

COURT SERVICES COMMITTEE
MINUTES
SEPTEMBER 6, 2018
5:00 PM

PRESENT: John O'Neill- Chairman, Abe Forsyth – Vice Chairman, Clyde Bunch, Tony DelGiorno, Pam Deppe & Todd Smith.

MEMBERS NOT PRESENT: Catie Sheehan

OTHERS: David Durall, Mike Torchia, Suzann Maxheimer

Chairman O'Neill called the meeting to order at 5:00pm. ***Bunch made a motion to approve the minutes from August 2nd and Deppe seconded. Motion carried (6-0)***

New Business:

Department Updates:

Court Administration: – Suzann Maxheimer

Suzann reported that Circuit Judge Graves will be retiring on 12/2/18 and Associate Judge Otwell will be retiring at the end of December 2018. Bunch asked if they would appoint a judge until an election is held (for Graves' position) DelGiorno said that Rita Garman (Supreme Court Justice) will make the appointment. For Otwell's position, the entire circuit will vote on whom to appoint.

Court Services: - Mike Torchia

- Approve to hire a replacement Probation Officer at an annual salary of \$38,870 effective October 9, 2018.
- Approve to hire a replacement Detention Supervisor at an annual salary of \$59,146 effective October 9, 2018.
- Approve to hire a replacement Assistant Superintendent/PREA Coordinator at an annual salary of \$58,746-\$74,175 effective December 1, 2018. ***Smith made a motion to approve all three approvals and Bunch seconded. Smith asked if they all meet the 30 day lag (they do) He also asked about the range for the Asst Superintendent position. Torchia says the higher amount is what the person was making when he left and Torchia will most likely be paying on the lower end. Motion carried (6-0) Smith said the document for signatures did not specify the range but he wants the record to show that the committee did approve the range.***
- Approve County Board Resolution authorizing the Director of Court Services to purchase 28 computers at a cost not to exceed \$22,869.56 Torchia says they are using the probation fee money to pay for the computers. ***Bunch made a motion to approve & Deppe seconded. Motion carried (6-0)***

Torchia also let the committee know that a grant (planning) that the committee approved in May will be coming before the County Board next week (9/11)

**The Juvenile Detention report: average daily population is 12.45 for August. Average for the year is 10.30. Capacity is 16. We are running at 64.4% capacity rate.

Circuit Clerk: -Paul Palazzolo/David Durall

- Approve to hire a replacement Court Operations Asst. at an annual salary of \$27,385.19 effective September 24, 2018.
- Approve to hire a replacement Assistant Manager at an annual salary of \$30,000 effective October 15, 2018.
- Approve to hire two (2) replacement Court Clerks at an annual salary of \$27,385.19 effective September 24, 2018.
- Approve to hire a replacement Part Time Court Clerk at a rate of \$11.43/hour effective September 10, 2018.
- Approve to hire a Court Operations Asst. Vault at a rate of \$11.43/hour effective September 24, 2018.
- Approve to hire a replacement Part Time at a rate of \$11.43/hour effective September 24, 2018. ***Bunch made a motion to consolidate all 6 approvals and approve them all and DelGiorno seconded. Motion carried (6-0)***

The requisitions were reviewed and signed. ***Bunch made a motion to approve and DelGiorno seconded. Motion carried (6-0).***

There was no old business or public comment.

Bunch made a motion to adjourn, seconded by DelGiorno. The motion carried (6-0) and the meeting was adjourned at 513pm.

APPROVED