

ILLINOIS STATE ASSOCIATION OF COUNTIES
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Board Of Directors Onboarding Report



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ABOUT ISACO



OUR STORY

The Illinois State Association of Counties (ISACo) is a statewide association whose mission is to empower county officials to provide excellent service to their residents.

ISACo member counties are comprised of forward-thinking public servants who recognize that the challenges confronting county governments require new and innovative ideas, collaborative solutions and collective advocacy at the state and federal levels of government.

REPRESENTATION

Counties are an essential partner in the federal, state and local governance partnership. To this end, ISACo represents county government as an institution and does not advocate on behalf of any specific county office.

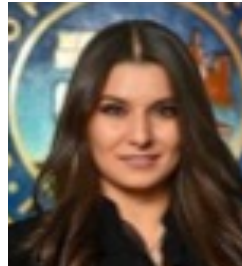
OUR VALUE

ISACo provides education and training opportunities, peer-to-peer networking, shared resources and robust representation before policymakers at various levels of government. ISACo creates and connects county officials to these opportunities and successfully equips them to make counties ideal places to live, work and play.

ISACO BOARD OF DIRECTORS



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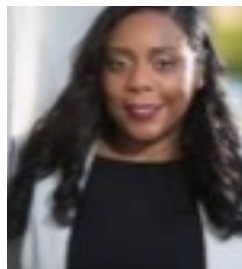
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ISACO MEETINGS & EVENTS



Board of Directors

Per ISACo Bylaws, the Board of Directors shall meet at least four (4) times per year. Meetings may be conducted in-person or electronically. In the case of ISACo, electronic meetings have been held via Zoom.



Executive Committee

Per ISACo's Bylaws, the Executive Committee meets upon the call of the President. The President shall also call a meeting of the Executive Committee upon request of any three (3) members of the Executive Committee.



Annual Meeting

Per ISACo's Bylaws, the Annual Business Meeting of ISACo shall be held on a date determined by the officers of the Board of Directors. Elected officials and staff members from ISACo member counties are invited to attend this event. ISACo may transact such business of ISACo as may properly come before ISACo at the Annual Business Meeting. ISACo has conducted the Annual Meeting as a luncheon held toward the end of the calendar year.



NACo Conferences

ISACo holds social events at both the NACo Legislative Conference in the winter/spring and the NACo Annual Conference in the summer. These events are luncheons or dinners for Illinois attendees at the conferences.

ISACO BYLAWS

Article I

Name and Principal Office

Section 1. Name

The name of the corporation is the Illinois State Association of Counties (“ISACo”).

Section 2. Principal Office

The principal office of ISACo shall be located in or near Springfield, IL.

Article II

Mission and Purpose of ISACo

Section 1. Mission Statement

ISACo strives to be the voice of all 102 counties in Illinois. ISACo is a highly visible civic force, with a diverse Board of Directors representing all corners of the State, providing leadership and services to ensure fair, effective, and efficient government for the good of all Counties and all the people of Illinois.

Section 2. Purpose of ISACo

ISACo serves as a forum to improve and promote the needs of County Government. ISACo provides a united voice for County Government by communicating the County perspective to state officials and the public, and counseling in the implementation of new laws. Its purpose shall include cooperation with its member counties in the development and improvement of their governments and to promote efficient county administration. ISACo provides education and training to County Board Members, Countywide Officials, and their staff. ISACo performs research and develops policy statements in the interest of County Government. ISACo shall provide such service and assistance to all Illinois Counties as may be determined by the Board of Directors and through the Executive Director.

ISACo is organized exclusively for non-profit purposes and will operate at all times in the manner contemplated by Section 501(c)(4) of the Internal Revenue Code as it now exists or its successor, or by such other provisions of such code as will accomplish its non-profit purposes.

Article III

Membership

Section 1. Classes of Membership

There shall be four classes of membership in ISACo (“Members”). The four classes or types of membership are active, associate, sustaining, and life.

Section 2. Eligibility

a) Active membership shall be open to:

- Any County in Illinois that has paid its membership dues (“Member County”); and
- Any county elected or appointed official from an Active County who seeks to participate in ISACo (“Active Member”);

- b) Associate membership shall be open to former Active Members and such other public officials as may be determined by the Board of Directors (“Associated Member”);
- c) Sustaining membership shall be open to those individuals, firms, associates, or corporations interested in supporting the purposes of ISACo (“Sustaining Member”);
- d) Life members shall include (“Life Members”)
 - Past Presidents of ISACo upon termination of their status as an Active Member;
 - Any former Active Member may, upon a vote of the Board of Directors, be awarded Life membership.

Membership in ISACo shall terminate when a Member County or Active Member of any class:

- a) Submits a written resignation to the Board of Directors;
- b) An Active Member ceases to be an elected or appointed official of an Active County;
- c) A Member County fails to pay the annual dues, assessments, or other financial commitments to ISACo. Any membership terminated for this reason may be reinstated when the financial obligation to ISACo has been fully discharged.

Article IV Meetings of ISACo

Section 1. Place of Meetings

Meetings shall be held at the principal office or place of business of ISACo or at such other suitable place convenient to the Members as may be designated by the Executive Director in consultation with the officers of the Board.

Section 2. Annual Business Meeting

The Annual Business Meeting of ISACo shall be held on a date determined by the officers of the Board of Directors. ISACo may transact such business of ISACo as may properly come before ISACo at the Annual Business Meeting. The notice of the Annual Business Meeting shall be given to all Members not less than fourteen (14) calendar days before the meeting and shall state the time and place of the meeting and include a preliminary agenda for the meeting. The notice shall also include instructions for the designation of an Official Representative and Alternate of a Member County for voting purposes.

Section 3. Special Business Meetings

Special Business Meetings may be authorized by the Board of Directors upon thirty (30) days notification to all member counties. The notice shall state the location and purpose of the meeting and the meeting shall convene its activities to the stated purpose.

Section 4. Quorum

Except as otherwise provided by statute, the Articles of Incorporation, or these By-Laws, at any Annual or Special Business meeting where one-fourth (1/4) of the Official Representatives or Alternates of the Member Counties are present shall constitute a quorum.

Section 5. Voting

At every Annual or Special Business Meeting voting shall be accomplished by a vote of the Official Representative or Alternate of Member Counties on any question or issue placed before the membership for consideration. A simple majority of votes cast by the Official Representative or Alternate of Member Counties shall determine any question brought up before such meeting unless the question is one upon which, by law, the Articles of Incorporation, or these By-Laws, a different vote is required, in which case, such provision shall govern and control.

Section 6. Designation of Official Representative and Alternate by Member Counties

Each Member County shall, for the purposes of voting at any annual or special meeting of ISACo, designate an Official Representative and Alternate. The Official Representative and Alternate for a Member County shall be appointed by the President, Chairperson, or County Executive, with the advice and consent of the County Board.

Article V Dues

Section 1.

