

COURT SERVICES COMMITTEE  
MINUTES  
DECEMBER 5, 2019  
5:00 PM

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

MEMBERS NOT PRESENT: none

OTHERS: Mike Torchia, Suzann Maxheimer, Bob Scherschligt, Dan Wright, Dave Durall, Paul Palazzolo & Mary Carter (secretary)

A quorum was present. Chair O'Neill called the meeting to order at 5:01pm. **Bunch made a motion to approve the minutes from November 7th and Deppe seconded. Motion carried (7-0)**

**New Business:**

**Department Updates:**

**Court Administration:**

1. Purchase Order No. 2019-1121-06, Judicial Systems for annual telephone tech support fee at the cost of \$6,160.00. **Smith made a motion to approve & Melchin seconded. Motion carried (7-0)**

**Public Defender – Bob Scherschligt**

1. Approval to Promote & Adjust Salary for Stephanie Hammer, from Assistant Public Defender to Senior Assistant Public Defender. Her annual salary will change from \$61,515 to \$66,744 effective 12/1/19.
2. Approval to Promote & Adjust Salary for Tawnya Frioli, from Assistant Public Defender to Senior Assistant Public Defender. Her annual salary will change from \$62,595 to \$66,743 effective 12/1/19.
3. Approval to Promote & Adjust Salary for Victoria Kerr from Assistant Public Defender I to Assistant Public Defender II. Her annual salary will change from \$50,121 to \$54,121 effective 12/1/19.
4. Approval to Promote & Adjust Salary for Andrew Albrecht from Assistant Public Defender I to Assistant Public Defender II. His annual salary will change from \$49,200 to \$53,200 effective 12/1/19. **Bunch made a motion to approve all & DelGiorno seconded. Motion carried (7-0)**

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

1. Approval to Hire an Ordinance Violation Clerk at an annual salary of \$29,630.80/\$15.1953 effective 12/16/19. Previous employee left the position on 11/8/19.
2. Approval to Hire a Court Clerk at an annual salary of \$29,630.80/\$15.1953 effective 1/27/20. Current employee will leave the payroll on 12/13/19. **Smith made a motion to approve #1 & #2 and Melchin seconded. Motion carried (7-0)**

3. Purchase Order No. 2019-1125-01, Real Vision Software, Inc. for annual software support renewal at a cost of \$5,500.00.
4. Purchase Order No. 2019-1126-01, Brinks (ongoing contract) at a cost of \$4,200.00.
5. Purchase Order No. 2019-1126-02, Jano Technologies, Inc. for annual software maintenance renewal at a cost of \$4,921.45.
6. Purchase Order No. 2019-1126-03, Fujitsu for bi-annual scanner maintenance renewal (4 scanners) at a cost of \$14,820.00.
7. Purchase Order No. 2019-1126-04, ExelaTechnologies for annual the Kodak scanner maintenance renewal at a cost of \$3,030.00
8. Purchase Order No. 2019-1202-01, Bradfields Inc for toner at a cost of \$15,000.00 **DelGiorno made a motion to approve #3-#8 and Bunch seconded. Motion carried (7-0)**

**State's Attorney – Dan Wright**

1. 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.
2. Approval to Hire an Administrative Secretary at an annual salary of up to \$33,704 effective on or after 1/2/20. Previous employee was promoted on 12/2/19.
3. Approval to Hire an Assistant State's Attorney Level 1 at an annual salary of up to \$48,800 effective on or after 1/11/20. Previous employee will be promoted effective 12/11/19.
4. Approval to Promote Kathryn Dowis to an Assistant State's Attorney Level 2 at an annual salary of \$52,000 effective 12/11/19, replacing Mark Beard. Beard left the position on 9/6/19. **Smith made a motion to approve all requests and Bunch seconded. Motion carried (7-0)**

