

COURT SERVICES COMMITTEE  
MINUTES  
APRIL 6, 2017  
5:00 PM

PRESENT: Vice Chairman- Abe Forsyth, Tony DelGiorno, Pam Deppe, Catie Sheehan & Todd Smith

MEMBERS NOT PRESENT: John O'Neill and Clyde Bunch.

OTHERS: Paul Palazzolo, Brian McFadden, Mike Torchia, & Mary Carter (secretary)

Vice Chairman Forsyth called the meeting to order at 5:03 pm. Sheehan made a motion to approve the minutes from February 2<sup>nd</sup> & March 14<sup>th</sup>. Deppe seconded. Motion carried (5-0)

**Department Updates:**

**New Business:**

Brian McFadden, County Administrator, was present to inform the committee that the approval to hire by the Public Defender's office will be tabled tonight. His concern is that there isn't a plan as to how his employees get a salary adjustment. We are working through that process so for now the item needs to be tabled. *Smith made a motion to table it and Sheehan seconded. Motion carried (5-0)*

**Court Administration – no report**

**Court Services:** Mike Torchia presented:

- Approval to hire a Treatment Specialist at an annual salary of \$41,190.00 effective May 7, 2017. Current employee will leave the payroll effective April 7, 2017. *Smith made a motion to approve and DelGiorno seconded. Motion carried (5-0)*
- Torchia reported that there has been a spike in the detention count.
- Torchia also reported that instead of being able to fly home from their Seattle conference, they had to rent a car to drive home. So the committee will see a bill for that. Hopefully they will get their airfare money back since the flight was cancelled.
- Torchia is going before the finance committee for grants approval for two grants. The first grant is for the juvenile justice grant & the second one is the adult reemploy grant which we use to support the drug court program.

**Circuit Clerk:** Paul Palazzolo presented:

- Approval to hire a replacement Assistant to the Clerk at an annual salary of \$54,479 effective May 8, 2017. Previous employee left the payroll on 3/27/17.
- Approval to hire Denise Reid as a Temporary Assistant to the Clerk at an hourly salary of 29.00/hr effective May 8, 2017. She would come back to train for 5 days to train the new person.
- Approval to hire a replacement Part Time Court Operations Assistant –Vault at an hourly salary of 11.14/hr effective April 11, 2017. Previous employee left position on January 31, 2017.
- Approval to hire a replacement Court Clerk at an annual salary of \$26,691.22 effective May 24, 2017. Current employee will leave the position effective April 24, 2017.
- Approval to hire a replacement Disposition Technician at an annual salary of \$30,000 effective April 24, 2017. Previous employee left the position on March 17, 2017.  
*Sheehan made a motion to approve all positions & DelGiorno seconded. Motion carried (5-0)*

DelGiorno asked Palazzolo what the plan on the e-filing is. Palazzolo said that there are working on that right now. He said eventually they will have a kiosk for people that don't have computers at home or at the library. They are still waiting on rules & forms from the AOIC. They are supposed to be live January 1 but are hoping to be live on October 1 so they can work out any "bugs".

The requisitions were reviewed and signed. DelGiorno made a motion for requisition approval and Deppe seconded. Motion carried (5-0). Smith asked Palazzolo about the large expense for data recovery. Is it new or do we do it every year? Palazzolo says we do it every year.

There was no old business or public comment. Smith made the motion to adjourn, seconded by DelGiorno. The motion carried (5-0) and the meeting was adjourned at 5:18pm.

APPROVED