The annual dues for Member Counties shall be prescribed by the Board of Directors. No change in the dues schedule shall become effective until it has been announced at the Annual Meeting. Membership dues shall be payable annually in advance at the beginning of ISACo's fiscal year, provided that any County not paying its dues by April 15 shall cease to be a Member County.

Article VI Board of Directors

Section 1. Board of Directors

ISACo shall be governed by a Board of Directors. Such Board shall be composed of County elected or appointed officials as follows:

- Four (4) Directors: Who are Active Members, appointed by the President of Cook County, Illinois;
- Three (3) Directors: Who are Active Members, appointed by a majority vote of the County Chairs and Executives from DuPage, Lake, Will, Kane, McHenry and Kendall Counties;
- One (1) Director: Who is an Active Member outside of the seven County Chicago Metropolitan area, appointed by the Board of Directors of the United County Councils of Illinois ("UCCI"). Should UCCI fail to appoint a Director by December 31 of each even numbered year, IACBM shall be allowed to appoint a second Active Member outside of the seven County Chicago Metropolitan area.
- One (1) Director: Who is an Active Member Outside of the seven County Chicago Metropolitan area, appointed by the Board of Directors of the Illinois Association of County Board Members (IACBM"). Should IACBM fail to appoint a Director by December 31 of each even numbered year, UCCI shall be allowed to appoint a second Active Member outside of the seven County Chicago Metropolitan area.
- One (1) Director: Who is an Active Member, appointed by a majority vote of the Large County Caucus;

One (1) Director: Who is an Active Member, outside of the seven County Chicago Metropolitan area, appointed by a majority vote of the Chairs of all affiliated organizations of elected or appointed County Officials.

One (1) Director: Who is an Active Member outside of the seven county Chicago Metropolitan area appointed by the President with the consent of the Board of Directors.

One (1) Director: Who is an Active Member outside of the seven county Chicago Metropolitan area or who holds a county-wide office other than that of chief county executive or county board chair appointed by the President with the consent of the Board of Directors.

The above distribution of members of the Board of Directors may only be amended by a positive vote of sixty percent (60%) of Member Counties, representing at least forty percent (40%) of the total population of the State of Illinois as determined from the most recent federal census.

Each Director shall attend at least a majority of the regular and special meetings of the Board of Directors. Any Director not attending the majority of the regular and special meetings of the Board of Directors during any calendar year, except for a long-term health related absence, military service, or acceptable emergency, shall be ineligible for re-appointment to the Board of Directors.

Section 2. Director's Terms

Every December 1, in even numbered years, or as soon thereafter as is practical, each member of the Board of Directors shall be reappointed as provided for above. The first such reappointment shall take place on December 1, 2018. However, the first reappointments of Board Members by the United County Council of Illinois and the Illinois Association of County Board Members and Commissioners shall not take place until December 1, 2020.

Section 3. Governing Powers and Duties

The Board of Directors shall have all the powers and duties necessary or appropriate for the administration of the affairs of ISACo and may do all such acts and things as are not prohibited by law, the Articles of the Incorporation, or these By-Laws.

The Board of Directors shall employ and fix the compensation of an Executive Director who shall serve at the pleasure of the Board of Directors. Provided however, that nothing in this section prohibits the Board of Directors to enter into a contract with the Executive Director specifying the terms and conditions of the employment of the Executive Director.

Section 4. Vacancies

Vacancies of any member of the Board of Directors shall be filled for the remainder of the unexpired term by the same process as the vacating member was originally appointed.

Section 5. Compensation

No compensation shall be paid to any Director for their services on the Board of Directors. Directors may be reimbursed for actual expenses incurred by them in the performance of their duties, and as approved by the Board of Directors.

Section 6. Regular Meetings

Regular meetings of the Board of Directors may be held at such time and place as shall be determined from time to time by the President, but at least four (4) such meetings shall be held during the fiscal year. Notice of

regular meetings of the Board of Directors shall be given to each Director in writing or email at least five (5) business days prior to the day named for such meeting. Any Active Member of ISACo may attend any regular meeting of the Board of Directors.

Any Director not able to attend any regular meeting of the Board of Directors shall directly notify, prior to the meeting, the Executive Director that they shall be unable to attend.

Section 7. Special Meetings

Special meetings of the Board of Directors may be called by the President on at least twenty-four (24) hour notice to each Director given in writing or by email, which notice shall state the time, place, and purpose of the meeting. Special meetings of the Board of Directors shall be called by the President in like manner and on like notice on the written request of at least four (4) Directors. Any Active Member of ISACo may attend any special meeting of the Board of Directors.

Any Director not able to attend any special meeting of the Board of Directors shall directly notify, prior to the special meeting, the Executive Director that they shall be unable to attend.

Section 8. Quorum

At all meetings of the Board of Directors, seven (7) Directors shall constitute a quorum.

Section 9. Voting Requirements

A super-majority of eight (8) Directors shall be required for the passage of any item before the Board of Directors, except where a larger number is required by law, by the Articles of Incorporation, by these By-Laws, or pursuant to a resolution adopted by the Board, for a specific type or specific types of issues or actions. If at any meeting of the Board of Directors less than a quorum is present, those present may discuss any issue but may not vote on any motion or resolution until a quorum is declared. A majority of those present at any meeting where less than a quorum is present may adjourn the meeting to another time. At any such adjourned meeting, any business which might have been transacted at the meeting as originally called may be transacted provided notice is provided as required herein.

Article VII **Executive Committee**

Section 1. Designation

The Executive Committee shall be composed of five (5) members and shall consist of:

- a) The elected officers of ISACo: President, Vice-President, Secretary and Treasurer
- b) The Executive Director of ISACo shall serve in an ex – officio capacity.

Section 2. Powers and Duties

The Executive Committee, between the meetings of the Board of Directors, shall have all the powers and exercise all the duties of the Board of Directors necessary or appropriate for the administration of the affairs of ISACo which may be lawfully delegated to it by the Board of Directors and are not by law or by the Articles of Incorporation or by these By-Laws directed to be exercised and done by the Member Counties.

Section 3. Meetings

Meetings of the Executive Committee shall be called by the President. The President shall also call a meeting of the Executive Committee upon request of any three (3) members of the Executive Committee. Notice of

meetings of the Executive Committee shall be given to each member of the Executive Committee in writing or by email at least five (5) days prior to the date of the meeting. Any Active Member of ISACo may attend any meeting of the Executive Committee, provided however, that the Executive Committee may go into executive session for any purpose.

Section 4. Quorum

At all meetings of the Executive Committee three (3) members of the Executive Committee shall constitute a quorum.

