

## Minutes of the Justice Committee

The Justice Committee of the McLean County Board met on Tuesday, December 2, 2014 at 4:30 p.m. in Room 400 of the Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Caisley; Members Rankin, McIntyre, Cavallini, Wendt, Schafer, and Metsker

Members Absent: None

Other County Board  
Members Present: None

Staff Present: Mr. Bill Wasson, County Administrator; Ms. Hannah Eisner, Assistant County Administrator; Ms. Judith LaCasse, Assistant to the County Administrator; Ms. Jessica Woods, Civil Assistant State's Attorney

Department Heads/  
Elected Officials  
Present: Mr. Don Everhart, Circuit Clerk; Ms. Jeanene Payne, Director, Correctional Health Services; Ms. Carla Barnes, Public Defender; Mr. Will Scanlon, Court Administrator, Circuit Court; Ms. Lori McCormick, Director, Court Services; Sheriff Jon Sandage; Mr. Jason Chambers, State's Attorney; Ms. Kathy Davis, Coroner; Ms. Judy Brucker, Director, Children's Advocacy Center; Mr. Curt Hawk, Director, EMA

Others Present: Ms. Kathy Waltz, Superintendent of the Juvenile Detention Center; Mr. Greg Allen, Chief Deputy Sheriff; Ms. Barb Nafziger, Coroner's Office; Ms. Elizabeth Barnhart, Project Coordinator, Domestic Violence, Multi-Disciplinary Team Program; Gardenia Harris, Project Coordinator, Family Violence Coordinating Council Program Grant

Chairman Caisley called the meeting to order at 4:30 p.m.

Chairman Caisley presented the Minutes of the November 4, 2014 Justice Committee Meeting for approval.

Motion by Rankin/Wendt to Approve the Minutes of the  
November 4, 2014 Justice Committee Meeting.  
Motion carried.

Mr. Don Everhart, Circuit Clerk, and Mr. Jason, Chambers, State's Attorney, presented a request for approval of an Intergovernmental Agreement by and between the Illinois Office of the Comptroller and the Office of the Clerk of the Circuit Court of McLean County regarding Access to the Comptroller's Local Debt Recovery Program.

Chairman Caisley asked how this relates to the contract with Harris & Harris. Mr. Chambers replied that the Comptroller's Office helps administer the program, and Harris & Harris actively collects the debt.

Mr. Cavallini asked who the debt is being collected from. Mr. Chambers replied that the debt is being collected from anyone who owes fines, restitution for child support, etc. He indicated that the comptroller will intercept any payments coming from the state. For example, if someone has outstanding fines or owes child support of \$1,500 and gets a tax return of \$2,000, that person will only get \$500, as the child support debt will get paid first. Mr. Chambers added that a state employee's wages can be garnished by 25%.

Mr. McIntyre asked for an explanation of how the County will receive more money by going to a different system with Harris & Harris. Ms. Eisner replied that the current arrangement with Harris & Harris allows the County to charge a 30% fee for the collection, and Harris & Harris retains that entire fee. She noted that, under this program, there is a limitation on what can be retained by Harris & Harris. They can keep one-third of the 30% (or 10%) and the remaining 20% comes back to the County to offset its cost.

Motion by Wendt/Rankin to Recommend Approval of an Intergovernmental Agreement by and between the Illinois Office of the Comptroller and the Office of the Clerk of the Circuit Court of McLean County regarding Access to the Comptroller's Local Debt Recovery Program.

Motion carried.

Mr. Everhart reviewed his October 2014 Statistical Reports. He stated that there was nothing unusual in the reports.

Chairman Caisley asked if there were any questions or comments. Hearing none, he thanked Mr. Everhart and Mr. Chambers.

Ms. Jeanene Payne, Director, Correctional Health Services, presented a request for approval of the renewal of an Agreement with Merle Pharmacy, Inc. for the provision of pharmaceutical services at the McLean County Adult Detention Facility. She stated that Mr. William Martin, Rph of Merle Pharmacy has been providing the pharmaceutical needs at the McLean County Adult Detention Facility since January 1, 2002. Ms. Payne indicated that the current Agreement expires December 31, 2014 and she recommends renewal of the Agreement.

