

Minutes of the Justice Committee

The Justice Committee of the McLean County Board met on Tuesday, February 3, 2015 at 4:30 p.m. in Room 400 of the Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Caisley; Members Rankin, Wendt (via remote attendance), Schafer, and Metsker

Members Absent: Members McIntyre, Cavallini

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; Mr. Don Knapp, First Civil Assistant State's Attorney

Department Heads/
Elected Officials
Present: Sheriff Jon Sandage; Ms. Lori McCormick, Director, Court Services; Mr. Jason Chambers, State's Attorney; Mr. Curt Hawk, Director, EMA; Ms. Carla Barnes, Public Defender

Others Present: Ms. Patricia Marton, Community Member; Mr. Greg Allen, Chief Deputy Sheriff, Sheriff's Department

Chairman Caisley called the meeting to order at 4:42 p.m.

Chairman Caisley presented the Minutes of the January 6, 2015 Justice Committee Meeting for approval.

Motion by Schafer/Metsker to Approve the Minutes of the January 6, 2015 Justice Committee Meeting.
Motion carried.

Ms. Patricia Marton, Community Member, advised that she is beginning to put materials together for a prospective Triad Meeting with the help of several members of the community, including County Board Member Mark Johnson, YWCA CEO Dontae Latson, and a number of his staff members, with the support of Sheriff Sandage and Chief Deputy Sheriff Greg Allen. Ms. Marton indicated that, in Clinton, Sheriff Jered Shofner and Dick Maxwell have also offered assistance.

Ms. Marton stated that as the group develops and grows it should provide assistance for older people that will not only give them physical support but, equally important, emotional security against potential criminal action, as well as additional difficulties that can result from the aging process, such as lack of respect and indifference.

Ms. Marton indicated that a typical approach can consist of monthly meetings that include programs and topics that are most pertinent to the group, taking a lead from suggestions made by the Clinton Triad. She noted that their January meeting included such topics as fraud, scam and crime, as well as the mention of our prospective group here. Ms. Marton stated that material from the Attorney General's Office and other Triad groups can also be used. She pointed out that there are two groups nearby in Champaign and Peoria, as well as others scattered throughout the state, such as Lake County to whom she has contacted.

Ms. Marton advised that she is still interested in promoting stricter pre-employment testing and sensitivity training, as her main focus will continue to be safety in public facilities. She indicated that she plans to work on this with the Public Safety Group of the McLean County Planning Commission to which she has been chosen Vice President.

Ms. Marton stated that she looks forward to sharing this information with all of you, and she is proud to be part of such a vital national movement.

Chairman Caisley thanked Ms. Marton.

Mr. Wasson requested that everyone use their microphones, and reminded them that Member Wendt was attending remotely.

Sheriff Jon Sandage presented a request for approval of the bid by Ray O'Herron Co. for Uniform and Equipment Purchase. He advised that three bids requests were sent, and only two bids were received, namely Ray O'Herron and C.I Shooting Sports. Sheriff Sandage indicated that Ray O'Herron, who has been the vendor for several years, was the only business to submit a complete bid.

Chairman Caisley asked if the purchase requirements are so narrow that there is little competition. Sheriff Sandage replied that there are few places that carry the equipment they need, such as a consistent shade of brown uniforms.

Ms. Metsker asked if there is a requirement that precludes them from using multiple suppliers. Sheriff Sandage replied that there is no such requirement, and they have gone to other providers when necessary in the past.

Motion by Schafer/Rankin to Recommend Approval of the Bid by Ray O'Herron Co. for Uniform and Equipment Purchase.

Motion carried.

Sheriff Sandage reviewed the January 2015 Detention Facility Population Report. He stated that the average population in January was 238 inmates, with a spike of 251 inmates for a few days as a result of one bad weekend.

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

Ms. Lori McCormick, Director, Court Services, presented a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2015 Combined Annual Appropriation and Budget Ordinance, Fund 0001 General Fund, Court Services Department 0022. She indicated that this is a grant that is a State Fiscal Year July 1 to June 30th. This action would move the grant funds from the FY'2014 Budget to the FY'2015 Budget.

Motion by Metsker/Rankin to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2015 Combined Annual Appropriation and Budget Ordinance, Fund 0001 General Fund, Court Services Department 0022 (to move FY'2014 Grant Funds from Fund 0024 to FY'2015).

Motion carried.

Ms. McCormick presented her monthly reports.

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

Mr. Jason Chambers, State's Attorney, reviewed the State's Attorney Monthly Caseload Report and Asset Forfeiture Fund Report. He noted that one month of statistics does not reflect where they will be at the end of the year.

Ms. Schafer asked if there was a change in the Asset Forfeiture that would limit the County's ability to seize funds and property. Mr. Chambers replied that there are Federal asset forfeitures and also State asset forfeitures. He noted that there may have been a change in the federal one, but the County receives very little of the federal asset forfeiture funds anyway.

