09/04/07	10/30/07	10/30/07	LeRoy Journal	11/07/07	12/07/07	1.0000	1.0000	1.0000	1.0000	5			
Bloomington	07/30/07	11/30/07	12/03/07	Pantagraph	12/12/07	01/11/08	1.0346	1.0301	1.0346	1.0301	5			
Blue Mound	06/13/07	09/19/07	09/21/07	Ridgeview Review	09/27/07	10/29/07	1.0000	1.0000	1.0000	1.0000	9			
Cheney's Grove	09/04/07	10/01/07	10/04/07	Ridgeview Review	10/11/07	11/13/07	1.0581	1.0480	1.0581	1.0480	11			
Chenoa	09/13/07	09/28/07	10/16/07	Chenoa Town Crier	10/25/07	11/26/07	1.0000	1.0602	1.0000	1.0602	28			
City	11/28/07	11/30/07	12/03/07	Pantagraph	12/12/07	01/11/08	1.0210	1.0151	1.0210	1.0151	67			
Cropsey	08/06/07	09/27/07	10/09/07	Ridgeview Review	10/18/07	11/19/07	1.0800	1.0693	1.0800	1.0693	2			
Dale	11/15/07	11/21/07	11/26/07	Pantagraph	12/03/07	01/02/08	1.0691	1.0378	1.0691	1.0378	4			
Danvers	09/06/07	11/16/07	11/17/07	Quill	11/29/07	12/31/07	1.0426	1.0407	1.0426	1.0407	3			
Dawson	08/20/07	11/14/07	11/15/07	Pantagraph	11/22/07	12/24/07	1.0000	1.0319	1.0000	1.0319	5			
Downs	05/21/07	09/25/07	10/02/07	Pantagraph	10/10/07	11/09/07	1.0080	1.0329	1.0080	1.0329	7			
Dry Grove	09/06/07	11/01/07	11/01/07	Quill	11/08/07	12/10/07	1.0092	1.0000	1.0092	1.0000	2			
Empire	10/04/07	11/05/07	11/05/07	LeRoy Journal	11/14/07	12/14/07	1.0247	1.0465	1.0247	1.0465	17			
Funk's Grove	11/16/07	12/03/07	12/04/07	Heyworth Star	12/12/07	01/11/08	1.0370	1.0000	1.0370	1.0000	0			
Gridley	09/27/07	11/14/07	11/15/07	Gridley Village Times	11/22/07	12/24/07	1.0000	1.0158	1.0000	1.0158	3			
Hudson	08/09/07	09/21/07	09/21/07	Quill	09/27/07	10/29/07	1.0599	1.0000	1.0599	1.0000	6			
Lawndale	09/04/07	09/27/07	10/09/07	Ridgeview Review	10/18/07	11/19/07	1.0000	1.0000	1.0000	1.0000	0			
Lexington	11/02/07	11/09/07	11/10/07	Lexingtonian	11/15/07	12/17/07	1.0377	1.0118	1.0377	1.0118	8			
Martin	06/13/07	10/29/07	11/01/07	Ridgeview Review	11/08/07	12/10/07	1.0000	1.0848	1.0000	1.0848	5			
Money Creek	05/21/07	09/27/07	10/10/07	Lexingtonian	10/18/07	11/19/07	1.0946	1.0000	1.0946	1.0000	17			
Mount Hope	11/16/07	12/03/07	12/04/07	Heyworth Star	12/12/07	01/11/08	1.0083	1.0000	1.0083	1.0000	0			
Normal	10/11/07	10/23/07	10/24/07	Normalife	11/01/07	12/03/07	1.0398	1.0090	1.0398	1.0090	212			
Old Town	05/21/07	11/09/07	11/10/07	Pantagraph	11/16/07	12/17/07	1.0271	1.0100	1.0271	1.0100	16			
Randolph	05/21/07	10/25/07	10/26/07	Heyworth Star	10/31/07	11/30/07	1.0589	1.0174	1.0589	1.0174	34			
Towanda	10/17/07	10/29/07	10/30/07	Pantagraph	11/02/07	12/03/07	1.0495	1.0000	1.0495	1.0000	21			
West	09/04/07	10/29/07	10/29/07	LeRoy Journal	11/07/07	12/07/07	1.0380	1.0000	1.0380	1.0000	2			
White Oak	09/06/07	11/01/07	11/03/07	Quill	11/08/07	12/10/07	1.0370	1.0642	1.0370	1.0642	26			
Yates	09/06/07	10/01/07	10/04/07	Chenoa Town Crier	10/11/07	11/13/07	1.0900	1.0574	1.0900	1.0574	1			
Average												0298	0256	522
Median												0271	0158	

**MCLEAN COUNTY
PERSONNEL AUDIT
DECEMBER 10, 2007**

A Personnel Audit was conducted by the Auditor's Office during the month of December 2007. The audit was conducted to ensure that county employees were receiving the correct rate of pay. The pay date of July 13, 2007 was randomly selected. Testing was performed in the following areas: timecard hours versus actual hours paid, wage listed on the AS400 system compared to the authorized rate in the individual's personnel file, recalculation of individual's gross pay, net pay, and verification that all voluntary deductions and tax withholdings are properly figured and correctly documented.

Using all McLean County employees for our test sample, an initial thirty (30) employees were selected for complete testing. One exception was noted on the initial test group resulting in an additional thirty (30) employees being selected for verification of all voluntary deductions and tax withholding testing only. Our findings are listed below.