Mr. Rankin asked if this contract was bid out to see if there are other providers who are interested in providing this service. Mr. Wasson replied that we did not bid this contract. He noted that this contract includes a 60-day out clause without cause for either party. Mr. Wasson stated that we continue to evaluate other options for this service. He indicated that one of the large benefits of this local provider is that medication can be obtained almost 24/7 on an as-needed basis, which is a significant assistance. Ms. Payne noted that she had contact with Diamond Pharmaceuticals and their prices were higher.

Ms. Metsker stated that she believes it is important to use local businesses.

After additional discussion, it was determined that Correctional Health Services will periodically explore other options.

Motion by Wendt/Schafer to Recommend Approval of  
the Renewal of an Agreement with Merle Pharmacy,  
Inc. for the Provision of Pharmaceutical Services at the  
McLean County Adult Detention Facility.  
Motion carried.

Ms. Payne presented a request for approval of the renewal of a contract with Real Change Clinical Services (RCCS) for the provision of mental health services at the McLean County Adult Detention Facility for contract year 2015.

Ms. Payne indicated that Chris Cashen, Licensed Clinical Professional Counselor, and Mark Benson, Licensed Clinical Professional Counselor, have provided up to 20 hours per week of counseling services. Crisis Intervention will continue to be provided by McLean County Center for Human Services whenever necessary.

Ms. Schafer asked if 20 hours is enough time. Mr. Wasson replied that they have not asked for additional hours at this time..

Mr. Rankin asked if we have had others interested in providing this service. Mr. Wasson replied that there have been conversations with providers of counseling services, but there is currently a comfort level with this provider, and the cost continues to be reasonable. Ms. Eisner pointed out that this contract has been a two-year contract in the past and is now for only one year.

Mr. Wendt asked if the fee has increased. Ms. Payne replied that it has increased from \$18.00 to \$20.00.

Motion by Wendt/Cavallini to Recommend Approval of the Renewal of a Contract with Real Change Clinical Services (RCCS) for the Provision of Mental Health Services at the McLean County Adult Detention Facility. Motion carried.

Chairman Caisley asked if there were any questions or comments. Hearing none, he thanked Ms. Payne.

Ms. Carla Barnes, Public Defender, presented a request for approval of contract renewals with Special Public Defenders, namely Mr. Alan J. Novick, Mr. David Rumley, Mr. Jeff Brown, Mr. Joshua P. Rinker, Mr. Philip Finegan and Mr. Carey J. Luckman.

Mr. Wendt made a motion to consider all of the contracts together.

Motion by Wendt/Metsker to Recommend that the contracts be acted upon together. Motion carried.

Motion by Cavallini/Wendt to Recommend Approval of a Contract between Alan J. Novick, Special Public Defender, and the Public Defender's Office; to Recommend Approval of a Contract between David Rumley, Special Public Defender, and the Public Defender's Office; to Recommend Approval of a Contract between Jeff Brown, Special Public Defender, and the Public Defender's Office; to Recommend Approval of a Contract between Joshua P. Rinker, Special Public Defender, and the Public Defender's Office; to Recommend Approval of a Contract between Philip Finegan, Special Public Defender, and the Public Defender's Office, to Recommend Approval of a Contract between Carey J. Luckman, Special Public Defender, and the Public Defender's Office. Motion carried.

Ms. Barnes reviewed the Public Defender's Office Monthly Caseload Report. She noted that she is now taking cases.

Chairman Caisley asked if there were any questions or comments. Hearing none, he thanked Ms. Barnes.

Mr. Will Scanlon, Court Administrator, Circuit Court, presented a request for approval of a contract for consulting services between Illinois State University Stevenson Center and the Criminal Justice Coordinating Council (CJCC), for statistical analysis for the Jail

population and case disposition reporting. He stated that this contract dates to March 2010 in conjunction with the CJCC, and it is fully budgeted for the 2015 Fiscal Year.

Mr. Scanlon noted that Dr. Frank Beck is the data analysis provider from ISU who reports monthly to the CJCC Executive Committee and quarterly to the full Council.

Mr. Scanlon stated that the contract is funded through the General Fund through the Circuit Court and is funded for FY'2015.

Mr. Scanlon provided background to new members. He advised that the Criminal Justice Coordinating Council (CJCC) was formed late 2008 to address some Jail population problems, including a \$750,000 expenditure for out-of-County housing of inmates. Mr. Scanlon stated that Sheriff Mike Emery and Chief Judge Elizabeth Robb were instrumental in forming a council of the criminal justice agencies in the County to work on solutions to the overcrowding of the Jail, including data analysis and changes in policy through the State's Attorney's Office and changes in policy in terms of processing cases. He noted that the Jail population today was 225 inmates.

