

Minutes of the Justice Committee

The Justice Committee of the McLean County Board met on Monday, November 1, 2004 at 5:00 p.m. in Room 400 of the Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Members Owens, O'Connor, and Rackauskas

Members Absent: Chairman Renner, Vice Chairman Nuckolls, Member Harding

Other Board Members
Present: Chairman Sweeney

Staff Present: Mr. John Zeunik, County Administrator, Mr. Terry Lindberg, Assistant County Administrator and Ms. Jude LaCasse, Assistant to the County Administrator

Department Heads/
Elected Officials
Present: Mr. William Yoder, State's Attorney; Ms. Sandra Parker, Circuit Clerk; Ms. Roxanne Castleman, Director, Court Services; Mr. Craig Nelson, Director, Information Services

Others Present: Mr. Derick Love, Chief Deputy Sheriff; Ms. Phyllis Nelson, Chief Deputy Circuit Clerk; Ms. Barbara Nafziger, Chief Deputy Coroner

Acting Chairman Owens called the meeting to order at 5:04 p.m.

Mr. Owens presented the minutes from the November 4, 2004 Justice Committee Meeting for approval. Hearing no corrections to those minutes, Mr. Owens advised that the minutes would stand approved as presented.

Mr. Owens presented the 911 Administration Statistical Reports as submitted by Mr. Bill Gamblin. Mr. Owens asked if anyone had any comments, observations or questions on the reports. Ms. Rackauskas noted that she would like an explanation of the first report from Mr. Gamblin at some point.

Mr. Owens reported that Ms. Parker would present the Circuit Clerk's monthly report prior to review and consideration of the Circuit Clerk's FY'2005 Recommended Budget.

Mr. Owens presented the Public Defender's Caseload Report as submitted by Ms. Davis. He asked if anyone had any comments, observations or questions. There were none.

Ms. Barbara Nafziger, Chief Deputy Coroner, presented the General Report for the Coroner's Office. She reported that September numbers were slightly down. However, year to date figures are considerably ahead of last year. Mr. Owens asked if there were any questions. There were none.

Ms. Roxanne Castleman, Director, Court Services, presented one action item to the Committee, namely a request for approval to apply for a grant for \$4,600 from the Women's Sports Foundation in partnership with the Bloomington Parks and Recreation Department. The grant, entitled "Go Girl Go," is a recreation grant for female offenders. She noted that there are no matching funds for the County and no personnel involved.

Motion by Rackauskas/O'Connor to recommend approval to apply for a grant from the Women's Sports Foundation in Partnership with the Bloomington Parks and Recreation Department.
Motion carried.

Ms. Castleman presented the Court Services Monthly Statistical reports, noting that September reflects the loss of one adult probation officer, which has not been filled. She reported that case loads increased from 154 last month to 196 due to the additional work load.

Mr. Owens asked if there were any further questions. Hearing none, he thanked her for attending.

Mr. Derick Love, Chief Deputy Sheriff, presented three items for action. The first was a request for approval of an Interagency Agreement between the Mid Central Community Action and McLean County to provide services related to the Multi-Disciplinary Domestic Violence Grant.

Motion by O'Connor/Rackauskas to recommend approval of an Interagency Agreement between Mid Central Community Action and the County of McLean, Illinois through the McLean County Sheriff to provide Services related to the Multi-Disciplinary Domestic Violence Grant.
Motion carried.

Mr. Love presented the second action item, a request for approval of an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2004 Combined Annual Appropriation and Budget Ordinance Multi-disciplinary Domestic Violence Grant Fund 0160. He explained that this is to fund the program for the remainder of the year, November-December 2004.

Motion by O'Connor/Rackauskas to recommend approval of an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2004 Combined Annual Appropriation and Budget Ordinance Multi-disciplinary Domestic Violence Grant Fund 0160.
Motion carried.

Mr. Love presented the final action item, namely a request for approval of an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2004 Combined Annual Appropriation and Budget Ordinance. He explained that this is a law enforcement block grant for \$4,000 which will be used to purchase Tasers. There was some discussion among the Committee regarding previous purchase of Tasers. Mr. Lindberg informed the Committee that this is additional funding in the Corrections Budget for the purchase of two additional Tasers for the Correctional Officers.

Motion by O'Connor/Rackauskas to recommend approval of an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2004 Combined Annual Appropriation and Budget Ordinance in the Sheriff's Department for the purchase of tasers.
Motion carried.

