# Fiscal Year 2012/2013 Budget
# Program Description

## County Board/Administration

**Department Mission Statement:**

McHenry County Government is dedicated to providing the highest quality service for the continuing improvement of the health, safety, and welfare of the people in McHenry County. We support representative and orderly government to ensure social and economic justice.

| Program Description (By OCA Code) | Customers Served | Mandated Service | Funding Source |
|---|---|---|---|
| **OCA: 120005 County Board/ OCA: 180010 Administration** - The County Board is a legislative body with primary responsibility for the unincorporated area of the County. It is empowered to pass resolutions and ordinances, to appropriate funds for the conduct of County business, and to exercise oversight of various administrative functions and agencies. When acting in their legislative capacity, the Board is organized into standing committees, each of which is responsible for one or more functions. The County Board members represent their constituencies while at the same time looking to the larger interests of the County as a whole. Members share the responsibility of raising policy questions, approving the County budget, overseeing the general operations of the various County agencies, and contributing to the discussion that is part of the parliamentary process. The governmental and service functions performed by the County are broken down into two broad categories: (1) functions that are mandated by State law or constitution, and (2) the much more numerous categories of optional functions that the Board may choose to implement.<br>**Mandatory Functions -** Mandatory functions to be performed by the County Board include:<br>• **Procedures** – Elect a chairman to conduct meetings, hold meetings at prescribed times, and publish a report of each meeting.<br>• **Facilities** – Furnish space, fixtures, fittings, and other necessary equipment for other County offices. This includes providing a courthouse, a jail and other buildings as necessary for the operation of the offices of the courts and other offices.<br>• **Finance** – Adopt a budget each year in which appropriations and tax levies are made to cover expenditures for various County offices and functions.<br>• **Claims** – Evaluate and approve all claims made on County funds, including legal settlements.<br>**Discretionary Functions -** Discretionary functions that are allowed under Illinois Statutes include:<br>• **Property** – Purchase and maintain all County-owned property for service delivery functions.<br>• **Management of Funds** – Assume general responsibility for obtaining and administering federal funds, levying taxes, and issuing bonds.<br>• **Health and Safety** – Establish authority in the area of public and environmental health and safety, such as implementing a board of health, creating a liquor board, providing various emergency services, engaging in environmental health activities and similar activities.<br>• **Land Use** – Engage in land use planning and zoning, including participation in regional planning, and may regulate in the area of building and safety codes, building permits, and subdivision regulations.<br>• **Transportation** – Provide for the construction of highways, roads, bridges, lighting, and culverts.<br>• **General Administration** – Establish a County Administrator function to carry out all directives of the Board and to enforce all orders, resolutions, ordinances and regulations relating to the internal operations of the County government as adopted by the Board.<br>• **Grant Coordination** – provide departmental support for the identification, development and submission of grant applications | Citizens of McHenry County All Departments | 55 ILCS5/2-3002 | General Fund |
| **Risk Management (OCA: 180320)**<br>• **Administer –** worker compensation, health and wellness programs, ergonomics, inspection and accident investigation, safety inspections/OSHA compliance, safety programs and promotion, safety training, security issues, risk financing, property and casualty claims administration, and tort management. | | OSHA, ADA, PEDA, IL Dept. of Labor, IL Dept. of Transportation, IL. Dept. of Employment Security, Workers Compensation Act. | Risk Management |