

Minutes of the Justice Committee

The Justice Committee of the McLean County Board met on Tuesday, December 5, 2017 at 4:30 p.m. in Room 400 of the Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman George Gordon, Members Carlo Robustelli, George Wendt, Randall Martin, Dave Selzer and Susan Schafer

Members Absent: Member Scott Murphy

Other County Board
Members Present

Staff Present: Mr. William Wasson, County Administrator; Mr. Don Knapp, Assistant County Administrator, Ms. Jessica Woods, First Civil Assistant State's Attorney; Mr. Eric Schmitt, Administrative Services Director, and Ms. Julie Morlock, Recording Secretary;

Department Heads/

Elected Officials Present: Jon Sandage, Sheriff; Ms. Carla Barnes, Public Defender Office; Kathy Davis, Coroner; Cassy Taylor, Court Services; Will Scanlan, Circuit Court; Jason Chambers, State's Attorney

Others Present: Greg Allen, Chief Deputy Sheriff; Cathy Waltz, Juvenile Detention Center

Chairman Gordon called the meeting to order at 4:35 p.m. and declared a quorum.

Chairman Gordon presented the minutes of the November 7, 2017 regular meeting for approval.

Motion by Martin/Schafer to approve the minutes from the November 7, 2017 regular meeting.
Motion Carried.

Chairman Gordon confirmed with Mr. Wasson there were no appearances by members of the public.

Ms. Judy Brucker, Director, Children's Advocacy Center presented for action a request to approve a contract between Sharon Klingman and the McLean County Children's Advocacy Center for Therapist Services.

Motion by Robustelli/Martin to recommend approval of a contract between Sharon Klingman and the McLean County Children's Advocacy Center for Therapist Services.
Motion Carried. (Chair Voted)

Ms. Brucker presented for action a request to approve a Lease Agreement between the Hope Pregnancy Center of Livingston County and McLean County for office space on the

second floor of building located at 202 N. Main St., Pontiac, IL 61764. Mr. Brucker indicated that this location is where they offer CAC services in Livingston County and the rent is paid from the fees collected in Livingston County and paid to McLean County.

Motion by Selzer/Robustelli to recommend approval of a Lease Agreement between the Hope Pregnancy Center of Livingston County and McLean County for office space on the second floor of building located at 202 N. Main St., Pontiac, IL 61764.

Motion Carried. (Chair voted)

Ms. Brucker presented her monthly reports. Ms. Schafer thanked Ms. Brucker for all of her time and service to the County. Mr. Gordon congratulated her on her retirement and the fact the Children's Advocacy Center and CASA programs have maintained accreditation for 13 years. Ms. Brucker stated that she feels the increases speak to the quality of work they provide to the children. Chairman Gordon asked if there were any questions or comments from the Committee, hearing none, he thanked her.

Mr. Don Everhart; McLean County Circuit Clerk presented his monthly reports. Chairman Gordon asked if the Committee had any questions or comments; hearing none, he thanked Mr. Everhart.

Ms. Carla Barnes, Public Defender presented for action five contracts between her office and special public defenders including John J. Bussan, Philip Finegan, Kelly R. Harms, Alan J. Novick, and Byron L. Schneringer. Ms. Barnes indicated these contracts help significantly with workload.

Motion by Wendt/Selzer to recommend contracts between the Public Defender's office and John J. Bussan, Philip Finegan, Kelly R. Harms, Alan J. Novick, and Byron L. Schneringer.

Motion Carried. (Chair Voted)

Ms. Carla Barnes, Public Defender presented her monthly report. Chairman Gordon asked if there were any questions for Ms. Barnes; hearing none, he thanked her.

Mr. Sandage, McLean County Sheriff presented for action a request to approve an Agreement for GED Instruction, Calendar Year 2018 with Heartland Community College and the McLean County Sheriff's Office. Mr. Selzer asked if we offer any higher education. Mr. Greg Allen indicated that they offer life skills classes but nothing formally in the higher education category.

