

COURT SERVICES COMMITTEE
MINUTES
JUNE 6, 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: Suzann Maxheimer, Mike Torchia, Dan Wright, Paul Palazzolo & 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 May 2nd and Deppe seconded. Motion carried (6-0)***

New Business:

Department Updates:

Court Administration: – Suzann Maxheimer reported to the committee that they have had 4 civil jury trials & 8 criminal jury trials so far this year. From January through June 4th, they have had just as many trials so far that they had in 2018. Notice is up for an associate judge opening until June 13th. Judge Sanchez will be retiring in July.

State's Attorney: – Dan Wright

1. Approval to Hire a Clerk Typist at an annual salary of \$24,247.00 effective 6/12/19. Previous employee was promoted on 6/12/19.
2. Approval to Promote Megan Minor from the position of Clerk Typist to Secretary with a change in salary from \$24,857.47 to \$27,142.00 effective 6/12/19
3. Approval to Hire Amber Calvert as a Victim Witness Advocate at an annual salary of \$32,935.00 effective 6/17/19. Previous employee left the position on 5/10/19. These positions are all funded by grant money so Dan is asking for the committee to waive the 30 day lag.

Smith made a motion to approve #1-3 and Melchin seconded. Motion carried (7-0)

Public Defender: – Bob Scherschligt-no report

Circuit Clerk: -Paul Palazzolo/David Durall

1. Purchase Order No. 2019-0603-00-Saltus Technologies for additional DigiTicket licenses for Thayer & Auburn Police Departments at a cost of \$4,160.00.
2. Purchase Order No. 2019-0603-01-AdGators for annual maintenance for "Docket Vision Digital Signage" at a cost of \$4,013.40.
3. Purchase Order No. 2019-0603-02-Bradfield's, Inc. for Microsoft Office Home & Business software licenses at a cost of \$4,060.00.
4. Purchase Order No. 2019-0603-03-LRS IT Solutions for renewal maintenance on the Optical Drives in house and at the DR site at a cost of \$12,386.00.
5. Resolution Approval for Civil, Criminal & Traffic Fees Structures effective 7/1/19.

Bunch made a motion to approve #1-5 and DelGiorno seconded. Motion carried (7-0)

Court Services: - Mike Torchia

1. Approval to Hire a Family Violence Coordinating Council/Grant Coordinator at an annual salary of \$36,879.00 to \$55,317.00 effective 7/1/19. This position will be mostly funded through grants.
2. Purchase Order No. 19.0528.541.001.JC1 & County Board Resolution for services from SIU-SOM for trauma-informed treatment services at the cost of \$50,000.00 (using Adult Redeploy Illinois grant) ***Bunch made a motion to approve 1 & 2 and DelGiorno seconded. Motion carried (7-0)***

**The Juvenile Detention report: average daily population is 14.61 for May. Average for the year is 12.58. Capacity is 16. We are running at 78.6% capacity rate.

DelGiorno made a motion to approve the purchase reports and Melchin 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 DelGiorno. The motion carried (7-0) and the meeting was adjourned at 516pm.

APPROVED