Mr. Love submitted the Adult Detention Facility Population Report.

Mr. Owens asked if there were any questions. Hearing none, he thanked Mr. Love for his report.

Ms. Billie Larkin, Director, Children's Advocacy Center, presented the Monthly Statistical and CASA reports. She referred to an article in *The Pantagraph* last week regarding the Advocacy Center. She noted that the Center's numbers are up 40% over last year, including some very difficult cases.

Mr. Owens asked if there were any questions for Ms. Larkin. Hearing none, he thanked her.

Mr. William Yoder, State's Attorney, presented one item for action, namely a request for approval of an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2004 Combined Annual Appropriation and Budget Ordinance Multi-Disciplinary Domestic Violence Grant Fund 0160. Mr. Lindberg addressed the Committee explaining that this item was submitted and approved at the Justice Committee meeting on Tuesday, October 4. However, an error was found and corrected and it is being resubmitted for approval at today's meeting.

Motion by O'Connor/Rackauskas to recommend approval of an Emergency Appropriation Ordinance Amending the Fiscal Year 2004 Combined Annual Appropriation and Budget Ordinance in the Multi-Disciplinary Domestic Violence Grant Fund 0160
Motion carried.

Mr. Yoder presented the Case Load Report, noting there was very little change and the numbers are proceeding as projected.

Ms. Rackauskas asked about the letter the Board members received from the Justice Community Members in response to a proposal by the League of Women Voters Alternatives to Jail Committee for a GPS Monitoring Program. It was ascertained that the Board members did not receive a copy of the proposal from the Alternatives to Jail Committee. Mr. Owens asked that discussion regarding the letter and the electronic monitoring project be held over until Mr. Zeunik's Administrative Report.

Mr. Craig Nelson, Director, Information Services, presented one item for action. He reviewed the request for approval of an Amendment of Work Order Number 13 for Professional Services Agreement with Northrop Grumman Space and Mission Systems, Inc. This amendment is intended to allow time for extended training. Mr. Nelson explained that there would be no additional charge.

Motion by Rackauskas/O'Connor to recommend approval of an Amendment of Work Order Number 13 for Professional Services Agreement with Northrop Grumman Space and Mission Systems, Inc.
Motion carried.

Mr. Owens reported that the action item to be presented by Mr. Zeunik -- a request for approval of a Resolution of the McLean County Board recommending that the anticipated additional revenues to be received from the approved Host Fee Agreement be designated to fund a Pre-Trial Release and/or Electronic Monitoring Program -- be pulled from the Agenda and deferred until the December Committee meeting.

Mr. Zeunik explained that he received a call from Ms. Barbara Stuart regarding the revised proposal submitted by the Alternatives to Jail Committee. He indicated that, at their request, he circulated the proposal to all of the Justice offices. Mr. Zeunik reported that the revised proposal, as presented, offered an Electronic Monitoring program geared towards work release and periodic imprisonment individuals. He noted that Ms. Stuart had talked with Chairman Renner about setting up a meeting of all of the Justice offices to review, discuss and respond to their proposal. On behalf of Chairman Renner, Mr. Zeunik noted that he scheduled the meeting, held last Wednesday, to discuss the proposal. Mr. Zeunik asked Mr. Yoder, Ms. Castleman and Mr. Love to respond to the program recommendations.

Ms. Rackauskas asked who constitutes the Justice community. Mr. Yoder indicated that, in this instance, it is an internal group, which includes the State's Attorneys Office, the Public Defender's Office, the Sheriff's Office, Probation Office, Judges and Court Services. He explained that the term "Justice Community" is a label given to the group primarily for this particular issue and is not an on-going committee. Ms. O'Connor asked where the Justice Committee fits into this project. Ms. Castleman indicated that the Justice Community was implemented to discuss the day-to-day operations of the program, as well as setting operation policies and timing issues. She felt the Justice Committee's role would be to make funding decisions. Mr. Yoder explained that the Alternatives to Jail Committee met individually with several people to discuss the proposal. The meeting held on Wednesday was to discuss the reality of funding the proposal in this economic climate.

The Committee discussed the evolution of the Alternatives to Jail program, noting that it has changed over the years.