Mr. Scanlon advised that the ISU Stevenson Center provided a lot of background information to the National Institute for Corrections and information on the analysis of the mental health needs in the Jail.

Motion by McIntyre/Cavallini to Recommend Approval  
of a Contract for Consulting Services for the Criminal  
Justice Coordinating Council (CJCC).

Motion carried with Mr. Rankin Abstaining.

Mr. Scanlon presented a request for approval of the renewal of a Grant from the Eleventh Judicial Circuit Family Violence Coordinating Council.

Mr. Scanlon explained that the Family Violence Coordinating Council was formed by the Supreme Court at the Judicial Circuit level in 1996, effective July 1, 1997, and has continued ever since. The program is funded through a grant from the Illinois Criminal Justice Information Authority.

Mr. Scanlon stated that this grant program provides education services to prosecutors, law enforcement and related agencies regarding domestic violence protocols, and conducts data analysis on behalf of the Illinois Criminal Justice Information Authority (ICJIA) on local jurisdictions, procedures, and practices in prevention of domestic and family violence. All costs are paid through the ICJIA without expenditure from the General Fund. Mr. Scanlon stated that the County Auditor acts as the fiscal agent for the program.

Mr. Scanlon introduced Ms. Gardenia Harris, Project Coordinator, Family Violence Coordinating Council Program Grant. Ms. Harris explained her role in administering the grant.

Mr. Rankin indicated that he will be abstaining again as he is working on a book with Dr. Harris.

Motion by Cavallini/Wendt to Recommend Approval of the renewal of a Grant from the Eleventh Judicial Circuit Family Violence Coordinating Council.

Motion carried with Mr. Rankin Abstaining.

Mr. Scanlon presented a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2014 Combined Annual Appropriation and Budget Ordinance, Fund 0001 General Fund, Circuit Court Department 0016. He explained that this is a budget adjustment of the Tech Support and Software Update Fee for the Ijuror Software for the Jury Commission Office.

Mr. Scanlon advised that during the budget process in FY'2013 there was a discussion regarding the installation of an updated juror software program, but, due to an oversight, the cost of the program of \$1,440 was not appropriated in 2014 for the project.

Motion by Wendt/Schafer to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2014 Combined Annual Appropriation and Budget Ordinance, Fund 0001 General Fund, Circuit Court Department 0016 (Tech Support for IJuror Software).

Motion carried.

Chairman Caisley asked if there were any additional questions or comments. Hearing none, he thanked Mr. Scanlon.

Ms. Lori McCormick, Director, Court Services, presented a request for approval of an amendment to the Contract between OSF Healthcare Systems and the McLean County Juvenile Detention Center for Physician Services. Ms. McCormick indicated that this contract is a three (3) year contract (2013-2015). The 2015 contract amendment remains at the 2014 rate. This is consistent with the contract at the Adult Detention Center, as both facilities utilize the same physician.

Motion by McIntyre/Wendt to Recommend Approval of an Amendment to the Contract between OSF Healthcare Systems and the McLean County Juvenile Detention Center for Physician Services.

Motion carried.

Ms. McCormick presented a request for approval of a Contract between Cathy Vogel and the McLean County Juvenile Detention Center for Counseling Services. She stated that the contract is identical to last year's contract. Ms. Vogel has agreed to no increase in rate for services.

Motion by McIntyre/Cavallini to Recommend Approval of a Contract between Cathy Vogel and the McLean County Juvenile Detention Center for Counseling Services.

Motion carried.

Ms. McCormick presented a request for approval to renew a Multi-Disciplinary Team-Domestic Violence Continuation Grant #612074 from the Illinois Criminal Justice Information Authority.

Chairman Caisley pointed out that Court Services, the Sheriff's Department and the State's Attorney's Office will all be requesting renewal of the Multi-Disciplinary Team-Domestic Violence Continuation Grant.

Ms. McCormick noted that Ms. Elizabeth Barnhart, Project Manager, Domestic Violence, Multi-Disciplinary, is also available to answer any questions.

Motion by Wendt/McIntyre to Recommend Approval to Renew a Multi-Disciplinary Team-Domestic Violence Continuation Grant #612074 from the Illinois Criminal Justice Information Authority.