Findings:

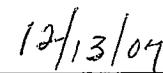
1. In one of sixty (60) cases, or 1.67%, voluntary insurance election exceptions occurred. It was found that an employee was having health insurance premiums deducted from their paycheck, but no current health election form was in the employee's file. An election form was in the personnel file, but it was from a previous health provider.
2. In three of sixty (60) cases, or 5.0%, exceptions were found with tax withholding election forms, either not matching the AS400 system or the misinterpretation of IRS guidelines. Two employees did not mark a marital status on their W-4 tax forms and one employee's tax withholding form did not match what was listed on the AS400 system.

Recommendations:

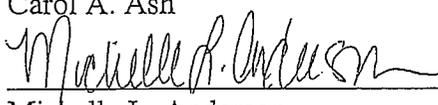
1. Employee needs to fill out a new health insurance enrollment form with the County's new health insurance provider.
2. New tax withholding forms need to be filled out by the employees in order to match the AS400 system and the applicable IRS guidelines.
3. All county employees need to be proactive with regards to their payroll deductions. Status changes should be communicated immediately to the Human Resources Specialist in the County's Administrator's Office.



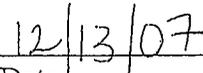
Carol A. Ash



Date



Michelle L. Anderson



Date

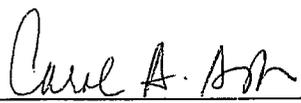
Tax Sale Automation Fund Audit

An audit of the Tax Sale Automation Fund has been completed by the county auditor's office as mandated by the Illinois Compiled Statutes, Chapter 35, Act 200, Section 21-245.

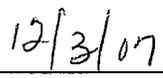
Findings

- The automation fund contains automation fees, duplicate bill fees, tax file fees, and, beginning this year, a new registration fee that was charged to all people who registered for the tax sale. If a purchase was made by the tax buyer, the registration fee of \$250.00 was subtracted off their purchase price. If they made no purchase, the registration fee was refunded back to the individual. If they did not attend the tax sale, the registration fee was forfeited. There was one forfeiture this year.
- The year to date amount of duplicate bill fees collected is \$7,735.00. This year's tax sale was held on November 2, 2007. At the sale, 861 parcels were sold for a total of \$8,610.00.
- There was one expenditure for the purchase of two laser jet printers. Mrs. McNeil stated that there will also be an inter-fund transfer for \$25,000.00 at the end of the year to Information Services for the support of the Automation Fund. This expenditure was approved by the county board during the overall approval of the Treasurer's 2007 budget on November 21, 2006.

The scope of this examination consisted of reviewing financial transactions and financial documents related to the Tax Sale Automation Fund and conducting interviews with Becky McNeil, County Treasurer and Cathy Dreyer, Assistant County Treasurer. After reviewing the information gathered, we noted nothing that would indicate the Treasurer's office is not in compliance with statutory requirements regarding the fund account.



Carol A. Ash



Date

Management Interview Date: 10/24/07

Findings:

- The grant agreement was between the Illinois Law Enforcement Alarm System and the McLean County Sheriff's Department. The grant was to utilize funds from the Department of Homeland Security.
- The grant funds were used to purchase a camera surveillance system for use at the Law and Justice Center.
- A site inspection was done on October 24, 2007 to verify that the asset was housed in a secure location and in good working condition.
- Verification was made that all cameras were mounted appropriately and in good working order. Verification was also made with regards to the LCD monitor. Lieutenant Brent Wick was interviewed and stated that the asset was working as intended.
- An interview was conducted with Connie Johnson in the Auditor's Office as to why the asset was not tagged with the corresponding asset number. Ms. Johnson stated that it was classified as an "untaggable asset" due to the placement of the cameras above and around the perimeter of the Law and Justice building.

Recommendations:

- Add the asset tag to the main surveillance unit that is housed in the Sheriff's Office.



Carol A. Ash



Date

Management Interview Date: 10/24/07

Findings:

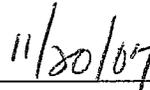
- The grant agreement was between the IEMA and the McLean County Sheriff's Department. The grant was to utilize funds from the Department of Homeland Security and allocated by the Illinois Terrorism Task Force.
- The grant funds were used to purchase a 2006 Ford F550 Crew Cab 4X4 with an onboard generator.
- A site inspection was done on November 20, 2007 to verify that the asset was housed in a secure location and in good working condition. McLean County EMA Director, Curt Hawk, was interviewed and stated that the asset was being used as intended and was in good working order. Mr. Hawk also stated that this particular vehicle is used by many different entities with the State of Illinois to assist with their particular needs.
- The asset also had the appropriate Vehicle Identification Number.

Recommendations:

- None.



Carol A. Ash



Date

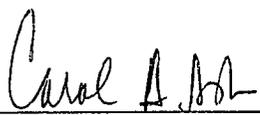
Management Interview Date: 10/24/07

Findings:

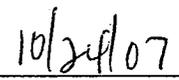
- The grant agreement was between the IEMA and the McLean County Emergency Management Department. The grant was to utilize funds from the Department of Homeland Security and allocated by the Illinois Terrorism Task Force.
- The grant funds were used to purchase radio equipment that would support enhanced communication capabilities of local emergency operations centers during a homeland security emergency or major event.
- A site inspection was done on October 24, 2007 to verify that the asset was housed in a secure location and in good working condition.
- McLean County EMA Director, Curt Hawk, was interviewed and stated that the radio was being used as intended and was in good working order.
- The asset also had the appropriate asset identification tag.

Recommendations:

- None.



Carol A. Ash



Date