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

1. Approval to Hire a Detention Officer at an annual salary of \$42,689.00 effective December 16, 2019. Furthermore, we are requesting waiver of the 30 day lag as the salary is 100% reimbursement from the State of Illinois.
2. Approval to Hire a Detention Officer at an annual salary of \$42,689.00 effective January 6, 2020. Furthermore, we are requesting waiver of the 30 day lag as the salary is 100% reimbursement from the State of Illinois.
3. Approval to Hire a Probation Officer at an annual salary of \$38,870.00 effective January 6, 2020. This is a new Pre-Trial position with the salary being 100% reimbursed by the State of Illinois. **DelGiorno made a motion to approve #1, #2 & #3 and Deppe seconded. Motion carried (7-0)**
4. Approval for Purchase Order 19.1127.541.JC5 and County Board Resolution in the amount of \$119,044.00 to Southern Illinois University-School of Medicine for trauma informed treatment services for our problem-solving court participants and psychiatric and evaluation services for our justice/mental health grant.
5. Approval for Purchase Order 19.1127.541.JC4 and County Board Resolution in the amount of \$137,053.00 to Memorial Behavioral Therapy for our problem-

solving court participants and to provide mental health screenings/assessments/evaluations and case coordination services for our justice/mental health grant.

6. Approval for Purchase Order 19.1127.541.JC4 and County Board Resolution in the amount of \$137,053.00 to Memorial Behavioral Therapy for our problem-solving court participants and to provide mental health
7. Approval for Purchase Order 19.1127.402.JC1 and County Board Resolution in the amount of \$49,500.00 to Sangamon County Sheriff's Office to provide meals and food supplies to juveniles within the Juvenile Detention Center.
8. Approval for Purchase Order 19.1127.541.JC2 and County Board Resolution in the amount of \$48,500.00 to BI, Inc. to provide electronic/GPS monitoring of juvenile and adult offender under the supervision of the Sangamon County Court Services Department.
9. Approval for Purchase Order 19.1202.541.JC1 and County Board Resolution in the amount of \$140,010.00 to Gateway Foundation, Inc. for substance abuse treatment services for problem-solving court participants. .
10. Approval for Purchase Order 19.1127.510.JC1 in the amount of \$8,450.00 to AT & Thanks! for telephone services at the Juvenile Detention Center.
11. Approval for Purchase Order 19.1127.407.JC4 in the amount of \$4,800.00 to Bob Barker/Charmtax/Ecolab to purchase laundry, kitchen and hygiene supplies for the Juvenile Detention Center.
12. Approval for Purchase Order 19.1127.529.JC1 in the amount of \$9,000.00 to WEX Bank for the purchase of fuel for departmental vehicles.
13. Approval for Purchase Order 19.1127.541.JC7 in the amount of \$25,230.00 to Redwood Technologies for drug testing supplies.
14. Approval for Purchase Order 19.1127.551.JC1 in the amount of \$5,000.00 to Solution Specialties for case management system services.
15. Approval for Purchase Order 19.1127.510.JC2 in the amount of \$4,080.00 to Motorola for portable radio services.
16. Approval for Purchase Order 19.1127.567.JC1 in the amount of \$6,000.00 to Sangamon Mass Transit District for bus tokens/bus passes for problem-solving court participants.
17. Approval for Purchase Order 19.1202.541.JC2 in the amount of \$6,000.00 to Andrew Jolly for providing cognitive behavioral therapy services for problem-solving court participants.
18. Approval for Purchase Order 19.1202.541.JC3 in the amount of \$28,000.00 to Capital Township for proving employment services for problem-solving courts participants. **Bunch made a motion to approve #4-#18 and Melchin seconded. Motion carried (7-0)**

\*\*The Juvenile Detention report: average daily population is 10.07 for November. Average for the year is 12.38. Capacity is 16. We are running at 77.4% capacity rate.

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

There was no old business or public comment.

**DelGiorno made a motion to adjourn, seconded by Forsyth. The motion carried (7-0) and the meeting was adjourned at 515pm.**