Section 5. Voting Requirements

A vote of three (3) Executive Committee Members shall be required for the passage of any item before the Executive Committee, except where a larger number is required by law, by the Articles of Incorporation, by these By-Laws, or pursuant to a resolution adopted by the Board or the Executive Committee, for a specific type of issue or action. If at any meeting of the Executive Committee less than a quorum is present, those present may discuss any issue but may not vote on any motion or resolution until a quorum is declared. A majority of those present at any meeting where less than a quorum is present may adjourn the meeting to another time. At any such adjourned meeting, any business which might have been transacted at the meeting as originally called may be transacted provided notice is provided as required herein.

Section 6. Committee Responsibilities

For Audit Purposes the Executive Committee Shall:

- a) Establish guidelines for the performance of an annual audit by a certified public accountant licensed by the State of Illinois.
- b) Recommend to the Board of Directors the retention of a certified public accountant licensed by the State of Illinois to perform the annual audit.
- c) Review the annual audit, make a report to the Board of Directors, and make a copy of the annual audit available to any Active Member upon request.

The Executive Director shall submit to the Executive Committee and, with the approval of the Executive Committee, shall employ and fix the compensation of persons selected to fill all positions of ISACo subject to the established pay ranges in the ISACo compensation system document as approved by the Board of Directors.

Section 7. Attendance by Phone or Other Device

Any member of the Executive Committee may attend the meeting by phone or other such device.

Any member so attending shall be counted for purposes of a quorum and may vote on any and all actions by the Executive Committee as if the member was there in person.

If a connection by phone, or other such device, ceases to function during the meeting, the President or Secretary shall attempt three (3) times to re-connect the member to the meeting. If the connection cannot be re-established, the record of the meeting shall reflect that the member was unable to further attend the meeting due to technical issues. If the member's inability to continue attendance breaks a quorum, no further votes of the Executive Committee may be taken. A majority of those still present may adjourn the meeting to another time. At any such adjourned meeting, any business which might have been transacted at the meeting as originally called may be transacted provided notice is provided as required herein.

Article VIII Officers

Section 1. Designation

The principal officers of ISACo shall be a President, Vice President, Secretary, and a Treasurer, who shall be elected by the Board of Directors from its voting members. No two offices may be held by the same person.

Section 2. Election of Officers

The Officers of ISACo shall be elected every December in even numbered years by the Board of Directors. If the Board of Directors fails to meet as specified or if they are unable at that time to elect any or all Officers for any reason, then the election of those Officers not elected shall be continued to the next meeting of the Board of Directors until all Officers are elected. Officers shall serve until their successors are elected. The President shall be limited to serving not more than three (3) consecutive terms. All the Officers of ISACo shall be members of the Board of Directors and shall enjoy full voting rights at all meetings of the Board.

Section 3. Qualifications

In order to be eligible to be elected as an Officer of ISACo, the individual must be appointed to the Board of Directors.

Section 4. President

The President shall preside at all meetings of ISACo, Board of Directors, the Executive Committee, and Business Meetings or Special Business Meetings. The President shall be Chair of the Executive Committee and shall have all the general powers and duties usually vested in the office of the President of a corporation or association, including the power to appoint members of any caucus, committee or task force as authorized with the approval of the Board of Directors.

Section 5. Vice President

The Vice President shall assist the President in the performance of the President's duties. The Vice President shall also serve as chair of the Legislative Committee.

Section 6. Secretary

The Secretary shall keep the records, including attendance, of all meetings of ISACo, the Board of Directors, and of the Executive Committee. The Secretary shall perform the duties and functions customarily performed by the Secretary of a corporation or association together with such other duties as may be prescribed by these By-Laws or by the Board of Directors. The Board of Directors shall appoint a staff member to serve as Assistant Secretary.

Section 7. Treasurer

The Treasurer shall cause to be maintained a full and accurate account of all receipts and disbursements. The Treasurer shall cause to be deposited all monies and other valuable effects in the same of and to the credit of ISACo in such depositories as may be designated by the Board of Directors. The Treasurer shall cause to be disbursed the funds of ISACo and shall render an account of all transactions as Treasurer and of the financial condition of ISACo whenever called upon to do so. The Treasurer shall comply in a timely manner with any reasonable request for financial information by an Active Member. The Board of Directors shall appoint a staff member to serve as Assistant Treasurer.

Section 8. Vacancies

If any office should become vacant for any reason during any year the following provisions shall apply:

- a) If the Office of the President becomes vacant, the Vice President shall assume the office of President for the remainder of the term of office.
- b) If the office of Vice President, Secretary, or Treasurer becomes vacant, the Executive Committee shall request the Board of Directors appoint a member of the Board of Directors to fill the vacancy for the remainder of the term of office.

Article IX Executive Director

The Executive Director shall manage the day-to-day affairs of ISACo under the general direction of the Board of Directors. The Executive Director shall employ and fix the compensation of the staff subject to the conditions imposed herein, and as approved by the Board of Directors. The Executive Director shall be responsible for the proper and efficient conduct of the work of ISACo. The Executive Director shall cause to be maintained accurate records and accounts of all transactions of ISACo. The Executive Director shall have the following duties:

- a) Submit an annual report to the Board of Directors and to the Members of ISACo;
- b) Prepare and submit to the Board of Directors for its approval an annual budget covering estimated receipts and disbursements of ISACo;
- c) Conduct the correspondence of ISACo;
- d) Mail notices of meetings to all Members;
- e) Collect and receive all monies due ISACo, and shall keep an accurate account thereof;
- f) Publish the official publications of ISACo; and
- g) Keep minutes of the Annual Business Meetings, Special Business Meetings, and all meetings of the Board of Directors and the Executive Committee upon request of the Secretary.
- h) Such other functions and tasks as assigned by the Board of Directors.

Article X Caucuses

Section 1. Caucus Powers and Duties

Each Caucus shall be a semi-autonomous entity working within the framework of ISACo. The Executive Director shall be an ex-officio member and attend all Caucus meetings, and ISACo shall support the Caucus with staffing and other necessities as it is able. The President or the President's designate, shall be an ex-officio member of all Caucuses, and may attend all Caucus meetings. While the Caucuses are semi-autonomous directing their own affairs and positions on issues, each Caucus shall strive to work collegiately with ISACo, the other Caucuses, Affiliates and Organizations. Unless a Caucus, Affiliate and Organization has an opposing position on an issue, each shall strive to support the position of the other Caucus or remain neutral on that issue.

Section 2. Caucus Position on Issues

After a Caucus votes on an issue pursuant to its own rules, the Caucus may take a position on any issue it deems advisable. The Caucus may direct its own lobbyist as it deems necessary to take a position on such issue. When taking a position on an issue with the State or Federal Governments, the Caucus must identify itself by its Caucus name, and not as ISACo.

Section 3. ISACo Support of Caucus Position

It is the policy of ISACo not to take a position on a matter unless that matter is germane to or has a direct impact on the core functions of County Government.

