

COURT SERVICES COMMITTEE
MINUTES
JUNE 4, 2020
5:00 PM

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

MEMBERS NOT PRESENT: Pam Deppe & Ryan Melchin

OTHERS: Mike Torchia, Suzann Maxheimer, Craig Reiser, David Durall, Dan Wright, Charlie Stratton & 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 5:00pm. **Bunch made a motion to approve the minutes from May 7th and Smith seconded. Motion carried (5-0)**

New Business:

Department Updates:

Court Administration- Suzann Maxheimer

Circuit Clerk – Paul Palazzolo/David Durall

1. Approval to Renew a Grant (w/ County Board Resolution) from the IL Department of Healthcare and Family Services for the Title IV-D Child Support Program in the amount of \$41,753. No matching funds required. **Bunch made a motion to approve and Smith seconded. Motion carried (5-0)**
2. Approval to Hire an Asst Manager/Support Clerk at an annual salary of \$32,377.45/\$16.6038 effective 6/22/20. The previous employee left the position on 3/9/20. **Bunch made a motion to amend the effective date to 6/10/20 and approve, Forsyth seconded. Motion carried (5-0)**
3. Approval to Hire a Court Clerk at an annual salary of \$29,630.80/\$15.1953 effective 6/22/20. The previous employee left the position on 3/9/20. **Bunch made a motion to approve and Forsyth seconded. Motion carried (5-0)**

Public Defender's Office-Craig Reiser

1. Approval to Hire a Senior Assistant Public Defender at an annual salary of \$65,000-90,000 effective 6/15/20. The previous employee left the position on 5/15/20.
2. Approval to Hire an Assistant Public Defender at an annual salary of up to \$55,000 effective 6/15/20. The previous employee left the position on 12/20/19.
3. Approval to Hire an Assistant Public Defender at an annual salary of up to \$55,000 effective 6/15/20. The previous employee left the position on 9/24/19.
4. Approval to Hire a Part-Time Assistant Public Defender at an annual salary of up to \$34,500 effective 6/15/20. The previous employee left the position on 5/4/20.

5. Approval to Hire a Part-Time Assistant Public Defender at an annual salary of \$31,000 effective TBA. Seeking waiver of the 30 day lag. **Bunch made a motion to approve #1-5 and Forsyth seconded. Motion carried (5-0)**

State's Attorney – Dan Wright

1. Approval to Hire an Assistant State's Attorney Level 1 at an annual salary of up to \$48,000 effective on or after 6/10/20. The previous employee left the position on 10/14/19.
2. Approval to Hire a an Assistant State's Attorney-Fellowship at an annual salary of \$48,000 effective on or after 6/10/20. The previous employee left the position on 3/14/16.
3. Approval to Hire an Assistant State's Attorney at an annual salary of up to \$55,000 effective on or after 6/10/20. The previous employee left the position on 9/6/19.
4. Approval to Hire a Case Coordinator at an annual salary of up to \$43,860 effective on or after 6/29/20. The previous employee left the position on 5/20/20.
5. Approval to Hire a Grant Researcher at an annual salary of up to \$43,860 effective on or after 6/29/20. The previous employee left the position on 5/15/20.
6. Approval to Hire a Collections Support Specialist at an annual salary of up to \$40,311 effective on or after 8/10/20. The previous employee will leave the position on 6/30/20.
7. Approval to Hire a Legal Secretary at an annual salary of up to \$40,311 effective on or after 7/13/20. The previous employee will leave the position on 6/5/20.
8. Approval to Hire a Clerk Typist at an annual salary of up to \$29,676 effective on or after 6/10/20. The previous employee left the position on 3/25/20. **DelGiorno made a motion to approve #1-8 and Bunch seconded. Motion carried (5-0)**

Court Services – Mike Torchia/Terry Moore

1. Approval to Renew a Grant (w/ County Board Resolution) from the US Department of Justice-Bureau of Justice Assistance for the PREA:Targeted Implementation Planning & Support Program in the amount of \$37,354. Matching funds are required.
2. Approval to Renew a Grant (w/ County Board Resolution) from the Illinois Criminal Justice Information Authority for the Adult Redeploy Illinois Program in the amount of \$496,977. No matching funds required.
3. Approval for a Grant from the Illinois Department of Human Services for the Juvenile Redeploy Illinois Program in the amount of \$10,900. No matching funds required.
4. Approval to Renew a Grant (w/ County Board Resolution) from the Illinois Criminal Justice Information Authority for the Illinois Family Violence Coordinating Council in the amount of \$37,269. No matching funds required. **Bunch made a motion to approve #1-4 & Forsyth seconded. Motion carried (5-0)**
5. Approval to Adjust Salary for Trisha Welsh, FVCC/Grant Coordinator. Her salary would change from \$40,706 to \$45,105 effective 7/1/20. **Smith made a motion to approve & Bunch seconded. Motion carried (5-0)**

**The Juvenile Detention report: average daily population is 13.52 for May. Average for the year is 9.50. Capacity is 16. We are running at 59.4% capacity rate.

Acceptance of Purchase Reports-***Bunch made a motion to approve & Forsyth seconded. Motion carried (5-0)***

Old Business-

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

There was no public comment.

Bunch made a motion to adjourn, seconded by Forsyth. The motion carried (5-0) and the meeting was adjourned at 522pm.

APPROVED