Ms. Rackauskas described the issue as being two-fold. One is whether or not the Justice Community group is in favor of the program. The second is how it will be budgeted. Mr. Yoder explained that the answers to the questions might be different depending upon the individual, as each Justice office would have different interests involved. Mr. Yoder reported that, as the State's Attorney, he is neutral

on the proposal. It is a program which he could see some use for within his office, wherein the electronic monitoring could be used in conjunction with a high bond on a dangerous criminal. However, he noted that the latest proposal is for work release and periodic imprisonment. He noted that the State's Attorneys Office would not be in favor of using electronic monitoring on someone who should be incarcerated.

Mr. Love responded that the program, as currently proposed, suggests that the Sheriff's Department could manage the program with existing personnel and with no additional funding. He indicated that the Sheriff's Department would agree to the proposal only if the Sheriff's Department received funding and additional personnel.

Ms. Castleman indicated that her office would not gain anything from the revised electronic monitoring program, given the fact that Court Services is currently down one staff and funding is not available for the program.

The Justice Community members who were present agreed that if funding were available, other programs and retention of staff would be more important than the revised electronic monitoring program, which has changed over the years.

Ms. Rackauskas asked if a master plan or five-year plan could be implemented to help the Justice Committee make decisions for the community.

Mr. Sweeney suggested that, with all of the budget cuts and loss of personnel, it was difficult to know where the electronic monitoring program fitted within the needs of the Justice area. He felt it was important to look at what the Board has done in the past and where in the future does the electronic monitoring program belong, such as in the 2005 or 2006 budget.

Mr. Zeunik explained that this proposal was a direct response to the Alternatives to Jail Committee submitting a revised proposal and looking for a response from all of the Justice offices via a meeting. Mr. Zeunik said that the reason the proposal had changed is that the Alternatives to Jail Committee was looking for an option to bring to the Justice offices and ultimately to the Justice Committee that could be implemented in Fiscal Year 2005. They wanted to craft a proposal that, in their mind, would have limited fiscal impact, given the state of the County budget issues, and still address the issue of space in the jail.

Mr. Owens suggested that discussion of this issue be postponed until such time as the Justice community has time to determine their needs and a work session can be scheduled.

Ms. Sandra Parker, Circuit Clerk, presented the September and Quarterly Statistical reports. She reported that there have been 28 credit card transactions.

Mr. Owens asked if there were any questions for Ms. Parker. Hearing none, he thanked her for the report.

Mr. Zeunik introduced the review of the Fiscal Year 2005 Recommended Budget for the following departments:

Circuit Clerk General Fund 0001-0015 can be found on pages 39-43 of the Recommended Budget and pages 83-87 of the Summary. Mr. Zeunik reported that revenue in the Circuit Clerk's budget is up 16.9%, an increase to \$3,111,943, and it is one of the few budgets in the General Fund where a revenue increase is projected in 2005. Mr. Zeunik noted that there are a number of revenue line items where the revenue drops significantly over the FY'2004 Adopted Budget. This decrease is largely driven by Supreme Court Rule 529 that became effective January 1, 2004. He reported that last year, as part of the budget, the Justice Committee was asked to increase the Circuit Clerk fees wherever possible in accordance with new State law. The Supreme Court subsequently changed the rule and Line 410.0107, the County Percentage Share, was added in the new budget. At the time the budget was prepared, \$335,123 was collected and the projection for next year is \$485,000. Ms. Phyllis Nelson, Chief Deputy Circuit Clerk, explained that by doing the Percentage Share distribution, the Circuit Clerk's office has gained more money. Ms. Parker clarified that this is only in the traffic revenue line.

Motion by O'Connor/Rackauskas to recommend tentative approval of the Circuit Clerk General Fund 0001-0015 FY'2005 Recommended Budget as submitted.

Motion carried.

Circuit Clerk Court Automation 0140-0015 can be found on pages 44-45 of the Recommended Budget and pages 88-90 of the Summary. Mr. Zeunik reported that this is a special revenue fund, which was created pursuant to State law. The Court Automation Fee is assessed by the Circuit Clerk's Office and the monies are to be used for the purposes of providing automation in that office and can only be used for that purpose. There are no personnel budgeted in this fund, although there is an Interfund Transfer, which, in Fiscal Year 2005, is budgeted at \$75,236. He noted that the transfer goes back into the Circuit Clerk's General Fund to provide for a percentage of the salary expense for the staff in Information Services who maintain and support applications in the Circuit Clerk's Office. It also includes

half of the salary expense and the employee benefit expense for a Traffic Data Entry Team Leader in the Circuit Clerk's Office.

Motion by Rackauskas/O'Connor to recommend tentative approval of the Circuit Clerk Court Automation Fund 0140-0015 FY'2005 Recommended Budget as submitted.

