

COURT SERVICES COMMITTEE
MINUTES
MAY 2, 2019
5:00 PM

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

MEMBERS NOT PRESENT: none

OTHERS: Mike Torchia, Bob Scherschligt, David Durall & Mary Carter (secretary)

A quorum was present. Chairman O'Neill called the meeting to order at 5:00pm. ***Bunch made a motion to approve the minutes from April 4th and Deppe seconded. Motion carried (7-0)***

New Business:

Department Updates:

Court Administration: – Suzann Maxheimer (Mike Torchia presented)

1. Purchase Order No. 2019.0404.05 for Richard Kalinowski-1997-CF-000103 case-Dr. Lesley Kane at a cost of \$3,950.00. ***Bunch made a motion to approve and Forsyth seconded. Motion carried (7-0)***

Public Defender: – Bob Scherschligt

1. Approve Salary Adjustment for Victoria Kerr with an increase in salary from \$50,121 to \$54,121 effective 2/18/19. ***(TABLED FROM 2/7/19)***
2. Approve Salary Adjustment for Andrew Albrecht with an increase in salary from \$49,200 to \$53,200 effective 2/18/19. ***(TABLED FROM 2/7/19)***
3. Purchase Order No. 2019-0408-004-00568B & County Board Resolution-Dr. Pan for Forensic Examinations at a cost of \$40,000.00. ***(TABLED FROM 4/4/19)***
4. Purchase Order No. 2019-0408-004-00568A-Dr. Killian for Forensic Examinations at a cost of \$10,000.00. ***(TABLED FROM 4/4/19)***

DelGiorno made a motion to remove 1 & 2 from the table and Deppe seconded. Motion carried (7-0) Bunch made a motion to approve 1 & 2, seconded by DelGiorno. Motion carried (7-0)

DelGiorno made a motion to remove 3 & 4 from the table and Bunch seconded. Motion carried (7-0) DelGiorno made a motion to approve 3 & 4, seconded by Melchin. Motion carried (7-0)

Circuit Clerk: -Paul Palazzolo/David Durall

1. Purchase Order No. 2019-0429-01-SynapSIS for firewall upgrade & support for disaster recovery at a cost of \$8,000.00.
2. Approval to hire a Court Operations Assistant-Vault at an annual salary of \$27,385.19/14.0437 effective 5/20/19. Previous employee left the position on 4/5/19.
3. Approval to hire a Part Time Court Operations Asst-Vault at an hourly rate of \$11.43 effective 5/26/19. Previous employee left the position on 4/26/19.

4. Approval to hire a Part Time Court Clerk at an hourly rate of \$11.43 effective 5/26/19. Previous employee left the position on 4/26/19.
5. Approval to hire a Part Time Records File Clerk at an hourly rate of \$11.43 effective 5/26/19. Previous employee left the position on 4/26/19.
6. Approval to hire four (4) Seasonal positions at an hourly rate of \$10.00 effective 5/13/19. Previous employees left the position on 7/5/17, 8/4/17 & 8/20/17 **Smith made a motion to approve 1-6 and Bunch seconded. Motion carried (7-0)**

Court Services: - Mike Torchia

1. Purchase Order No. 19.0418.541.1.mjt1 & County Board Resolution-Southern Illinois University-School of Medicine for data collection/analysis, psychiatric services at a cost of \$69,057.60. **Bunch made a motion to approve & Forsyth seconded. Motion carried (7-0)**
2. Approval to Travel for Mike Torchia to attend the American Probation and Parole Association conference in San Francisco, CA from August 17-21, 2019 at a cost of \$2,648.00. **DelGiorno made a motion to approve & Melchin seconded. Motion carried (7-0)**
3. Approval to Travel for Mike Torchia to attend the Safety & Justice Challenger Site Visit in Milwaukee, WI from June 3-4, 2019 at a cost of \$424.00.
4. Approval to Travel for Kent Holsopple to attend the Safety & Justice Challenger Site Visit in Milwaukee, WI from June 3-4, 2019 at a cost of \$224.00.
5. Approval to Travel for Tracey Smith to attend the Safety & Justice Challenger Site Visit in Milwaukee, WI from June 3-4, 2019 at a cost of \$224.00.
6. Approval to Travel for Mary Beth Rodgers to attend the Safety & Justice Challenger Site Visit in Milwaukee, WI from June 3-4, 2019 at a cost of \$224.00.
7. Approval to Travel for William Strayer to attend the Safety & Justice Challenger Site Visit in Milwaukee, WI from June 3-4, 2019 at a cost of \$224.00.
8. Approval to Travel for Keri Wolf to attend the Safety & Justice Challenger Site Visit in Milwaukee, WI from June 3-4, 2019 at a cost of \$224.00.
9. Approval to Travel for Jan Gambach to attend the Safety & Justice Challenger Site Visit in Milwaukee, WI from June 3-4, 2019 at a cost of \$224.00.
10. Approval to Travel for Suzann Maxheimer to attend the Safety & Justice Challenger Site Visit in Milwaukee, WI from June 3-4, 2019 at a cost of \$224.00. **DelGiorno made a motion to approve 3-10 and Smith seconded. Motion carried (7-0)**

**The Juvenile Detention report: average daily population is 14.37 for April. Average for the year is 12.05. Capacity is 16. We are running at 75.3% capacity rate.

Bunch made a motion to approve the purchase reports and DelGiorno seconded. Motion carried (7-0) There were no procurement/grant notifications to report.

There was no old business or public comment.

Bunch made a motion to adjourn, seconded by Melchin. The motion carried (7-0) and the meeting was adjourned at 516pm.