Motion carried.

Ms. McCormick presented a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2014 Combined Annual Appropriation and Budget Ordinance, Fund 0160 General Fund, Court Services Department 0022 (DV Grant).

Motion by Wendt/Schafer to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2014 Combined Annual Appropriation and Budget Ordinance, Fund 0160 General Fund, Court Services Department 0022 (DV Grant).

Motion carried.

Ms. McCormick presented her monthly reports.

Chairman Caisley asked if there were any additional questions or comments. Hearing none, he thanked Ms. McCormick.

Sheriff Jon Sandage presented a request for approval for two County Credit Cards to be obtained for Sheriff Jon Sandage and Chief Deputy Greg Allen.

Mr. Rankin expressed his concern that this type of action needs the approval of the Committee rather than simply administrative approval. Mr. Wasson responded that this change would require modification of the Procurement Policy. He indicated that he would be happy to evaluate this change, which would then be brought to the Finance Committee for approval.

Motion by Wendt/McIntyre to Recommend Approval for two County Credit Cards to be obtained for Sheriff Jon Sandage and Chief Deputy Greg Allen.

Motion carried.

Sheriff Sandage presented a request for approval of the purchase of six (6) fleet vehicles from Geiser Ford in Roanoke, Illinois.

Mr. McIntyre asked for an explanation regarding the change in the model of the cars. Sheriff Sandage stated that instead of the Interceptor Sedan, they purchased four interceptor SUV's, one for the Canine vehicle and the other three for patrol. He indicated that these vehicles provide more room for the deputies who are doing FTO (Field Training Officer) training, and the SUV's are all-wheel drive vehicles.

Mr. Rankin asked how the resale value is on the SUV's as opposed to the Crown Vic and Interceptor sedans that were specifically built for police use. Mr. Wasson noted that the small SUV's are designed for police work as well. Sheriff Sandage added that the trade-in value is very good.

Ms. Metsker asked how they determine when to trade in a vehicle. Sheriff Sandage replied that it depends, but usually when the vehicles have 100,000 miles on them.

Motion by Wendt/Rankin to Recommend Approval of the Purchase of Six (6) Fleet Vehicles from Geiser Ford in Roanoke, Illinois.

Motion carried.

Sheriff Sandage presented a request for approval to renew a Multi-Disciplinary Team-Domestic Violence Continuation Grant #613171 from the Illinois Criminal Justice Information Authority. He noted that this is the same grant as Court Services and the State's Attorney's Office. Sheriff Sandage stated that this grant provides funding for one Deputy Sheriff to be the Domestic Violence Investigator.



Motion by Rankin/McIntyre to Recommend Approval to Renew a Multi-Disciplinary Team-Domestic Violence Continuation Grant #613171 from the Illinois Criminal Justice Information Authority.

Motion carried.

Sheriff Sandage presented a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2014 Combined Annual Appropriation and Budget Ordinance, Fund 0160 General Fund, Sheriff's Department (DV Grant).

Motion by Rankin/Cavallini to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2014 Combined Annual Appropriation and Budget Ordinance, Fund 0160 General Fund, Sheriff's Department (DV Grant); and

Sheriff Sandage reviewed the November 2014 Detention Facility Population Report. He stated that December is typically a down month and the Jail population is less during that time. The current population is 225 inmates with no inmates housed out-of-County.

Mr. Rankin asked if the CJCC will be taking up the issue about the potential conversion of health records to the digital process, as recommended by the National Institute of Corrections. Sheriff Sandage replied that the intention is to eventually have medical records available to other outside entities. Mr. Allen noted that the NIC report is not back yet. Mr. Rankin indicated that the mental health groups have discussed the importance of sharing records across the spectrum. Mr. Wasson indicated that there are challenges with this effort. He stated that, from the physical plant standpoint, it is extremely difficult to retrofit corrections facilities for secure wireless delivery of these electronic records due to the way that corrections facilities are constructed.

Mr. Wasson indicated that, while there are major benefits to being able to share information appropriately with other medical providers, it may not always mean that the same system works best for everyone, such as the Nursing Home, Health Department, Jail Medical, JDC Medical, etc. Mr. Wasson noted that it has been discovered, working with NIC and others, that there are nuances and specializations within these systems that may preclude the idea that the best solution is the same solution for everybody; rather, there may be specialized systems that may be best for certain areas that we service and not others.