Section 4. ISACo Support of Caucus Position – Immediate Support

Any Caucus seeking ISACo to immediately take a position for or against any issue, shall notify the Executive Director. The Executive Director shall submit the issue to the Board of Directors by email, discuss the issue during a Board of Directors meeting or take a position consistent with ISACo's Legislative Policy document if applicable. The position shall be communicated by the Executive Director to other Caucuses and affected parties in a timely manner.

Section 5. Caucuses Established

ISACo Caucuses shall include the following:

1. **Cook and the Collar Counties Caucus ("CCCo")**, consisting of the elected President, Chair or Executive from the Member Counties of Cook, DuPage, Lake, Will, Kane, McHenry, and Kendall Counties. The Caucus shall be governed by their own rules or By-Laws. The Caucus shall pay additional dues for the retention of any staff or contractors whom they shall direct, and to defray ISACo's cost of the Caucus.
2. **Large County Board Caucus ("LCBC")**, consisting of the elected President, Chair or Executive, and one additional County Board Member or Commissioner from Member Counties with a population over 100,000 people as determined by the last federal census. The Caucus shall be governed by their own rules or By-Laws. The Caucus shall pay additional dues for the retention of any staff or contractors whom they shall direct, and to defray ISACo's cost of the Caucus.
3. **Rural Action Caucus ("RAC")**, consisting of the elected President, Chair or Executive, and one additional County Board Member or Commissioner from Member Counties with a population under 100,000 people as determined by the last federal census, and such other Member Counties who request to be a member. The Caucus shall be governed by their own rules or By-Laws. The Caucus shall pay additional dues for the retention of any staff or contractors whom they shall direct and to defray ISACo's cost of the Caucus.

Article XI Committees and Task Forces

The President shall recommend for Board approval such committees and/or task forces necessary or desired. The President shall present to the Board of Directors:

- a) The name of all committees to be established;
- b) A description of the responsibilities and functions of the committees; and
- c) The names of Active Members to serve as chair and vice-chair(s) of the committee.

At the Annual Meeting of ISACo, the President will announce to the membership the committees formed, and the chair and vice-chair(s). Any Active Member may serve on any committee established by the President. The Active Member shall submit their name to the Executive Director on the forms provided for same.

Committees shall meet as is necessary for the proper execution of their duties. The Executive Director shall assign such staff as is necessary and proper.

Committees shall report to the Executive Director on their progress and shall present reports to the Board of Directors and Membership at the Annual Meeting of ISACo.

Article XII **Organizations and Affiliates**

Section. 1 Recognition of Organizations and Affiliates

ISACo recognizes and acknowledges the United County Council of Illinois (UCCI), the Illinois Association of County Board Members (IACBM), and the Illinois Association of County Officials (IACO) as presently and historically organized and functioning, and their contribution to Illinois Counties.

Section 2. ISACo Will Not Provide, Broker or Sell Insurance

ISACo acknowledges that UCCI and IACBM both provide, broker or sell insurance to Counties and local governments. Accordingly, ISACo will not be a provider, broker or seller of Insurance of any kind to any entity.

Section 3. Recognition of Existing Affiliates

ISACo recognizes and acknowledges the many Affiliate organizations representing County elected or appointed Officers as presently and historically organized and functioning, and their contributions to Illinois Counties. These organizations include, but are not limited to, Affiliate Associations representing: Auditors, Assessors, Clerks, Clerks of the Circuit Court, Coroners/Medical Examiners, County Engineers, Regional Superintendents of Schools, Sheriffs, State's Attorneys, Treasures, and Veterans Commissions.

Section 4: Membership Board of Directors

In recognition of these organizations and Affiliates contribution to Illinois County Government, the following seats have been set aside on the Board of Directors:

One (1) Director: Who is an Active Member outside of the seven County Chicago Metropolitan area, appointed by the Board of Directors of the United County Councils of Illinois ("UCCI"). Should UCCI fail to appoint a Director by December 31 of each even numbered year, IACBM shall be allowed to appoint a second Active Member outside of the seven County Chicago Metropolitan area.

One (1) Director: Who is an Active Member outside of the seven County Chicago Metropolitan area, appointed by the Board of Directors of the Illinois Association of County Board Members (IACBM). Should IACBM fail to appoint a director by December 31 of each even numbered year, UCCI shall be allowed to appoint a second Active Member outside of the seven County Chicago Metropolitan area.

One (1) Director: Who is an Active Member, outside of the seven County Chicago Metropolitan area, appointed by a majority vote of the Chairs of all affiliated organizations of elected or appointed County Officials.

Section 5. Cooperation with Organizations and Affiliates

ISACo, its Officers, Board of Directors and staff shall cooperate with these Organizations and Affiliates to the extent the activities and objectives of the organizations are consistent with the activities and objectives of ISACo.

Section 6. Organization or Affiliate Position on Issues

As independent Organizations or Affiliates, each may take a position on any issue it deems advisable.

Section 7. ISACo Support of Position – Immediate Support

Any Organization or Affiliate seeking ISACo to immediately take a position for or against any issue shall notify the Executive Director. The Executive Director shall submit the issue to the Board of Directors by email, discuss the issue during a Board of Directors meetings, or take a position consistent with ISACo's Legislative Policy document if applicable. The position shall be communicated by the Executive Director to other Caucuses and affected parties in a timely manner.

Article XIII Amendments

Section 1. Procedure

Except as otherwise required by law, or as specifically provided for in these By-Laws, these By-Laws may be amended pursuant to the following format:

1. Any amendment to these By-Laws shall be considered and voted upon at an Annual Business Meeting of all Member Counties. Written Notice of the proposed amendment shall be given in writing or electronically by email, at least ten (10) days prior to such meeting, to all Member County Board Chairs, Presidents or Executives.
2. Any amendment of these By-Laws shall require an affirmative vote of sixty percent (60%) of Member Counties, representing at least forty percent (40%) of the total population of the State of Illinois as determined from the most recent federal census.

Section 2. Review of By-Laws

No less frequently than every five (5) years, the President, with the approval of the Board of Directors shall appoint a committee of ten (10) Active Members to review and make recommendations for any needed changes to these By-Laws.

Article XIV Fiscal Management

Section 1. Fiscal Year

The fiscal year of ISACo shall be the calendar year except that the first fiscal year of the corporation shall begin at the date of incorporation and end on December 31 of that year. The commencement of the fiscal year herein establish shall be subject to change by the Board of Directors with the prior written approval of the Internal Revenue Service.

Section 2. Books and Audits

The Books and accounts of ISACo shall be kept under the direction of the Treasurer by the Executive Director with the full knowledge of the Executive Committee.

Section 3. Execution of Corporate Documents

The Board of Directors shall by resolution provide for the procedures to be used for the execution of corporate documents on behalf of ISACo. The resolution shall specify the procedures to be followed to authorize and execute notes, contracts, checks and other means to disburse or pay for the obligations including a specification of the persons or positions that are authorized to approve or execute the various classes of disbursements, transactions, or functions.

