

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to Agenda
3. Approval of Minutes – January 24, 2017
4. Audience Comments
5. Ordinance-Line item transfer- State’s Attorney’s office
6. Department Orientations- M.Mara & A.Wakeland
7. Items of Information and Committee Concerns
8. Executive Session:
 - A. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
 - B. Pursuant to Open Meetings act 5 ILCS 120/2 (c) (6) The setting of a price for sale or lease of property owned by the public body.
 - C. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
9. Adjournment

Judicial & Rules Committee Meeting
Tuesday January 24, 2017
Courthouse Annex, Room 319, 4:30 PM

MINUTES

Agenda Items 1 - Call to Order and Roll Call

Michael Marron called the Judicial & Rules Committee of the Vermilion County Board to order at 4:30 PM., January 24, 2017 in the Courthouse Annex Room 319.

Upon the call of roll, the following members were present: Larry Baughn, Adam Hart, Tom Morse, Deanna Witzel, Phearn Butler, Robert Boyd were present. Nancy O'Kane was excused. 6 present, 1 absent at roll call.

Also present were: Bill Donahue, Assistant State's Attorney, Stephanie Webber, Denny Gardner-Circuit Clerk, Paul Sermersheim, Catherine Osterber, Thomas Gregory- Probation Jennifer Jenkins, Administrative Assistant.

Agenda Item 2 - Adoption/Amendment to the Agenda

Michael Marron asked if there were any changes/additions to the agenda. One change to strike item # 10 due to miscommunication of the agenda items. Motion to approve the agenda by Tom Morse, Second by Deanna Witzel. Motion was carried by acclamation.

Agenda Item 3 - Approval of Minutes from August 23, 2016

A motion was made by Witzel, second by Butler, to approve the minutes as presented. Motion was carried by acclamation.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 – Election of Committee Chairman & Vice Chairman

A motion was made by Baughn, second by Morse, to nominate Adam Hart as the Judicial and Rules Committee Chairman. Motion was carried by acclamation. Hart requested a motion for the Judicial & Rules Vice Chairman. Witzel nominated Baughn and second by Tom Morse. Motion was carried by acclamation.

Agenda Item 6 – Committee Member Orientation

Tom Gregory, Probation Director, provided a brief presentation on the Probation Department and their job duties and responsibilities. He shared that Probation currently has around 30 employees and that there are currently around 1000 individuals throughout Vermilion County that are on probation. They range from juveniles to adults. Probation is currently operating on a \$1.2 million dollar budget.

Denny Gardner, Circuit Clerk, shared his department's job responsibilities and duties with the committee. The Circuit Clerk's office is a filing agency. Everything that goes through the courthouse must first go through the Circuit Clerk's office. Whether it is a traffic violation or a felony, it will go through the Circuit Clerk's office.

Denny is looking forward to when technology within in his office will be significantly changed. He knows that Chairman Marron has been working very hard to get this done. This will allow departments to share information amongst themselves. Instead of always pulling files this will now be something, hopefully, that will be accessible immediately. The Circuit Clerk's office has been working for the last couple of years scanning documents.

He expressed the hard work of his employees and how pleased he is with their work. He is happy that he is happy what the County Board is doing to provide an increase to his staff

salaries and bump it up so that they are where they should be. Denny has 20 union staff, 4 supervisors, and 4 part-time employees.

Denny invites everyone on the County Board to come over and visit and see what his staff is capable of.

Stephanie Webber, presented on behalf of the State's Attorney's office.

Stephanie shared the efficiencies of the State's Attorney's office. The most apparent is utilizing 3 different systems that must be cross-referenced in order to determine the State's Attorney's agenda for the day. The idea of JANO certainly will be ideal for this office. This will save a significant amount of time for the entire county. However, one of the most significant examples of saving money and building revenue, from the State's Attorney's office is the use of a collection agency more so than what we have used from the past. An example was provided in the form of a traffic ticket, etc. & the costs associated with that. Fees can range anywhere from a couple of hundred dollars up to thousands of dollars. In the past often times if a ticket was not paid then the County was issuing warrants and bringing in offenders just over fines. Their bond money would be applied to their initial fine however most often, they would still have outstanding debt for that ticket in which the process would start over. By working with a collection agency, we are able to retrieve the money without incurring additional costs by creating additional work for the county, etc. The idea is to increase the retrieval of this revenue by up to 50%.

Also a detailed cost sheet is printed out at the time of sentencing so that the County is collecting on each fee that they are entitled to.

The State's Attorney's office currently has 11 attorney's & 11 staff members.

Agenda Item 7 –Fee Revisions- Circuit Clerk

Dennis Gardner explained that he would like to table this agenda item until a later date.

Agenda Items 8- Peer Court Agreement & Budget Amendment –Peer Court Contract

Marron introduced Paul Sermersheim and Catherine Osterbur from Peer Court. Marron provided a brief description of the County's role in funding Peer Court. He explained that it was originally funded by the general fund. And then it was changed to the 708 board. As of current there has been no money provided by the County to Peer Court. Ms. Osterbur and Mr. Sermersheim provided the committee with a presentation of Peer Court and its place in the community. Ms. Osterbur explained that Peer Court has been a part of this community for 24 years and they work with first time juvenile offenders. The juveniles are referred by the juvenile investigators or the State's Attorney's office. It also depends on of the referral would be a good fit for the program. Peer Court works with about 100 juveniles a year. 85%-95% successfully complete the Peer Court program. The committee was directed to the Memorandum of Agreement re: Peer Court and Vermilion County, Illinois.

