

## **Minutes of the Justice Committee Special Meeting**

The Justice Committee of the McLean County Board met on Monday, October 24, 2016 at 4:30 p.m. in Room 400 of the Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman William Caisley Members Carlo Robustelli, Erik Rankin, George Wendt, Susan Schafer, Randall Martin and Scott Murphy

Members Absent: NONE

Other County Board  
Members Present NONE

Staff Present: Mr. William Wasson, County Administrator; Ms. Hannah Eisner, Assistant County Administrator; and Ms. Julie Morlock, Recording Secretary;

Department Heads/  
Elected Officials Present: Ms. Carla Barnes, Public Defender; Mr. Jon Sandage, Sheriff, Judge Kevin Fitzgerald; Judge Rebecca Foley; Mr. Will Scanlon, Court Administrator, Circuit Court

Others Present: Mr. Greg Allen,

Chairman Caisley called the meeting to order at 4:30 p.m. and declared a quorum.

Mr. Wasson presented for approval the Coroner's Office – 0001-0031 FY'2017 Recommended Budget.

Mr. Wasson stated that the most significant change was a change in personnel. Mr. Wasson explained not filling the Chief Deputy position but splitting the duties between the other deputies in the office. Ms. Davis indicated that because the deputies have the education and training to handle these duties and the office is small this works very well. Mr. Robustelli asked how she would handle vacation situations for herself. Ms. Davis indicated that the responsibilities have been split so that depending on the situation someone else in the office could effectively handle things that would happen while she was on vacation. Mr. Rankin asked about standards for a Deputy and if those would be met. Ms. Davis confirmed that deputies in her office have education and would meet all requirements.

Mr. Caisley asked about indigent burial expenses not included in the budget. Ms. Davis indicated that they do not usually have expenses in that line and work with local funeral homes should a unique situation arise. Mr. Wendt pointed out that if a funeral home needs to they can submit paperwork to the State for those situations but State usually only pays if the funeral home is having financial difficulty.

Ms. Schafer asked about the vehicle expense. Mr. Wasson stated that they have departments list vehicles under their budget so that the Committees are aware of the requests, but the actual figures are out of the Board budget.

Motion by Wendt/Murphy to recommend approval of the Coroner's – 0001-0031  
FY'2017 Recommended Budget as Submitted.  
Motion carried.

Mr. Wasson presented for action the Public Defender's – 0001-0021 FY'2017 Recommended Budget. He indicated an increase in contract services for the Public Defender's office. Ms. Barnes explained that this will help with case load in her office. Mr. Rankin asked that she please update the committee on need in her office so that they can address any staffing concerns throughout the year. Mr. Caisley asked about the part-time salary in her office. Ms. Barnes indicated that was for a file clerk to help with record retention and filing.

Motion by Robustelli/Rankin to recommend approval of the Public Defender's  
Office – 0001-0021 FY'2017 Recommended Budget as Submitted  
Motion carried.

Mr. Wasson presented for approval the Metro McLean County Centralized Communication Center FY'2017 Recommended Budget. Mr. Wasson went over the notes listed in the packet. Mr. Robustelli asked about the increase in facilities maintenance under non-contractual. Mr. Wasson explained that this was moved to this line at the request of the Auditor. Mr. Cannon explained that this was for services performed by the Facilities staff at the building including HVAC, cleaning, repairs, etc. Mr. Wasson clarified the amount in the budget as opposed to what was in the notes.

Mr. Martin asked how many communities in the County have Starcom. Mr. Cannon indicated that all municipalities have at least one radio. Ms. Schafer asked about the 911 charge that was collected and recent news about it not being collected and distributed. Mr. Cannon indicated that the fee is collected by the State and they are responsible for distributing it to municipalities. Mr. Caisley asked if budget had been approved by Normal. Mr. Wasson indicated that this was not a budget that needed to be approved by Normal, but had been approved by the Metcom Board which contains a representative from Normal.

Motion by Rankin/Wendt to recommend approval of the Metro McLean County  
Centralized Communications Center – (0452-0039) FY'2017 Recommended  
Budget as submitted.  
Motion carried.

Mr. Wasson presented for approval the Emergency Management Agency – 0001-0047 FY' 2017 Recommended Budget. Mr. Wasson handed out a memo and recommended that this budget be tabled until the November meeting. He went over his memo and let the Committee know that they were looking to move this budget to a program line under the Sheriff's office. He indicated that it is challenging for the staff in EMA which is one person at this time, to meet all of the needs that EMA is designed to address. Mr. Wasson stated that by moving

this to the Sheriff's office it would allow Mr. Clark to work more on activities, training and volunteers and would move the administrative side of this program to the Sheriff's Office. Mr. Rankin asked about the reclass suggested and how it compared to the position now and if Mr. Clark would be expected to apply for the new position. Mr. Wasson stated that they evaluated the position and determined that with all of the things done a reclass was in order. Mr. Sandage addressed the committee and indicated that would not be the case as they needed someone with Mr. Clark's experience and knowledge to continue to work with the volunteers and all of the programs EMA come into contact with. Mr. Robustelli stated that he supported this as it seemed to make sense for providing service to the public. He asked the Sheriff how this would affect the work load of his administrative staff. Mr. Sandage indicated that administrative duties would be given to those individual who already handle similar jobs in the Sheriff's office so the transition should not affect one individual person greatly.