Section 4. Fidelity Bonds

The Board of Directors shall require that all officers and employees of ISACo having custody or control of corporate funds furnish adequate fidelity bonds. The premiums on such bonds shall be paid by ISACo.

Section 5. Indemnity

Each officer, Director or employee of ISACo shall be indemnified by ISACo against expenses reasonably incurred in connection with any action, suit or proceeding to which the person may be made a party by reason of being or having been an officer, Director or an employee of ISACo, except in relation to matters as to which the person shall be finally adjudged in any such action, suit or proceeding to have been derelict in the performance of a duty as an officer, Director or employee.

Article XV Dissolution

Section 1. Dissolution

ISACo may be dissolved upon a vote of the Board of Directors.

Section 2. Distribution of Remaining Funds

Upon dissolution, and following the payment of any debts, all remaining income and assets, generated or held by ISACo, will be liquidated and distributed to its current members in proportion to the amount each member paid in dues, and from any payments received by ISACo because of the member including royalties, in the previous calendar year.

ISACO DUES STRUCTURE POLICY

Dues for membership shall be based upon population counts from the most recent and official decennial census count. The following dues formula was approved by the Board of Directors on May 31, 2018.

ISACo Basic Dues: \$300 + .006 cents per resident (.003 cents for Cook County)

**Cook and Collar
County Caucus:** \$25 per 1,000 residents (\$16,000 maximum)

**Large County
Caucus:** \$35 per 1,000 residents (\$7,000 maximum)*

*Counties with 100,000 or more residents.



ISACo TRAVEL REIMBURSEMENT POLICY

Article I Purpose

1. General

- a. To provide uniform and comprehensive instructions and guidelines for the reporting and documentation of travel expenses.
- b. To provide definitions for reimbursement of legitimate and necessary travel expenses in general conformance with Internal Revenue Service (IRS) requirements.
- c. To provide procedures for best practices to be followed for travel and the equitable and timely processing of travel expense reimbursements.

2. Applicability

This policy applies to expenditures of ISACo funds by ISACo Board Members and other persons authorized to travel by the ISACo Board of Directors ("Board").

3. Authorization to Travel

- A. ISACo Board Members shall be reimbursed for travel expenses when travel is necessary to conduct ISACo business and promote ISACo goals/programs. This includes travel to all ISACo sponsored events, and events where *Nationwide* is a sponsor and ISACo's presence is necessary or advisable, or the National Association of Counties (NACo) defined compensation program is involved.
- B. All duly appointed or elected NACo Board Members from the State of Illinois will be reimbursed for their travel expenses pursuant to this policy to the NACo Fall Board of Directors meeting.
- C. Any other person seeking to travel on ISACo business must be approved by the ISACo Board prior to travel. If approved, reimbursement of such travel shall be pursuant to this policy.
- D. Under circumstances where it is not possible to obtain prior approval to travel, approval may be obtained by the written approval of the President, Secretary/Treasurer, and two (2) other ISACo Board Members.

4. Travel for ISACo Business

- a. Travel to business meetings, conferences, etc., in the direct interest or benefit to ISACo, at which the attendance of an ISACo representative or representatives is considered necessary for the development, execution, or maintenance of a course of action by ISACo.
- b. Travel required to appear before Congress, the Legislature, governmental bodies, their committees or sub-committees or any other official body or organization. Includes attendance at professional conventions where pending or contemplated legislation is to be reviewed or discussed which, if enacted, would affect the interest of ISACo.



- c. Commuting to and from a person's normal place of business does not constitute travel.

Article 2 Policy

1. General

- A. It is the policy to reimburse allowable, authorized expenses incurred in the performance of ISACo duties, within the budgetary constraints established by the ISACo Board.
- B. ISACo sets the mileage reimbursement rate to the approved IRS rate.
- C. Persons traveling under this policy are expected to exercise good judgment and proper regard for ISACo funds when incurring travel expenses and when representing ISACo. Personal items and other non-business/non-professional related expenses will not be reimbursabl
- D. Any deposit, pre-registration fees or other pre-tip costs that are lost or forfeited due to an alteration in the approved traveler's plans, other than those caused by emergencies of work or family, shall not be reimbursed.
- E. It is ISACo policy that persons receiving reimbursement for expenses from ISACo shall not receive reimbursement for the same expense from any other public or private source.
- F. No alcoholic beverages will be reimbursed.

2. Documentation/Reimbursement Timing

- A. Lodging/Transportation
Copies of lodging/transportation receipts must be submitted as documentation in order for expenses to be reimbursable. In all cases, the detailed lodging bill and actual transportation ticket are required. Charge card receipts or charge card summaries are not acceptable for these reimbursements.
- B. Ground transportation, etc...
Cash receipts, and individual charge card receipts are acceptable for cabs, limousines, parking, etc...
- C. Receipt Requirements
All receipts must show method of payment and that the services were paid for in full. For non-cash payments, receipt must show the name of the payee.
- D. Timing
All travel reimbursement requests should be submitted within sixty (60) days of the initiation of travel.

3. Reduced Fare Travel Promotions

In order to minimize ISACo's total cost per trip, travelers are encouraged to maximize the use of reduced-fare promotions. While travelers are not normally permitted to leave early or stay longer than designated business requires, they are encouraged to take advantage of reduced fares whenever possible. This may mean leaving in advance, or possibly staying longer. This lengthened stay may be permissible when it can be documented that the net effect is a lower total cost for a trip.

4. Conference and Registration Fees

Actual registration fee reimbursement is allowed for authorized attendance. Advance

registration should be used where the amount of the registration fee increases as the date of the event approaches.

5. Mode of Transportation

Local and long-distance modes of transportation to destinations authorized for travel include automobiles, airlines, railroads, taxi cabs and limos. In all cases, travel should be by the most economical mode available considering travel time and other requirements.

6. Routing of Travel

Travel shall be by the most direct route. Travel by other routes is allowed when required by the individual's official duties, safety considerations and unusual circumstances.

7. Commercial Transportation

Individuals will be reimbursed for actual and necessary costs of transportation by airline, railroad or other common carrier following these guidelines:

- A. Commercial Common Carriers
Use of common carriers such as airlines, trains and buses will be reimbursed at actual cost of the most common rate. In all cases, a traveler shall attempt to secure the lowest fare available given scheduling requirements.
- B. Taxicab Fares
Taxicab fares are reimbursable. Receipts for fares are required unless splitting of fare with other riders makes it impractical to obtain. If free van, bus or shuttle service is available and convenient, they are recommended for use in lieu of taxicab or limos.
- C. Limousine Service
Use of limousine service is reimbursable when there is an economic cost benefit compared to the use of alternative transportation including parking costs.
- D. Vehicle Rentals
Rental vehicle reimbursement is limited to:
 - 1) Situations occurring where the traveler's final destination is remote to the transportation terminal and there is no other cost-effective conveyance from the common carrier terminal.
 - 2) Situations where there are three or more travelers and it is cost effective to rent a vehicle in lieu of the total actual roundtrip cost of the taxi, limo, etc., for each traveler.
 - 3) Situations where timely flight connections can only be made by utilizing a short-term car rental

8. Personal Automobile

The use of a personal automobile for ISACo business is permitted when such use is necessary or desirable due to a lack of other convenient means of transportation or is otherwise advantageous to ISACo.