Hart informed the committee that this was a resolution and a budget amendment for the Peer Court Agreement and the Peer Court Contract.

A motion was made to combine the above into one item. Morse made the motion, second by Witzel.

Marron shared that the budget would need to be amended to allow for the County for the \$5250.00 to Peer Court for fiscal year 2016-2017.

Upon the call of roll, the following members voted yes, to-wit: Hart, Baughn, Morse, Witzel, Butler and Boyd. 6 yes, 1 absent

Agenda Items 10-Striken

Agenda Item 11- Creation of a Technology committee

Marron shared that we are asking the Judicial & Rules committee to amend the rules to allow for a technology committee. This committee would oversee the Tech Services Dept. and they would be responsible for implementing and creating a 5 year technology plan.

Right now we are funding our technology in a haphazard manner. We have new software systems coming our way, such as JANO, and an accounting system. Also, our hardware needs are also very critical. We need to continuously be updated and upgraded. This will help us avoid getting hit all at once with huge expenses.

Baughn made the motion for the creation of a Technology Committee, second by Witzel. Motion was carried by acclamation.

Agenda Item 12 – Change committee meeting times to 5:00

Hart explained that it is somewhat difficult for some committee members to come before 5:00. The ideal time for all committee meetings will be at 5:00.

Marron added that we will be amending Rule 20 item B in the Rules of Order for this change and we will have this specific language changed and ready for the county board meeting.

Motion by Morse, second by Witzel to have all committee meetings begin at 5:00 p.m. c.s.t.. Motion carried by acclamation.

Agenda Item 13 – Adjournment

Committee Chairman Hart declared the meeting adjourned at 5:42 P.M.

Minutes by: Jennifer Jenkins, Administrative Assistant

Request for Transfer
Fiscal Budget
2016 - 2017

Dept: State's Attorney

Date: 03 - 08 - 2017

From: 001.215.00.04101

To: 001.220.00.04101

Line Item	Description	Line Item	Description	Amount
001 - 215 - 00 - 04101	Collection Program	001 - 220 - 00 - 04101	Salary-Personnel	\$ 33,521.97
- - - -		- - - -		\$
- - - -		- - - -		\$
- - - -		- - - -		\$
- - - -		- - - -		\$
- - - -		- - - -		\$
- - - -		- - - -		\$
- - - -		- - - -		\$
- - - -		- - - -		\$

NARRATIVE:

Due to the Collection Program being no longer this request is to transfer the remaining balance of \$ 33, 521.97 from the line item 001.215.00.04101 to our Salary Personnel Fund 001.220.00.04101.

Department Head: 

Approved By:

_____ Committee

Chairman _____

Finance Committee

Chairman _____

Date: _____

Date: _____

FOR THE PERIOD(S) Expenditure Guideline
 DEC 01, 2016 THROUGH MAR 31, 2017

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
001 GENERAL FUND						
215 COLLECTION PROGRAM						
00 GENERAL						
04101 SALARY - PERSONNEL	40,418.00	0.00	0.00	6,896.03	33,521.97	17 -
TOTAL: PERSONNEL SERVICES	40,418.00	0.00	0.00	6,896.03	33,521.97	17 -
TOTAL: GENERAL	40,418.00	0.00	0.00	6,896.03	33,521.97	17 -
TOTAL: COLLECTION PROGRAM	40,418.00	0.00	0.00	6,896.03	33,521.97	17 -
TOTAL: GENERAL FUND	40,418.00	0.00	0.00	6,896.03	33,521.97	17 -

ORDINANCE

WHEREAS, there are not sufficient funds in appropriation items shown below in the column at the right as set forth in the budget of Vermilion County, Illinois for the fiscal year December 1, 2016 – November 30, 2017 to defray costs and charges for which such appropriation items were made so that it will be necessary for the transfer of funds to increase the amount of such appropriation items; and

WHEREAS, by reduction of appropriation items shown in the column at the left in said budget it will be possible to increase said appropriation items shown in the column at the right below by the amount set forth

NOW THEREFORE BE IT ORDAINED, by the County Board of Vermilion County, Illinois, that the County Auditor be authorized and instructed to make the following transfers in the appropriation for 2016-2017.

BE IT FURTHER ORDAINED that said budget be amended accordingly.

The following requires two-thirds majority for passage:

VERMILION COUNTY STATE’S ATTORNEY’S OFFICE

FROM APPROPRIATION NUMBER:
001.215.00.04101 Collections Prgrm Salary Personnel

TO APPROPRIATION NUMBER:
001.220.00.04101 State’s Atty’s Salary Personnel

PRESENTED, APPROVED AND ORDAINED, by the County Board of Vermilion County, Illinois, at the APRIL 18, 2017, A.D. Session.

DATED this 18th day of APRIL, 2017, A.D.

Aye ___ Nay ___ Absent ___

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Approved to form: State’s Attorney

Resolution Number _____

Page 1 of 2

RE: State's Attorney line item transfer

APPROVED BY JUDICIAL & RULES COMMITTEE:
MARCH 28, 2017

Adam Hart Y N A
Committee Chairperson

Larry Baughn Y N A

Tom Morse Y N A

Robert Boyd Y N A

Nancy O'Kane Y N A

Phearn Butler Y N A

Deanna Witzel Y N A

Resolution Number _____

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