

**LAKE COUNTY
BOARD OF COMMISSIONERS**

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TO: Commissioner DuPey
Commissioner Clay

**From: Commissioner Scheub,
President**

Date: September 26, 2005

Re:

CC:

Please find my report to you of August 24, 2004. My proposal at that time was to eliminate take home vehicles for approximately 28 employees. Not included was the Highway Department, uniformed County Police, special assigned officers (plain clothed), HIDTA and County Parks Department.

I am proposing that we cease take home county vehicles effective November 12, 2005. These vehicles will only be used by employees and elected officials during normal county employment hours. As we have many employees and elected officials currently receiving mileage for using personal vehicles (40.5 cents per mile). It is reasonable to have all civilian employees and elected officials operate under the same system. (Excluding the Coroner, Sheriff, and Prosecutor). Federal Government moved mileage to 45.5 cents per mile on September 1, 2005.

My motion on proposed elimination of take home vehicles died for a lack of a second back in 2004. Once again I am proposing the elimination of the following take home vehicles as the cost of vehicle use has to be controlled during this most difficult financial problem facing Lake County.

<u>OFFICE</u>	<u>NUMBER OF VEHICLES EFFECTED</u>	
1. Emergency Management	1 vehicle	Chief Deputy
2. Surveyor	7 vehicles	Surveyor & 6 employees
3. Public Works	1 vehicle	Director
4. Engineering Department	1 vehicle	Building Manager
5. Community Development	2 vehicles	Director & Assistant Director
6. Coroner	2 vehicles	Chief Deputies
7. Solid Waste	3 vehicles	Attorney & 2 employees
8. Highway Department	1 vehicle	Engineer
9. HIDTA	2 vehicles	All civilian employees
10. Sheriff	8 vehicles	All civilian employees, Warden, Assistant Warden
Total	28 vehicles	

Balance of all personnel with take home vehicle privileges (employees and elected officials) must not allow others to drive their County assigned vehicle at any time. The County Commissioners will follow up vehicle use requirements within the next 30 days after total review with Elected Officials and County Attorneys.

Sincerely.

I would like to make several reduction is staff effective January 1, 2006.

The reductions are as follows:

1. Elaine Hough's Position – Eliminate 16986-002
2. Security position – Eliminate one position 17709-001

Our Staff consists of 12 employees and security consists of 3 employees. This reduction of the employees reduces our staff by 13%.

Elaine's position is currently open as she took employment with the County Surveyor. Security can be reduced by one due to work needs. These reductions will not have a negative effect in our office performance. We can also, if need be, cross train Nancy, Cheryl, Gerrie, and Jenny in each of their positions.

With the savings from these two positions and some additional funding, I would request seeking the approval to employ through contract a Human Resource Administrator starting in 2006.

This letter if approved to eliminate two positions and add a Human Resource Director would do must to stream line our hiring practices to insure the most qualified personnel from the public sector to service the taxpayer of Lake County. We would then be able to set hiring requirements on a consistent basis for all Departments of Lake County Government.

Sincerely