- A. Reimbursement Rate
Personal automobiles mileage reimbursement will be the prevailing IRS mileage rate.
- B. Long Distance Use
Reimbursement for long distance trip auto mileage shall be the lower of coach air fare (plus the cost of associated ground travel to and from the airport and hotel) or

the actual miles times the IRS prevailing rate per mile.

C. Incidental Auto Expenses

Certain costs associated with the use of vehicles are reimbursable. The cost of automobile parking fees, bridge, road and tunnel tolls shall be allowed. The fee for parking a vehicle at a common carrier terminal, or other parking area, while the traveler is away shall be allowed only to the extent that the fees, plus the allowable mileage reimbursement to and from the terminal area, does not exceed the estimated cost for use of a limousine or taxi to and from the terminal. Receipts or a printout of an I-PASS account showing time and date are acceptable for reimbursement of tolls paid.

9. Lodging Allowance

It is the responsibility of each individual to request the lowest lodging rate available at the time of making the reservation. Special seminar, conference or government rates shall be sought.

- A. Lodging reimbursement shall be at actual cost consistent with facilities available and proximity to the location of a conference, seminar or business meeting.
- B. Lodging provided by a friend, relative or non-invoicing organization is not reimbursable.
- C. The number of nights for which a traveler may obtain reimbursement will be limited to the number necessary to conduct ISACo business. For those conferences/meetings that begin in the morning, arrival the night before the conference is reimbursable. For conferences which end after 5:00 p.m., lodging expenses for that night will also be reimbursed.
- D. Longer stays where lodging is reimbursable are permitted if they result in a savings in transportation costs. The traveler requesting the reimbursement must document the net savings if longer stays are requested, including the lodging expense and meals.
- E. It is not prudent to use ISACo funds for overnight lodging within 100 miles of the traveler's home; therefore it is not normally reimbursed.

Exceptions to this policy would be:

- 1. If documented business meetings extend past 8:00 p.m., and then resume again at 8:00 a.m. the next morning.
- 2. If weather conditions make a return trip unsafe, then an overnight stay may be reimbursable.

10. Personal Items

Personal items such as movie rentals, clothes cleaning, toiletries, etc., are not reimbursable.

11. Meal Allowance (Per Diems)

ISACo's per diem rate for overnight travel shall be \$80 per day, for every day, including travel days, the traveler is away from their home or office for more than 6 hours on ISACo business.

12. Cap on Travel Reimbursement

Shall be set forth in ISACo's Annual Budget.



13. Special Authorization to Travel

The policy set forth herein may be superseded in special circumstances by a majority vote of the Board.

ISACo BOARD MEMBER CONFLICT OF INTEREST POLICY

Article I Purpose

The purpose of the conflict-of-interest policy is to protect ISACo's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of ISACo or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict-of-interest applicable to nonprofit and charitable organizations.

Article II Definitions

1. Interested Person

Any director, officer, or member of any committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

2. Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- A. An ownership or investment interest in any entity with which ISACo has a transaction or arrangement,
- B. A compensation arrangement with ISACo or with any entity or individual with which ISACo has a transaction or arrangement, or
- C. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which ISACo is negotiating a transaction or arrangement.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

3. Compensation

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

Article III Procedures



1. Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

2. Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

3. Procedures for Addressing the Conflict of Interest

- A. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion and vote on the transaction or arrangement involving the possible conflict.
- B. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- C. After exercising due diligence, the governing board or committee shall determine whether ISACo can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- D. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in ISACo's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

4. Violations of the Conflicts of Interest Policy

- A. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- B. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and collective action.

Article IV Records of Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

- A. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing boards or committee's decision as to whether a conflict-of-interest in fact existed.
- B. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Article V Compensation

- A. A voting member of the governing board who receives compensation, directly or indirectly, from ISACo for services is precluded from voting on matters pertaining to that member's compensation.
- B. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from ISACo for services is precluded from voting on matters pertaining to that member's compensation.
- C. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from ISACo, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Article VI Annual Statements

Each director, officer and member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

- A. Has received a copy of the conflicts-of-interest policy,
- B. Has read and understands the policy,
- C. Has agreed to comply with the policy, and
- D. Understands that ISACo is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Article VII Periodic Reviews

To ensure ISACo operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- A. Whether compensation arrangements and benefits are reasonable, based on competent survey information and the result of arm's length bargaining.
- B. Whether partnerships, joint ventures, and arrangements with management organizations conform to ISACo's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

Article VIII Use of Outside Experts

When conducting the periodic reviews as provided for in Article VII, ISACo may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

ISACo LEGISLATIVE PROGRAM FAQs

Does ISACo utilize lobbyists?

ISACo member counties benefit from the services of several lobbyists. ISACo's Executive Director is a registered, full-time lobbyist and the others are retained via contract. Member counties are well-served by the cumulative knowledge and experience of these lobbyists and they offer tremendous value because each county shares the cost for their services.

What is the value of ISACo's legislative program if my county already has a contract lobbyist?

A contract lobbyist can be very effective in assisting a county with specific priorities. For example, securing grant funding, passing legislation to facilitate infrastructure projects unique to the county and working in support of specific issues of importance to county officials in that county. For this reason, retaining a contract lobbyist can provide a solid return on investment. ISACo encourages counties to retain a contract lobbyist if doing so makes sense.

The difference between ISACo's legislative program and the services provided by a contract lobbyist is a matter of focus and scope. Contract lobbyists must allocate their limited time among multiple clients across a variety of industries and interests. ISACo has one client and that client is county government. This singularity means that ISACo can focus exclusively on maintaining a more substantive engagement with the hundreds of bills that are of interest to counties, not just the handful of bills that may be priorities for a single county.

Contract lobbyists work diligently on the handful of issues for which they are assigned by the contracting county. ISACo ensures that the General Assembly and Governor are made aware of how hundreds of other bills will impact county government. This matters a lot.

Ideally, a county will maximize its influence through ISACo membership and utilization of a contract lobbyist.

How does ISACo formulate a legislative agenda?

Having a proactive legislative agenda that includes introduced bills is essential for a successful legislative program. ISACo encourages our member counties to submit legislative proposals for consideration by the Legislative Committee and Board of Directors. Proposals approved by both the Legislative Committee and Board of Directors become ISACo's proactive legislative agenda and sponsorship of each proposal by a legislator is secured by ISACo.

How many bills does ISACo track?

