

COURT SERVICES COMMITTEE
MINUTES
MAY 7, 2020
5:00 PM

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

MEMBERS NOT PRESENT: Pam Deppe

OTHERS: Mike Torchia, Suzann Maxheimer, Paul Palazzolo, David Durall, Denise McCrady, & Mary Carter (secretary)

Due to the special circumstances and the restrictions set because of the COVID-19 virus, the meeting was conducted by phone.

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

New Business:

Department Updates:

Court Administration- Suzann Maxheimer

Public Defender's Office-Craig Reiser

State's Attorney - Dan Wright

Circuit Clerk - Paul Palazzolo/David Durall

1. Purchase Order-ACOM Solutions, Inc. for software support-annual renewal at a cost of \$4,816.
2. Purchase Order-AdGators.com, LLC for annual maintenance for docket vision digital signage at a cost of \$4,013.40.
3. Purchase Order-Vision Solutions, Inc. for software maintenance renewal-MIMIX at a cost of \$14,917.07.
4. Purchase Order-Hanson Information Systems, Inc., for professional services-website enhancements at a cost of \$3,610.
5. Approval to Hire five (5) Seasonal Clerks effective 5/18/20 at an hourly salary of \$10.00. **Bunch made a motion to approve #1-5 and DelGiorno seconded. Motion carried (6-0)**

Court Services - Mike Torchia/Terry Moore

1. Approval to Hire a Senior Probation Officer at an annual salary of \$45,495 effective 5/11/20 and will leave the payroll on 5/11/20. We are requesting waiver of this 30 day lag as we would be losing salary reimbursement as long as this position is not filled.
2. Approval to Hire a Probation Officer at an annual salary of \$40,440 effective 5/11/20. Previous employee left the position on 4/14/20. We are requesting

waiver of the 30 day lag as we would be losing salary reimbursement as long as this position is not filled. **Smith made a motion to approve both & DelGiorno seconded. Motion carried (6-0)**

**The Juvenile Detention report: average daily population is 9.73 for April. Average for the year is 8.45. Capacity is 16. We are running at 52.8% capacity rate.

Acceptance of Purchase Reports-**Smith made a motion to approve & Bunch seconded. Motion carried (6-0)**

Old Business-

- **Procurement/Grant Notifications (report only) NONE.**

There was no public comment.

Smith made a motion to adjourn, seconded by Melchin. The motion carried (6-0) and the meeting was adjourned at 512pm.

APPROVED