

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

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

MEMBERS NOT PRESENT: Clyde Bunch

OTHERS: Mike Torchia, Suzann Maxheimer, Dan Wright, Dave Durall, Craig Hall & Mary Carter (secretary)

A quorum was present. Chair O'Neill called the meeting to order at 5:02pm. **DelGiorno made a motion to approve the minutes from October 3rd and Melchin seconded. Motion carried (6-0)**

**New Business:**

**Department Updates:**

**Court Administration:** -Suzann Maxheimer gave her report.

**Public Defender – Bob Scherschligt**-no report

**Circuit Clerk – Paul Palazzolo/David Durall**

1. Approval to Hire a Part Time Deputy Clerk at an hourly salary of \$12.4518 effective 11/18/19. The previous employee left the position on 9/30/18.
2. Approval to Hire a Seasonal employee at an hourly salary of \$10.00 effective 12/9/19. Previous employee left the position on 7/25/19.
3. Approval to Hire a Seasonal employee at an hourly salary of \$10.00 effective 12/9/19. Previous employee left the position on 8/9/19.
4. Approval to Hire a Seasonal employee at an hourly salary of \$10.00 effective 12/9/19. Previous employee left the position on 8/14/19.
5. Approval to Hire a Seasonal employee at an hourly salary of \$10.00 effective 12/9/19. Previous employee left the position on 8/15/19.
6. Purchase Order No. 2019-1104-01, JANO Technologies for FY2020 maintenance at a cost of \$122,691.55. (County Board Resolution- 11/14/17)
7. Purchase Order No. 2019-1104-02 & County Board Resolution, Hanson Information System for disaster recovery at a cost of \$31,159.20.
8. Purchase Order No. 2019-1104-03, Access2Go(Stratus Networks) for web access line at a cost of \$4,702.32.
9. Purchase Order No. 2019-1104-04, Verizon for wireless connections for management laptop at a cost of \$6,841.80.
10. Purchase Order No. 2019-1104-05, Saltus Technologies for digiTICKET at a cost of \$70,980. (County Board Resolution – 2/9/16)
11. Purchase Order No. 2019-1104-06, LRS for annual renewal of maintenance at a cost of \$3,278.44. **Smith made a motion to approve all requests from the Circuit Clerk and Melchin seconded. Motion carried (6-0)**

### State's Attorney – Dan Wright

1. Pre-Travel Approval for Dan Wright to attend the State's Attorney's Winter Conference in Chicago, IL from 12/11-13, 2019 at a cost of \$1,174.
2. Approval to Hire a Clerk Typist at an annual salary of \$24,732 effective on or after 12/2/19. The previous employee will be promoted on 11/18/19.
3. Approval to Hire a Victim/Witness Advocate at an annual salary of up to \$36,400 effective on or after 12/1/19. The previous employee left the position on 10/18/19.
4. Approval to Hire an Assistant State's Attorney Level 1 at an annual salary of up to \$48,000 effective on or after 11/14/19. The previous employee was promoted on 10/14/19.
5. Approval to Hire a Senior Assistant State's Attorney at an annual salary of up to \$70,000 effective on or after 11/12/19. The previous employee was promoted on 10/6/19.
6. Approval to Promote Amber Bencher, who's current title is Clerk Typist, to Secretary. The annual salary will change from \$24,247 to \$27,142 effective 11/18/19. **DelGiorno made a motion to approve items #1-6 and Deppe seconded. Motion carried (6-0)**
7. Approval to Adjust Salary for Katherine VonDeBur, Assistant State's Attorney Level 1 from \$40,799 to \$48,799 effective 12/1/19.
8. Approval to Adjust Salary for Katherine Dowis, Assistant State's Attorney Level 1 from \$40,799 to \$48,799 effective 12/1/19.
9. Approval to Adjust Salary for Alyssa Haaker, Assistant State's Attorney Level 1 from \$40,000 to \$48,000 effective 12/1/19.
10. Approval to Adjust Salary for Clark Johnson, Assistant State's Attorney Level 1 from \$40,000 to \$48,000 effective 12/1/19.
11. Approval to Adjust Salary for Cody Follis, Assistant State's Attorney Level 1 from \$40,000 to \$48,000 effective 12/1/19.
12. Approval to Adjust Salary for Grace McCarten, Assistant State's Attorney Level 1 from \$40,000 to \$48,000 effective 12/1/19.
13. Approval to Promote & Adjust Salary for Meghan McCarthy, from Assistant State's Attorney-Felony 1 to Assistant State's Attorney Level 2. Her annual salary will change from \$48,500 to \$55,000 effective 12/1/19.
14. Approval to Promote & Adjust Salary for Audrey Walling, from Assistant State's Attorney to Assistant State's Attorney Level 2. Her annual salary will change from \$45,000 to \$50,000 effective 12/1/19.
15. Approval to Promote & Adjust Salary for Kendra Hansel, from Assistant State's Attorney-Felony 2 to Assistant State's Attorney Level 3. Her annual salary will change from \$56,600 to \$65,000 effective 12/1/19.
16. Approval to Promote & Adjust Salary for Edward Brandt, from Assistant State's Attorney-Juvenile Div. Chief to Assistant State's Attorney Level 3. His annual salary will change from \$56,732 to \$60,000 effective 12/1/19.
17. Approval to Promote & Adjust Salary for Panorea Tsilimigras, from Assistant State's Attorney to Assistant State's Attorney Level 3. Her annual salary will change from \$57,000 to \$60,000 effective 12/1/19.
18. Approval to Promote & Adjust Salary for Brian Shaw, from Assistant State's Attorney-Felony 3 to Senior Assistant State's Attorney. His annual salary will change from \$79,560 to \$85,000 effective 12/1/19.

