

COURT SERVICES COMMITTEE
MINUTES
FEBRUARY 7, 2019
5:00 PM

PRESENT: John O'Neill- Chairman, Abe Forsyth – Vice Chairman, Pam Deppe, Catie Sheehan & Todd Smith.

MEMBERS NOT PRESENT: Clyde Bunch & Tony DelGiorno

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

Chairman O'Neill called the meeting to order at 5:00pm. ***Smith made a motion to approve the minutes from January 3rd and Deppe seconded. Motion carried (4-0)***

New Business:

Department Updates:

Court Administration: – Suzann Maxheimer-no report given

Public Defender: – Bob Scherschligt-no report given

1. Approve Salary Adjustment for Victoria Kerr with an increase in salary from \$50,121 to \$54,121 effective 2/18/19.
2. Approve Salary Adjustment for Andrew Albrecht with an increase in salary from \$49,200 to \$53,200 effective 2/18/19. ***Sheehan made a motion to table both 1 & 2, Deppe seconded. Motion carried (5-0) Brian explained that we are still awaiting results of a salary study before these can be acted upon.***

Circuit Clerk: -Paul Palazzolo/David Durall

1. Approval to hire a Part-Time Court Clerk at an hourly salary of \$11.43/hr effective 2/11/19. Previous employee left this position on 1/4/19.
2. Approval to hire a Part-Time Court Operations Asst-Vault at an hourly salary of \$11.43/hr effective 3/11/19. Previous employee left this position on 1/23/19. ***Smith made a motion to approve 1 & 2 and Deppe seconded. Motion carried (4-0)***

Court Services: - Mike Torchia

1. Notice to Court Services Committee that a Grant Approval went before Finance Committee on 02/05/19 in regards to supplemental funding for trauma treatment services for problem-solving courts participants through Adult Redeploy Illinois in the amount of \$50,000. No matching funds are required.
2. Approval to promote a Secretary to a Senior Secretary position as a result of re-classifying the Senior Secretary/MIS position with a salary range of \$31,363.00 to \$35,298.00. The Senior Secretary/MIS position left the payroll on December 28, 2018.
3. Approval to Hire a Data Support Specialist, as a result of re-classifying the Senior Secretary/MIS position, at a salary of \$28,017.00. The Senior Secretary/MIS person left the payroll on December 28, 2018.

4. Approval to Hire a Senior Detention Officer at an annual salary of \$47,548.00 effective February 18, 2019. The previous employee left the payroll on January 19, 2019.
5. Approval to Hire a Detention Officer at an annual salary of \$42,689.00 effective March 8, 2019. The current employee will be leaving the payroll on February 8, 2019. **Smith made a motion to approve 2, 3, 4 & 5 and Deppe seconded. Motion carried (4-0)**
6. Approval to Travel for Michael Torchia to attend a Community Crisis/Detox Center in San Antonio, TX as a result of the Safety and Justice Challenge Innovation grant from February 18-20, 2019 at the cost of \$767.00.
7. Approval to Travel for Kent Holsopple to attend a Community Crisis/Detox Center in San Antonio, TX as a result of the Safety and Justice Challenge Innovation grant from February 18-20, 2019 at the cost of \$767.00.
8. Approval to Travel for Tracey Smith to attend a Community Crisis/Detox Center in San Antonio, TX as a result of the Safety and Justice Challenge Innovation grant from February 18-20, 2019 at the cost of \$767.00.
9. Approval to Travel for Jan Gambach to attend a Community Crisis/Detox Center in San Antonio, TX as a result of the Safety and Justice Challenge Innovation grant from February 18-20, 2019 at the cost of \$767.00.
10. Approval to Travel for unknown person from Springfield Police Department to attend a Community Crisis/Detox Center in San Antonio, TX as a result of the Safety and Justice Challenge Innovation grant from February 18-20, 2019 at the cost of \$767.00.
11. Approval to Travel for Dawn DeFraties to attend a Community Crisis/Detox Center in San Antonio, TX as a result of the Safety and Justice Challenge Innovation grant from February 18-20, 2019 at the cost of \$767.00. **Sheehan made a motion to consolidate & approve 6 through 11 and Forsyth seconded. Motion carried (5-0)**

**The Juvenile Detention report: average daily population is 10.94 for January. Average for the year is 10.94. Capacity is 16. We are running at 68.4% capacity rate.

The requisitions were reviewed and signed. **Forsyth made a motion to approve and Deppe seconded. Motion carried (5-0). Sheehan made a motion to approve the purchase reports and Forsyth seconded. Motion carried (5-0)**

There was no old business or public comment.

Sheehan made a motion to adjourn, seconded by Forsyth. The motion carried (5-0) and the meeting was adjourned at 511pm.