Motion carried.

Circuit Clerk Document Storage Fund 0142-0015 can be found on pages 46-49 of the Recommended Budget and pages 91-94 of the Summary. Mr. Zeunik reviewed the budget, noting that, due to an administrative error, Mr. Lindberg was handing out a corrected budget. He indicated that, as noted in the General Fund, there was a reduction in personnel of 0.80 FTE Office Support Specialist position due to a retirement, and the Circuit Clerk indicated during budget hearings that the position would not be filled. However, the Circuit Clerk did request an additional position be created in the Court Document Storage Fund to assist the office with microfilming and checking microfilm records upon their return from the contract service provider who does the microfilming for the County offices. Mr. Zeunik explained that the Administrator's Office did not include the position when preparing the Recommended Budget. Therefore, the material handed out includes the corrected numbers, with the significant change being the Unappropriated Fund Balance, which increased to \$144,187. In Personnel, there is an additional salary expense of \$22,067 and on the FTE sheet a full-time position was added and the full-time equivalent increases from 1.39 positions to 2.39 positions. The net increase overall in terms of the Circuit Clerk's FTE compliment, because of the retirement, is an increase of 0.20 FTE.

Mr. Zeunik noted that in the Budget Message, there was discussion regarding finding opportunities to fund positions out of fee supported funds as often as possible. He noted that this is an example of where an expense was reduced in the General Fund and shifted to a fee-supported fund.

Ms. Parker gave an overview of the responsibilities of the position. Ms. Parker explained that one copy of the microfilm is sent to Springfield and one copy is kept in the Circuit Clerk's Office in a vault.

Motion by O'Connor/Rackauskas to recommend tentative approval of the Circuit Clerk Document Storage Fund 0142-9915 FY'2005 Recommended Budget as submitted.

Motion carried.

Circuit Clerk Child Support Collection 0143-0015 can be found on pages 50-52 of the Recommended Budget and pages 95-97 of the Summary. Mr. Zeunik reported that this is another special revenue fund established pursuant to Illinois law, which allows the Circuit Clerk's Office to collect a Child Support Enforcement Fee. There is no change in staffing. This is a small budget of \$56,400, and there is very little change in the Operating Expenses in the Budget. There is one position budgeted in the Child Support Collection area. Ms. Parker indicated that the revenue is derived from a \$36 annual fee assessed to the non-custodial parent for maintaining their child support history record.

Ms. Rackauskas asked if it was successful. Ms. Parker replied that it is better than it was several years ago and new legislation will allow them to turn it into tax intercepts to pay the support.

Motion by Rackauskas/O'Connor to recommend tentative approval of the Circuit Clerk Child Support Collection 0143-0015 FY'2005 Recommended Budget as submitted.

Motion carried.

Circuit Clerk IDPA IV-D Project 0156-0015 can be found on pages 53-55 of the Recommended budget and pages 98-100 of the summary. Mr. Zeunik explained that this is the grant agreement in place for the IV-D Child Support Enforcement Program, which is funded by the Department of Public Aid. The amount of \$35,948 in Fiscal Year 2005 is the same amount as in Fiscal Year 2004, and funds one position that is involved in the IV-D Child Support Enforcement Program in the Circuit Clerk's Office and the benefits for that position. The remainder is allocated in three lines in Contractual Services.

Motion by O'Connor/Rackauskas to recommend tentative approval of the Circuit Clerk IDPA IV-D Project 0156-0015 FY'2005 Recommended Budget as submitted.

Motion carried.

Ms. Parker introduced Phyllis Nelson, Chief Deputy Circuit Clerk, and expressed her appreciation of Ms. Nelson's valuable assistance.

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Mr. Owens presented the October 31, 2004 Justice Committee bills for review and approval as transmitted by the County Auditor. The Justice Committee bills include a pending total of \$1,642.30, a Prepaid total of \$1,850,331.90 for a fund total of \$1,851,974.20. There is also a transfer of \$16,150 under the Sheriff's Department for purchase of radio equipment.

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Motion by Rackauskas/O'Connor to recommend approval of the Justice Committee bills as of October 31, 2004 and the Transfer of Funds request as presented to the Committee by the County Auditor.
Motion carried.

Mr. Owens asked if there was any other business or communication for the Justice Committee. Hearing none, the meeting was adjourned at 6:07 p.m.

Respectfully submitted,

Judith A. LaCasse
Recording Secretary