



# Secretary to the Board of Commissioners

## FY2014 Budget Presentation

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October 21, 2013



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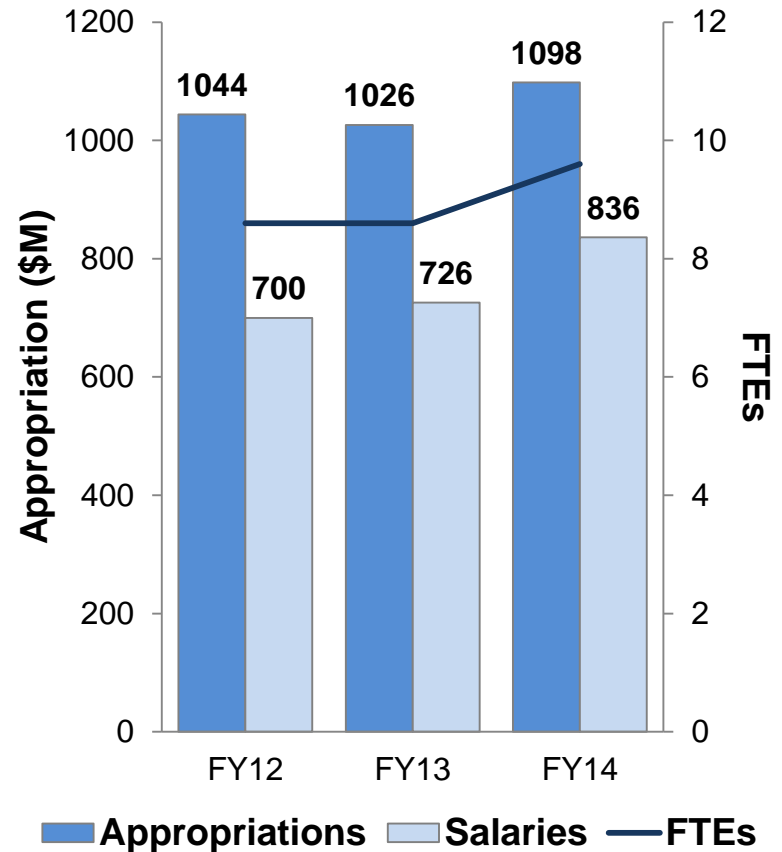
### Mission

We exist to:  
provide legislative support and information for the Cook County Board of Commissioners, the President, all elected officials, agencies and departments of the county and members of the public...

In order for:  
those entities to present items before the Board for consideration and provide information and opportunity for public comment regarding the proceedings and policies of the Board and its committees...

So that:  
the legislative process in the County of Cook will be efficient, effective and transparent.

### Budget and staffing



# Secretary to the Board of Commissioners – FY2014 budget highlights

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- Consolidates the functions of agenda management and production within the Secretary to the Board office using the new Legistar system.
- Works with the Bureau of Technology, expands use of iPad devices for Commissioners to move closer to a paperless distribution system.
- Adds the function of legislative research and drafting through transfer of an existing Shakman exempt employee from another department who historically performs this function.
- Eliminates the Professional Services line item in the Secretary Budget for FY2014.
- Creates a new website, scheduled for FY2014 launch, which will provide greater access to legislative data for the public and the Board.
- Provides legislative staff support for over 230 meetings of the County Board and its Committees and the Forest Preserve District and its Committees.
- Provides live streams and archived video for a projected 183,000 unique views over the next fiscal year.

## Accomplishments

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- Replaced 1996 and 2007 legislative document management systems which did not speak to one another with Legistar, a unified agenda and legislative database providing greater electronic access to the legislative record of the County Board.
- Trained over 200 County employees and all County departments on the new Legistar system.
- Training outside attorneys to utilize online version of Legistar to convert the system for presenting court orders to the Finance Committee to an electronic submittal of documentation.
- Provided legislative staff support for over 230 meetings of the County Board and its Committees and the Forest Preserve District and its Committees.
- Live streams and archived video have had over 275,000 unique views since the inception of live streaming in April 2012.