Chairman Caisley asked if there were any additional questions or comments. Hearing none, he thanked Sheriff Sandage.

Mr. Jason Chambers, State's Attorney, presented a request for approval to renew a Multi-Disciplinary Team-Domestic Violence Continuation Grant #611370 from the Illinois Criminal Justice Information Authority.

Mr. Wasson reminded the Committee that this Grant is budgeted annually for the remaining life of the grant through September 1<sup>st</sup>. This action item is appropriating funds to take us from September 1<sup>st</sup> through the end of the 2014 calendar year. He added that we have budgeted through September 1<sup>st</sup> of next year at which time, if the grant is not refunded, the program would be done.

Motion by Wendt/McIntyre to Recommend Approval to Renew a Multi-Disciplinary Team-Domestic Violence Continuation Grant #611370 from the Illinois Criminal Justice Information Authority.

Motion carried.

Mr. Chambers presented an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2014 Combined Annual Appropriation and Budget Ordinance, Fund 0160 General State's Attorney's Office (DV Grant).

Motion by Wendt/Cavallini to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2014 Combined Annual Appropriation and Budget Ordinance, Fund 0160 General Fund, State's Attorney's Office (DV Grant).

Motion carried.

Mr. Chambers presented a request for approval of a contract between the McLean County State's Attorney's Office and Collection Attorneys Harris & Harris, Ltd.

Motion by Wendt/Schafer to Recommend Approval of a Contract between the McLean County State's Attorney's Office and Collection Attorneys Harris & Harris, Ltd.

Motion carried.

Mr. Chambers reviewed the State's Attorney Monthly Caseload Report and Asset Forfeiture Fund Report.

Mr. Wasson expressed his appreciation to Ms. Liz Barnhart for everything she does in coordinating these DV Grants. Her assistance to these departments is invaluable.

Chairman Caisley asked if there were any questions or comments. Hearing none, he thanked Mr. Chambers.

Mr. Rankin asked what the policy is for the order of individuals that present to the Committee. Mr. Wasson replied that the order is done by rotation. Mr. Rankin asked if there is a way to allow someone who is only giving a brief report to be moved to the top of the agenda as a courtesy. Ms. Eisner noted that a Chair at a meeting can request that the presenters go out of order. She added that there is no County Board rule as to the order of the agendas. Mr. Rankin also noted that sometimes department heads have to wait until the end of the meeting for approval of their critical hires.

Ms. Kathy Davis, Coroner, reviewed her October 2014 Report. She stated that Morgue Fee revenue has increased. Ms. Davis pointed out that the Coroner's Office is making money.

Mr. Rankin noted that Ms. Barb Nafziger is back after a short retirement from the Coroner's office. Ms. Davis advised that Ms. Nafziger came back part-time to assist her with the transition. Ms. Nafziger stated that she felt it was her duty to come back and help the Coroner's Office proceed smoothly.

Ms. Davis stated that there are many other things that the Coroner's Office does besides death investigations. She noted that she is involved in both suicide prevention and ALS research. Ms. Davis indicated that within her first two weeks one procurement has been received for ALS research, which will bring money to the County and will also improve lives.

Chairman Caisley asked if there were any questions or comments. Hearing none, he thanked Ms. Davis and Ms. Nafziger.

Ms. Judy Brucker, Director, Children's Advocacy Center, reviewed the Children's Advocacy Center report and the CASA Report. She advised that in the month of October, CASA volunteers provided 890 hours of their time for the advocacy of children, and through then of October 7,300 hours have been provided by CASA volunteers.

Ms. Brucker stated that the CAC statistics show that through the end of November, 200 children have been interviewed.

Chairman Caisley asked if there were any questions or comments. Hearing none, he thanked Ms. Brucker.

Mr. Curt Hawk, Director, EMA, distributed a report that provided an overview of some of the work that is done by EMA throughout the year, including the following:

- Heavy snow events from last year, including helping stranded motorists, and assisting with a 40-car pileup in February;
- Replaced electrical outlets to GFI near all sinks, which was done at the garage facility after a recommendation from OSHA;

- Lots of presentation on Disaster Preparedness, particularly after the November tornado in Washington, IL;
- Missing person searches, including one that was a suicide;
- “Capstone 2014” earthquake exercises, which included five states;
- Training with Eastland Mall Tenants on “Shooter Drill;”
- Picked up a used 2002 Suburban from CMS State surplus that was no cost to the County;
- Managed search in East Peoria for a boy found in a refrigerator;
- Hazmat call at 1:00 a.m. on December 1<sup>st</sup> where ten 55 gallon drums were dumped on I-55 south;
- Miscellaneous facility and equipment repairs.