ISACo staff reviews every introduced bill, amendment and resolution and places legislation of interest to counties on our tracked bill list. This process takes a considerable amount of staff time but ensures that county leaders have an available resource to learn about possible changes to state law that would impact their counties. In 2022, ISACo tracked about 300 bills and took official positions of support or opposition more than 100 times.

How is ISACo tracked legislation made available to counties?

In 2020, ISACo invested financial resources into the development of a tracked bills feature that is available on our website.

This feature identifies all ISACo tracked legislation and allows ISACo staff to add value to the tracked bills by including our position, whether a bill would create a state mandate, preempt local authority and/or reduce county revenues. This additional information expands knowledge about each bill and strengthens our legislative advocacy efforts. Bills are searchable by typing the bill number into a field, by bill number, by policy



category, by impact (state mandate, authority preemption, revenue loss, etc.) and by ISACo's position on the bill.

ISACo's tracked bill feature saves counties staff time and related costs associated with reviewing the thousands of bills introduced each year. ISACo reviews each bill and organizes them into a user-friendly and digestible format for county officials and staff.

How does ISACo keep county officials informed about what's happening during the legislative session?

ISACo prioritizes frequent and regular communication with counties about legislative activity and other issues involving state and federal government. In 2021, ISACo published 44 of our *News and Views* e-newsletters. These newsletters, which are sent to officials in every Illinois county, are a valuable source of information specifically tailored toward county officials. Any county official not receiving this communication can request to be added to the distribution list by e-mailing ISACo at info@isacoil.org. We also encourage a quick check of your spam folder to make sure the *News and Views* e-mail isn't being blocked.

In addition to our regular communications, ISACo publishes *Position Statements*, *Fact Sheets* and *Policy Briefs*. These resources are available on our website.

How does ISACo determine what positions to take on legislation?

Generally speaking, ISACo bill positions reflect ISACo's *County Platform*. Each year the ISACo Legislative Committee and Board of Directors review the *County Platform* and consider amendments as needed. The *County Platform* allows for transparency and guides ISACo staff when evaluating and taking positions on legislation. Amendments to the *County Platform* can be offered by ISACo member counties at any time and will be placed before the Legislative Committee and Board of Directors for consideration. The *County Platform* is available on ISACo's website.

Per the Bylaws, ISACo will refrain from taking a position on an issue "unless that matter is germane to or has a direct impact on the core functions of County Government."

Does ISACo seek to influence legislation introduced by legislators and entities other than ISACo?

An important aspect of ISACo's legislative program involves suggesting county-friendly amendments to introduced legislation. ISACo works with legislators and their staff members to improve various bills to benefit counties or eliminate/reduce harmful impacts.

What are ISACo's core tenets?

ISACo's core tenets are included within the Association's *County Platform*. The four core tenets are local control, protecting county revenue sources, opposing unfunded mandates and promoting ethical and responsive governance.

Do counties in different regions have enough in common to be part of a unified legislative program?

The belief that counties within the state's various geographic regions have little in common with respect to public policy is a myth that has undermined county unity in Illinois. A key role played by ISACo is to curate an issue set that includes the vast array of issues pertaining to the preservation of local control, protection of local revenues and freedom from unfunded state mandates. These issues are reflected within ISACo's *County Platform*.



What does ISACo do if counties have different positions on a legislative issue?

On occasion, two or more counties may have a difference of opinion of how a bill may affect them. One county may support the bill while another county is opposed. In these situations, ISACo refrains from taking a position on the issue as long as we are aware of the disagreement. The exception to this restraint would be if ISACo's neutrality is contrary to an ISACo core tenet or policy position as established by the Board of Directors. In such instances, ISACo will support the *County Platform*.

Does ISACo take positions on legislation where disagreements exist between different county offices?

ISACo represents counties as an institution and not specific county offices. ISACo will take positions on legislation that benefits statutory county offices, but not if the legislation is considered adverse to other county offices.

Does ISACo's advocacy include federal issues affecting counties?

ISACo works closely with the National Association of Counties (NACo) to identify and advocate on federal issues pertinent to counties. ISACo communicates these issues to our members in official publications. ISACo is also the county association in Illinois that makes appointments to NACo policy steering committees. This ensures that Illinois county officials play an important role in shaping NACo's federal advocacy agenda. ISACo communicates county priorities with the Illinois Congressional Delegation.

ISACo COUNTY PLATFORM

ISACo's *County Platform* is reviewed annually with proposed modifications and amendments approved by the Legislative Committee and Board of Directors. The *County Platform* reflects the position of the Association on public policy issues and instructs staff on what public positions to take on introduced legislation affecting counties. **Per the Bylaws, ISACo will refrain from taking a position on an issue "unless that matter is germane to or has a direct impact on the core functions of County Government."** The purpose of this standard is to ensure that ISACo only engages on issues for which there exists a broad consensus among county officials statewide.

ABOUT ISACo

The Illinois State Association of Counties (ISACo) was founded in 2018 and serves as a forum to improve county government by identifying needs and solutions.

The purpose of the Illinois State Association of Counties is as follows:

- Provide a united voice for county government by communicating the county perspective to state officials and the public.
- Counsel its members about the implementation of new laws.
- Provide education and training for county board members, countywide officials and their staffs.
- Perform research and develop policy statements in the interest of county government.
- Deliver services and assistance to all Illinois counties.

ISACo seeks to accomplish the following:

- Unite Illinois counties and promote the best practices and policies in the administration of county government for the benefit of the people of Illinois.
- Serve as a central organization for information and research, for the collection, analysis and dissemination of data relating to county government.
- Devise, promote and maintain practical and financially sound policies and programs for the efficient administration of county government.
- Develop and promote legislation fostering efficient administration of county government.
- Cooperate and collaborate with federal, state and local governmental agencies and other organizations in developing, promoting and maintaining efficient and financially sound county government.
- Create official publications on behalf of ISACo as appropriate.
- Engage in activities and contracts to accomplish any one or more of the nonprofit purposes of ISACo.

ISACo is always organized exclusively for nonprofit purposes and will operate at all times in the manner contemplated by section 501C4 of the Internal Revenue Code as it now exists or its successor or by such other provisions of such code as will accomplish its nonprofit purposes.

MISSION STATEMENT

ISACo strives to be the voice of 102 counties in Illinois. ISACo is a highly visible civic force with a diverse Board of Directors representing all corners of the state, providing leadership and services to ensure fair, effective and efficient government for the good of all counties and all the people of Illinois.

CORE TENETS

- Preserve and Expand Local Control
- Protect County Revenue Sources
- Oppose Unfunded Mandates
- Promote Ethical and Responsive Governance

LEGISLATIVE POLICY STATEMENTS

County Authority

- Supports legislation to expand the authority of counties to address local issues.
- Opposes the federal and state abrogation of rights and responsibilities more appropriately vested with counties.