Motion by Schafer/Martin to recommend approval an Agreement for GED Instruction, Calendar Year 2018 with Heartland Community College and the McLean County Sheriff's Office.

Motion Carried.

Mr. Sandage presented for action a request to approve Intergovernmental Agreements between the County of McLean and the City of Bloomington, Illinois State University, and

the Town of Normal to provide booking services. Mr. Sandage indicated that they are continuations from contracts from last year.

Motion by Wendt/Martin to recommend approval of Intergovernmental Agreements between the County of McLean and the City of Bloomington, Illinois State University, and the Town of Normal to provide booking services
Motion Carried.

Mr. Sandage presented for action a request to approve a Contract with Ruth Chin to provide Inmate Chaplain Services. Mr. Selzer pointed out Scribner's error to change his to her.

Motion by Selzer/Martin to recommend approval of contract with Ruth Chin to provide Inmate Chaplain Services.
Motion Carried.

Mr. Sandage, presented for action a request to approve Morphotrust USA fingerprint machine maintenance agreement January 1 - December 31, 2018. Mr. Sandage indicated it is a continuation of the contract from previous year.

Motion by Selzer/Schafer to recommend approval of Morphotrust USA fingerprint machine maintenance agreement January 1, - December 31, 2018
Motion Carried.

Mr. Sandage presented his monthly reports. Ms. Schafer asked for an update on the Law & Justice expansion. Mr. Wasson provided an update that included dates of cell delivery and installation completion as well as anticipated date for the structure to be mainly enclosed. Chairman Gordon asked if there were any questions for Mr. Sandage; hearing none, he thanked him.

Mr. Jason Chambers, McLean County State's Attorney presented his monthly reports. Mr. Chambers stated they will have a drop in delinquency cases and misdemeanors, and felonies will hold about even. He also let the Committee know of recent statute changes that while good for citizens, put extra burdens on his staff. Chairman Gordon asked if there were any questions or comments; hearing none, he thanked Mr. Chambers.

Mr. Will Scanlan, Circuit Court Administrator presented for action a request to approve an Amendment to the Children's Waiting Room Agreement between the Eleventh Judicial Circuit Court, McLean County and the Children's Home & Aid. Mr. Selzer asked about changing notice section. Mr. Scanlan stated that the Addendum is the part that needs to reflect but not the original contract.

Motion by Selzer/Robustelli to recommend approval of an Amendment to the Children's Waiting Room Agreement between the Eleventh Judicial Circuit Court, McLean County and the Children's Home & Aid.
Motion Carried. (Chair voted)

Mr. Scanlan presented for action a request to approve an Amendment to the Neutral Site Custody Exchange and Supervised Visitation Center Agreement.

Motion by Martin/Schafer to recommend approval of an Amendment to the Neutral Site Custody Exchange and Supervised Visitation Center Agreement
Motion Carried.

Mr. Scanlan presented for action a request to approve contract for Title IV-D Expedited Support Program Hearing Officer.

Motion by Martin/Schafer to recommend approval of a contract for Title IV-D Expedited Support Program Hearing Officer
Motion Carried.

Mr. Knapp mentioned that they would bring to Stand-up a contract for Westlaw Services that was previously reviewed with the Committee.

Ms. Davis presented her monthly reports. Ms. Davis indicated that Illinois Violent Death Reporting System at Laurie's Children's Foundation Hospital completed stats for 2016 but we would not have results until June of 2018. Ms. Schafer also mentioned that the Opioid summit was very informative and thanked her and others for participating. Chairman Gordon asked if there were any questions for Ms. Davis; hearing none, he thanked her.

