



BOARD ACTION REQUEST FORM

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SECTION 1: PURPOSE

The BOARD ACTION REQUEST FORM is designed to 1) enhance the orderly and efficient conduct of Committee and Board meetings; 2) serve as prior notice to all interested parties; 3) aid the Committee Chairs in meeting preparation; 4) provide the Departments with a mechanism for formal communication with the Board; and 5) aid in the creation of the official record of the meeting.

To request an item be added to a committee agenda, submit the completed FORM and all supporting documentation to the applicable Committee Chair for consideration at least 5 days prior to the meeting date/time.

SECTION 2: OVERVIEW

Subject: Chief Deputy Wage Adjustment Requested by: Amy Johnson

To Committee(s): Public Safety and Court Services Meeting Date(s) 08/14/2023

Action Requested (Select One): Motion Resolution Ordinance Contract Approval

Executive Session YES NO 5 ILCS 120/2(c) Exception: _____

Requestor's Recommended Action:

SECTION 3: PROPOSAL

Describe the action requested, including relevant background information, applicable statutory references, potential impact to the County and/or any other departments, and the proposed implementation timeline. Attach additional pages if needed.

I am requesting the County Board approve the attached Memorandum of Understanding between the Circuit Clerk and the Teamsters Local 722 for the Chief Deputy's wage adjustment of \$5,000.00 effective July 1, 2023. My Chief Deputy has worked for the County for a total of 21 years. In addition to management and leadership duties, she is also responsible for technology implementation with our case management system that impacts numerous departments in the Lee County Courts building.

Other offices within the County have an additional \$5,000.00 added to their base pay who hold the position of Chief Deputy. In addition, this is commensurate with our neighboring county's chief deputy clerk pay. And finally, with the memorandum of understanding between us and the Union, we do not have to reopen any negotiations to provide the Chief Deputy with her appropriate rate of pay.

SECTION 4: FINANCIAL IMPACT

Provide specific financial details including revenue or expenses associated with the request and if this is a one-time or recurring expense. If this is an unanticipated (unbudgeted) expense, explain the catalyst for the request. Attach relevant documents such as revenue/expense projections or vendor bids/quotes.

Budgetary Status (check all that apply): Cost of Proposed Action: _____

- This action has no budgetary implications.
- Funds are available in this FY budget. Line-item Description/Number _____
- Funds are not budgeted in this FY. Proposed funding source: County General
- If approved, funds will be requested for this action in next year's budget.
- This action will bring in additional revenue of \$_____ Line-item _____
- This action will reduce expenditures and/or be budget neutral.

MEMORANDUM OF UNDERSTANDING

Between the Circuit Clerk of Lee County and Teamsters Local No. 722

This Memorandum reflects the Understanding between the Circuit Clerk of Lee County and Teamsters Local No. 722 regarding a proposal presented by the Circuit Clerk to the Union on June 13, 2023 and revised on August 7, 2023. The proposal is to provide the current Chief Deputy Shannon Langloss a one-time wage increase while she is serving as Chief Deputy of \$5,000.00 added to her base pay effective July 1, 2023. This proposal is based upon Chief Deputy Langloss's years of experience, duties, and comparable positions and is contingent upon being approved by the County Board and contingent upon the necessary funding being provided by the County Board. The proposal does not re-open the current collective bargaining agreement or otherwise affect or impact the remaining employees covered under the current collective bargaining agreement. Both parties agree this proposal is in the best interest of the Circuit Clerk and the employees of the Circuit Clerk represented by Teamsters Local No. 722.

With the aforementioned understandings incorporated into this memorandum of understanding, the agreement is as follows:

Effective July 1, 2023, Chief Deputy Shannon Langloss's hourly rate is \$25.50. Said hourly wage rate will be reduced by \$2.40 if Chief Deputy Langloss is not working full-time or if she is not serving as Chief Deputy.

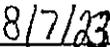
By signing this Memorandum of Understanding, the parties represent that they have the authority to execute and commit to the Memorandum of Understanding as outlined above.

Lee County Circuit Clerk (Amy Johnson)

Signature Date



Teamsters Local No. 722 (Ted Rowley)



Signature Date