Motion by Wendt/Rankin to table approval of the Emergency Management Agency (0001-0047) FY'2017 Recommended Budget until the November Committee meeting.  
Motion carried.

Mr. Caisley indicated asked the Committee if they were in agreement to consider items 2A1a (5),(6),and (7) together. The Committee concurred. Mr. Wasson presented for approval the Circuit Court – 0001-0016 FY'2017 Recommended Budget. Ms. Schafer asked about the juror expense and if this budget reflected the recent change. Mr. Scanlan indicated that they were waiting until after the veto session to make sure there were no further changes and then they would probably need to bring a budget adjustment to the Committee for review and approval. Mr. Caisley indicated that he was not in agreement with the recent change which lowered the rates received by jurors. Mr. Rankin asked about line 832 office furniture and equipment. Mr. Scanlan indicated that was to replace chairs in the jury room and on the 3<sup>rd</sup> floor.

Mr. Wasson presented the Circuit Court Neutral Site Custody Exchange 0170-0016 budget. Mr. Martin asked how many people utilize this service. Mr. Scanlan indicated that he did not have the number, but would look it up and provide it to the Committee. Mr. Caisley asked if they had concerned having this service provided through local law enforcement. Mr. Scanlan indicated they would not recommend that as it would put the responsibility on small municipalities who do not have 24/7 staffing and would add a burden to the Sheriff's department.

Mr. Wasson presented the Circuit Court Children's Waiting Room 0171-0016 budget. Mr. Murphy asked if this was in conjunction with Children's Home and Aid. Mr. Scanlan confirmed it was.

Motion by Robustelli/Rankin to recommend approval of Circuit Court General Fund (0001-0016) FY'2017 Recommended Budget, Circuit Court Neutral Site Custody Exchange Fund (0170-00016) and Children's Waiting Room (0171-00016) FY'2017 Recommended Budgets as submitted.  
Motion Carried

Mr. Wasson presented for action the Jury Commission (0001-0018) FY'2017 Recommended Budget. Chairman Caisley asked if there were any questions regarding this budget; hearing none he called for the vote.

Motion by Schafer/Rankin to recommend tentative approval of the Jury Commission 0001-0018 FY'2017 Recommended Budget as submitted.

Motion Carried

Chairman Caisley asked the Committee if they would consider items 2A1a (9), (10) and (11) as one item. The Committee concurred. Mr. Wasson presented for action the Sheriff's Department (0001-0029) FY'2017 Recommended Budget. Mr. Rankin asked if they needed to table this until the EMA budget was considered. Mr. Wasson indicate that they could table or review and approve now and they at the next meeting reconsider the budget if they approved moving EMA budget to the Sheriff budget. Mr. Wasson explained that EMA would be a program under the Sheriff's budget and not a separate Department. Mr. Caisley asked about the increase in several of the fee line items. Mr. Sandage indicated they based those numbers on analysis and how numbers seemed to be trending. Ms. Schafer asked if this trend was due to more people paying fees. Mr. Sandage indicated that officers were issuing more tickets and making more arrests. Mr. Allen stated that we collect these fees as they bond out. Mr. Caisley asked about revenue that involved contract with ISU and others. Mr. Wasson confirmed that they only included revenue in that line for the contract with the Airport.

Mr. Wasson presented the budget for the Sheriff's Department Court Security Fund 0141-0029. Chairman Caisley asked if there were any questions; hearing none they moved to the next program. Mr. Wasson presented the budget for the Merit Board. Chairman Caisley asked if there were any questions regarding this budget; hearing none, he called for the vote.

Motion by Wendt/Robustelli to recommend approval of the Sheriff's Department (0001-0029) FY'2017 Recommended Budget, the Sheriff's Department Court Security Fund (0141-0029) FY'2017 Recommended Budget and the Merit Board – 0001-0008 FY' 2017 Recommended Budget as Submitted.

Motion carried.

Chairman Caisley asked if there was any other business or communication for the Justice Committee; hearing none, he adjourned the meeting.

Meeting adjourned at 5:35 p.m.

Respectfully submitted,



Julie Morlock  
Recording Secretary