19. Approval to Promote & Adjust Salary for Andrew Affrunti from Assistant State's Attorney-Felony 2 to Senior Assistant State's Attorney. His annual salary will change from \$67,625 to \$75,000 effective 12/1/19.
20. Approval to Promote & Adjust Salary for Mary Beth Rodgers from Assistant State's Attorney-Felony 2 to Senior Assistant State's Attorney. Her annual salary will change from \$65,000 to \$75,000 effective 12/1/19.
21. Approval to Promote & Adjust Salary for Steven Perbix from Assistant State's Attorney-Felony 2 to Senior Assistant State's Attorney. His annual salary will change from \$62,000 to \$68,000 effective 12/1/19. **SA Wright asked that this item be withdrawn, as Mr. Perbix is leaving the County. DelGiorno made a motion to withdraw & Smith seconded. Motion carried (6-0)**
22. Approval to Promote & Adjust Salary for Robin Schmidt from Assistant State's Attorney-Felony 2 to Senior Assistant State's Attorney. Her annual salary will change from \$56,099 to \$66,000 effective 12/1/19. **DelGiorno made a motion to approve #7-20, 22 and Smith seconded. Motion carried (6-0)**

**Court Services – Mike Torchia/Terry Moore**

1. Approval to Hire a Detention Officer at an annual salary of \$42,689 effective 12/1/19. The previous employee will leave the position on 12/1/19.
2. Approval to Hire a Detention/Transportation Officer at an annual salary of \$38,870 effective 12/1/19. This is a new position. **DelGiorno made a motion to approve #1 & #2 and Melchin seconded. Motion carried (6-0)**
3. Purchase Order No. 19.1201.035.551.MJT, Solution Specialties, Inc. for case management system license agreement renewal at a cost of \$5,458.
4. Purchase Order No. 19.1201.035.513.MJT, IDEMLA for upgrading the detention's fingerprinting machine to Windows 10 at a cost of \$10,262. **DelGiorno made a motion to approve #3 & #4 and Deppe seconded. Motion carried (6-0)**

\*\*The Juvenile Detention report: average daily population is 13.29 for October. Average for the year is 12.61. Capacity is 16. We are running at 78.8% capacity rate.

**DelGiorno made a motion to approve the purchase reports and Deppe seconded. Motion carried (6-0) There were no procurement/grant notifications to report.**

There was no old business or public comment.

**Forsyth made a motion to adjourn, seconded by Melchin. The motion carried (6-0) and the meeting was adjourned at 518pm.**