Ms. Metsker acknowledged Mr. Chambers and Sheriff Sandage on the marvelous job they did representing the County at a community forum that she attended.

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

Chairman Caisley noted that Ms. Kathy Davis, Coroner, was unable to attend the meeting. He indicated that her November 2014 Report is in the packet.

Chairman Caisley stated that Ms. Judy Brucker, Director, Children's Advocacy Center, was unable to attend the meeting. He noted that the Children's Advocacy Center report and the CASA Report are available in the packet.

Chairman Caisley stated that Mr. Don Everhart, Circuit Clerk, was unable to attend the meeting. His Monthly Reports are available in the packet.

Mr. Curt Hawk, Director, EMA, presented a request for approval of the Bi-annual Update to the 2015 Emergency Operations Plan (EOP). He stated that the initial changes include the maintenance upkeep of the Operations Plan to include name and title changes of responders, agencies and location (i.e. new Board Members, Agencies, phone numbers, addresses, staff changes and/or responsibilities. Mr. Hawk reviewed the additional changes as outlined in his Memorandum. He noted that he makes only four printed copies of the Plan, as follows:

- One for the Administrator's Office;
- Two in the EMA Office;
- One for the Regional Coordinator of IEMA.

Motion by Metsker/Schafer to Recommend Approval of
the Bi-Annual Update to the 2015 Emergency
Operations Plan (EOP).
Motion carried.

Mr. Hawk referred to the distributed item, which is a request for approval of an Illinois Emergency Management Agency (IEMA) Grant. He indicated that each year, a meeting is held with everyone who owns one of the 13 Unified Command Post Vehicles around the state. The vehicles were purchased by Illinois Terrorism Task Force funds provided to the counties to be maintained and be available to use locally and state-wide. Mr. Hawk stated that during the meetings each year, they discuss the vehicles and have realized that they are ten years old and need maintenance. The Illinois Terrorism Task Force Committee (ITTF) has a fund called "911 Fund," which is the vanity license plate fund that is set aside for this type of purpose. Mr. Hawk indicated that the fund was split between the 13 counties who have one of the vehicles, and McLean County will receive \$7,675 for maintenance repairs to the vehicle. He stated that the maintenance cost will come out of the EMA budget and receipts will be sent to ITTF for reimbursement.

Mr. Hawk noted that he will prepare an Appropriation Budget Amendment to his budget necessary to cover this amount in the proper format.

Mr. Wasson clarified that this item was not on the agenda and will be brought to a Stand-up meeting for consideration, along with the Emergency Appropriation Ordinance. He stated that this is only for information this evening.

Mr. Hawk advised that the \$7,675 grant will be used to service the large Command Post Vehicle, including six tires, eight batteries, generator maintenance, engine maintenance, brakes, and a new speedometer.

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

Ms. Carla Barnes, Public Defender, reviewed the Public Defender's Office Monthly Caseload Report. She noted that there are no significant changes in the report.

Ms. Schafer asked if the increase in the number of Mental Health Cases is the result of better tracking. Ms. Barnes replied that it is, indeed, the result of better tracking.

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

Ms. Hannah Eisner, Assistant County Administrator, reviewed the Justice Committee critical personnel position requests received by the County Administrator's Office through January 27, 2015. All positions listed below are budgeted and funded through the end of FY'2015 and have been determined to be critical to the functioning of the departments making the request.

Circuit Clerk's Office

- 1) 1.0 FTE Office Support Specialist I position

The resignation of a staff member leaves a vacated 1.0 FTE in the Circuit Clerk's General Civil Division. The vacated position is primarily responsible for, but not limited to, providing support and assistance in the following tasks: creating and closing case files; checking files in and out; opening and distributing mail; entering docket entries and appearances; photocopying; genealogy and naturalization record inquiries; completing court approved record destruction; preparation of documents/notices for submission to other governmental entities; answering the phone and staffing the counter as needed. Other duties as assigned.

Sheriff's Department

1) Request to fill 2.0 FTE Correctional Officer Positions

The Sheriff has 2 vacant correctional officer positions. One position created due to a resignation and one position created after a series of promotions, ultimately resulting in a correctional officer vacancy. These two vacancies reduce the current correctional officer staff to 46. The jail must have 48 correctional officers to maintain minimum staffing for all shifts. This position must be filled to maintain jail security.

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

Mr. Wendt thanked Mr. Wasson for setting up the phone for remote attendance. He stated that he expects to be here at the February Board meeting.

Chairman Caisley presented the January 31, 2015 Justice Committee bills and transfers for review and approval as transmitted by the County Auditor. The Justice Committee bills include a Prepaid Total of \$655,514.27 and a Fund Total that is the same.

Motion by Schafer/Metsker to Recommend Approval of the Justice Committee Bills and transfers as of January 31, 2015 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 5:13 p.m.

Respectfully submitted,

Judith A. LaCasse
Recording Secretary