Ms. Cassy Taylor, Director of Court Services presented her monthly reports. Ms. Taylor pointed out the number of Community Service hours being monitored by one person in her office. Ms. Schafer asked how many people she covers each month. Ms. Taylor stated that she monitors 1074 people. Mr. Robustelli asked about threshold numbers for an individual in this position. Ms. Taylor indicated they want it to be less than 500. She indicated they utilize support staff and it helps that individual is extremely organized. Mr. Robustelli asked what would happen if she fails to keep track of individuals. Ms. Taylor indicated she reports to the Judges who has completed hours so lack of communication would bog down the system. Mr. Robustelli asked how they cover vacation or sick time. Ms. Taylor indicated that the Deputy Director and others are trained to cover. Mr. Robustelli asked if she felt this was sustainable. Ms. Taylor indicated she would be hard pressed to replace her if she retires. Mr. Selzer stated that individuals does have systems and things that help her to track hours and agreed that she is extremely organized which helps. Chairman Gordon asked if the Committee had any questions for Ms. Taylor; hearing none, he thanked her.

Ms. Taylor indicated that Ms. Cathy Waltz, Superintendent of the Juvenile Detention Center is retiring at the end of the week and thanked her for all of her assistance and service to the County. Ms. Schafer also thanked her for all of her assistance.

Chairman Gordon indicated he had been informed that the closed session and action item on the agenda under Ms. Taylor were no longer necessary and were pulled from the Agenda.

Mr. Wasson presented his monthly report on recent employment activities including one position filled under the purview of the Justice Committee.

Chairman Gordon asked if there was any other business.

Chairman Gordon presented the Justice Committee with a transfer from the Circuit Clerk office for approval

Motion by Robustelli/Schafer to approve the transfer from the Circuit Clerk's office.

Motion Carried.

Chairman Gordon presented the bills for review and approval as transmitted by the County Auditor. Mr. Gordon read a letter from the Auditor that indicated there were lines over budget for several departments, Circuit Court, Coroner, ETSB and Children's' Advocacy Center and indicated that there would be Emergency Appropriations completed to rectify these discrepancies. Mr. Wasson pointed out that ETSB does not fall under the purview of the County Board and should not have been listed in the letter. He also indicated that the Circuit Court was corrected last month. Mr. Robustelli indicated that he felt these issues should be reviewed in time for corrections to be made before the Committee meeting but if that was not possible he would ask that Ms. Anderson be present to address issues listed in letters. He stated that he would rather not take action on this. Mr. Selzer agreed that he would rather not vote on this until corrections are made to the line items and the letter. He stated that while she might not give others the opportunity to make corrections, he felt they should give her the opportunity to make corrections before they act on the bills. He asked if we could act on this in Stand-up meeting. Mr. Wasson stated that they can address these in a Stand-up. Mr. Robustelli asked how soon the letter is presented to the Administrator's office. Mr. Wasson stated that letters are given to our office either day or two before but we have also received them a few minutes before the meeting. He stated letters are almost always received after packets have been distributed, so unable to include transfers or Emergency Appropriations to rectify matters listed in the letters.

Mr. Wasson also pointed out that processes will be changing with the transfer of accounts payable to the Treasurer's office. He suggested that we not address procedure issues in the Auditor's office regarding accounts payable, but recommended that we come up with suggestions to help with new procedures in the Treasurer's office and how to handle the Auditor's recommendation of payment of the bills by the County Board as is statutorily required. Ms. Schafer stated that some Departments know about discrepancies and could answer questions without the Auditor being present. Mr. Selzer stated that he felt the issue was rectifying this before they spend money that is not present in that line item. He stated that these seem reactive instead of proactive, but felt that changes that were going to be made in the near future that would help with these situations.

A motion was made by Robustelli/Selzer to post-pone approval of the bills until a Stand-up prior to the County Board meeting on December 19, 2017.

Motion Carried. (Chair voted)


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Chairman Gordon asked if there was any other business or communication for the Justice Committee; hearing none, he adjourned the meeting at 5:25 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Julie A. Morlock".

Julie Morlock
Recording Secretary