County Revenue and Taxation

- Opposes legislation reducing state-shared revenues received by county governments.
- Supports the restoration of Local Government Distributive Fund (LGDF) revenues to a full 10% of the State Income Tax.
- Opposes the continued diversion of Corporate Personal Property Replacement Tax (CPPRT) revenue.
- Supports repeal of the 1.5% administrative fee assessed by the state for the collection of locally imposed sales taxes.



- Opposes enactment of property tax exemptions that reduce local revenues;
- Opposes reductions to county taxation authority.
- Supports the continued federal tax exemption for municipal bonds.
- Supports federal enactment of legislation allowing for the collection of taxes on out-of- state sales transactions.
- Supports legislation authorizing all counties to impose a local Motor Fuel Tax (MFT) for transportation funding purposes.

Courts

- Opposes legislation removing or reducing court fees that does not include provisions to make the removal or reduction cost neutral to counties.

Elections

- Opposes mandates expanding the duties and responsibilities of local election authorities without the inclusion of funding to offset additional costs created by the mandates.
- Supports legislation that creates efficiency and cost savings for the administration of elections while protecting the right of eligible citizens to vote.

Environment

- Supports preservation of county interests in Waters of the U.S. (WOTUS) regulations.

General Governance

- Supports changes to the statutes governing the dissolution of townships to provide counties with the authority to accept or reject the absorption of township duties and obligations while addressing essential policy considerations that arise following a county accepting the duties and obligations.

Health and Human Services

- Supports legislation to restore Medicaid and Children’s Health Insurance Benefits (CHIP) for local jail inmates awaiting trial.
- Supports increased state and federal funding of public health departments.
- Opposes unfunded mandates requiring counties to collect used or unused pharmaceuticals and supports policies requesting that counties work in cooperation with the state and pharmaceutical companies for safe disposal.

Labor and Personnel Benefits

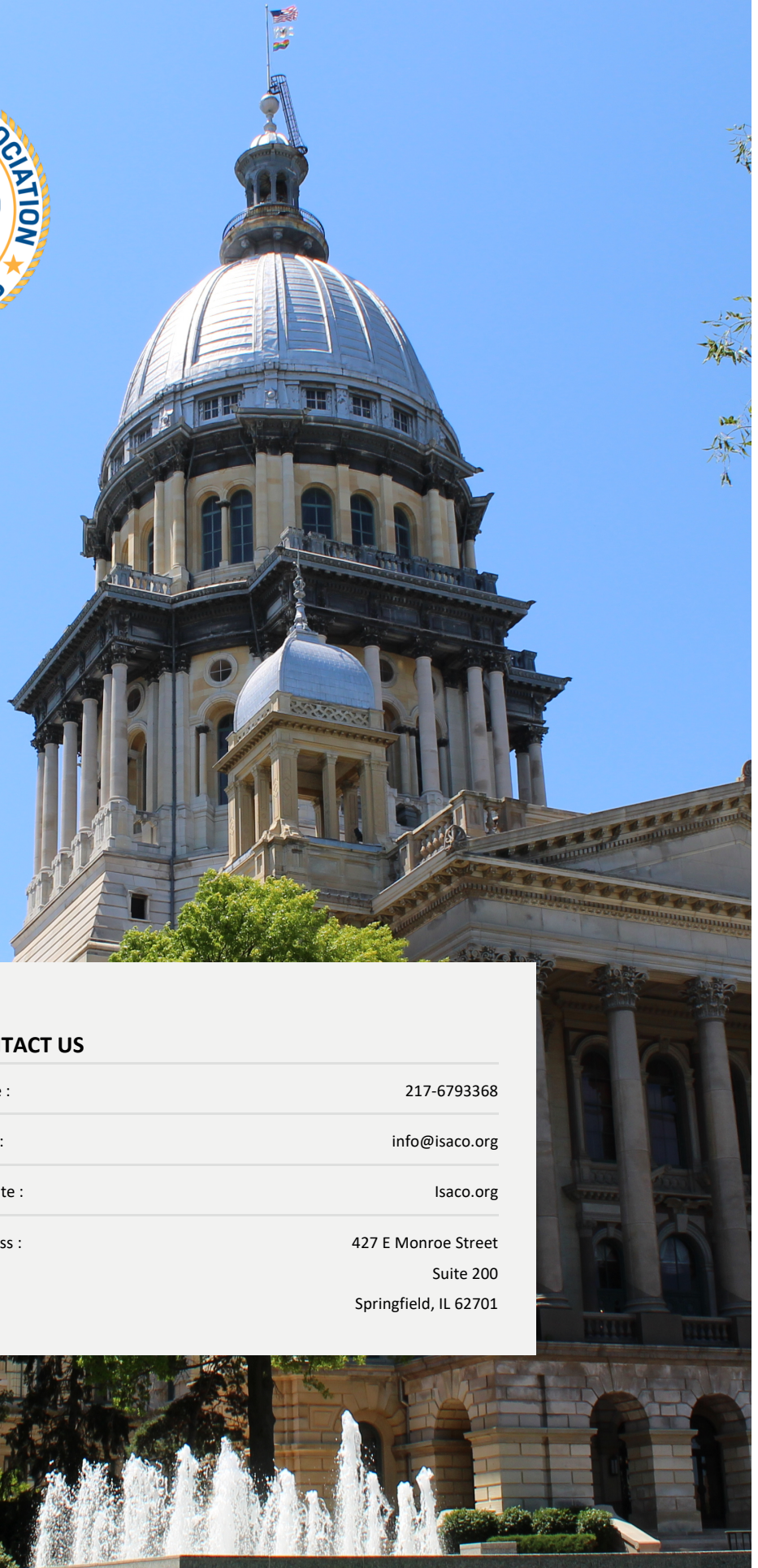
- Supports local control over county employment matters.
- Opposes legislation that increases public employee benefits or expands eligibility for benefits without providing state money to offset increased costs.
- Supports legislation authorizing county board participation in collective bargaining negotiations when the county board is responsible for appropriating money to fund the wages and benefits agreed to by the parties.

Public Records and Notifications

- Supports legislation that allows for statutory reporting requirements and Freedom of Information Act (FOIA) requests to be fulfilled through the availability of information on a county website.
- Opposes notification requirements that are duplicative and superfluous.
- Opposes legislation that increases penalties and consequences for unintentional violations of FOIA or the Open Meetings Act (OMA).
- Supports legislation authorizing county boards to establish remote meeting participation policies.

Transportation and Infrastructure

- Supports inclusion of county priorities in federal infrastructure package or surface transportation reauthorization.
- Supports preservation of local zoning authority in the deployment of next generation telecommunications and opposes federal limitations of such authority.
- Supports federal efforts to improve the accuracy of the Federal Communications Commission (FCC) Broadband Mapping Data.
- Supports reauthorization of the National Flood Insurance Program (NFIP).
- Supports legislation intended to prevent escalating infrastructure project costs resulting from delays caused by utilities with facilities within the project area that need to be relocated in a timely manner.



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