Chairman Caisley advised that at the November County Board meeting, a Board member reported that EMA had trouble with a leaking roof at the EMA Garage. Mr. Hawk replied that a plan is being developed to repair the roof. Mr. Wasson stated that Facilities Management will be in charge of any repairs.

Mr. Wendt asked what building had the leak. Mr. Hawk replied that it is the EMA garage, located at the Fairview campus, which is a Morton-style metal building.

Mr. Wasson advised that Mr. Moody has agreed to remediate the roof problem and take an active role moving forward with the maintenance of that building.

Chairman Caisley asked if there were any questions or comments. Hearing none, he thanked Mr. Hawk.

Ms. Hannah Eisner, Assistant County Administrator, distributed an updated Critical Hire Memorandum. She reviewed the Justice Committee critical personnel position requests received by the County Administrator’s Office through December 1, 2014. All positions listed below are budgeted and funded through the end of FY 2014. Ms. Eisner indicated that these positions were deemed to be necessary, and recommended that these positions be approved.

Circuit Clerk’s Office

- 1) 2.0 FTE Office Support Specialist I positions

The retirement and resignation of two staff members has created 2 vacant OSS I positions in the Circuit Clerk’s office. One position was assigned to the Small Claims Division and the other was assigned to the Traffic Division.

The duties of the Small Claims position include responsibility for initiating all new AR, SC and LM cases including forcible detainers, detinues and replevins; assessing costs for each new case, applying and receipting payments; bond postings and releases;

entering initial appearance dates into EJS; issuing summons; filing; other duties as assigned.

The duties of the Traffic position include responsibility for making daily entry of new traffic citations into EJS, entering weekend custody information, running receipts for posted cash bonds.

### Sheriff's Department

1) 2.0 FTE Deputy Patrol Officer positions

The Sheriff's Department has two vacant Deputy Patrol Officer Positions. The vacancies are the result of one resignation and the election of Jon Sandage to Sheriff. These positions must be filled to meet minimum staffing for all shifts and to reduce the use of overtime. These positions must be filled to insure public safety.

2) 1.0 FTE Jail Operations Supervisor position

The Sheriff's Department has one vacant Jail Operations Supervisor position. The vacancy is the result of the promotion of Diane Hughes from Jail Operation Supervisor to Assistant Jail Superintendent following the retirement of the current Chief Deputy Sheriff, Mr. Rusty Thomas. There are currently three administrative staff positions responsible for the operations of the Detention Facility: the Jail Superintendent, Assistant Jail Superintendent and Jail Operations Supervisor. The Jail Operations Supervisor oversees the day-to-day operations of the McLean County jail facility, including the management of security, safety, collecting and reporting payroll information, providing guidance to shift supervisors, accounting for collected fees, and ensuring American Correctional Association (ACA) standards are achieved.

### Court Services

1) 1.0 FTE Juvenile Probation Officer I Position

The Court Services Department has one vacant Juvenile Probation Officer I position due to a resignation. The responsibilities of the position include home visits, school visits, family meetings, court hearings and preparing social investigation reports for the assigned caseload. The Probation Officer in this position was carrying a caseload of 35 moderate to high risk juveniles, age 15 to 20. These cases cannot be reassigned to the other Juvenile Probation Officer as they are already carrying significant caseloads and cannot insure continued supervision and monitoring for any additional cases.

Motion by Wendt/Metsker to Recommend Approval of  
the Critical Personnel Hiring Requests.  
Motion carried.

Chairman Caisley presented the November 30, 2014 Justice Committee bills and transfers for review and approval as transmitted by the County Auditor. The Justice Committee bills include a Prepaid Total of \$972,193.80 and a Fund Total that is the same.

Motion by McIntyre/Cavallini to Recommend Approval of the Justice Committee Bills and transfers as of November 30, 2014 as transmitted by the County Auditor.  
Motion carried.

Chairman Caisley asked if there was any other business or communication for the Justice Committee. Hearing none, he adjourned the meeting at 5:56 p.m.

Respectfully submitted,

Judith A. LaCasse  
Recording Secretary