

Judicial & Rules Committee Meeting
Tuesday July 26, 2016
Courthouse Annex, Room 319, 4:30 PM

MINUTES

Agenda Items 1 - Call to Order and Roll Call

Committee Chairman Larry Baughn called the Judicial & Rules Committee of the Vermilion County Board to order at 4:30 PM., July 26, 2016 in the Courthouse Annex Room 319.

Upon the call of roll, the following members were present: Jane McFadden, Joe Eakle, Darren Duncan, Robert Boyd, Chad Turner and Larry Baughn. Becky Stark was absent. 6 present, 1 absent at roll call.

Also present were: Bill Donahue, Assistant State's Attorney, and Jennifer Jenkins, Administrative Assistant.

Agenda Item 2 - Adoption/Amendment to the Agenda

Committee Chairman Baughn asked if there were any changes/additions to the agenda. There were none. Adoption of agenda was carried by acclamation.

Agenda Item 3 - Approval of Minutes from August 25, 2015

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

Agenda Item 4 - Audience Comments

None

Agenda Item 5 – Budget-Public Defender (attachment)

- A. Personnel Services
- B. Supplies and Materials
- C. Other Services and Charges
- D. Capital Improvement

Jacqueline Lacy presented these budgets to the committee and answered committee questions. Baughn indicated that there was an increase of \$563.00 from last fiscal year. Lacy informed the committee that last year there was money in the budget for capital improvement items such as office furniture and other items. Lacy also indicated that she combined her office manager and paralegal position through attrition therefore being able to reduce by hiring a legal secretary rather than having a paralegal and an office manager. This is how she was able to save and still request salary increases for her non-union employees. Lacy indicated that she also reduced some other line items such as; postal budget through the Treasurer's office, Lacy has also researched the last 3 years and was able to reduce case expense and other things to what she is actually using so that she doesn't have to request more money from the County. Lacy indicated that her employees are working very hard, including nights and weekends. She feels as if they are well deserving of this salary increase. It is a 3% increase. The only person that is more than 3% is the investigator. He was originally hired as part-time. He then eventually went full-time. This increase is to get him up a little bit less than what the State's Attorney's investigator is making. Lacy indicated that her investigator is going out on the street, he is going out at night to serve subpoenas and interview witnesses. Lacy indicated that the Public Defender's office used to use an independent contractor and he was charging \$60.00 an hour therefore, the investigator working within the P.D.'s office is a cost savings, even at 40 hours a week.

McFadden moved, second by Turner, to approve the Public Defender's budget, as presented. Upon the call of roll, the following members voted yes, to-wit: Jane McFadden, Joe Eakle, Darren Duncan, Robert Boyd, Chad Turner and Larry Baughn. 6 yes, 1 absent

Agenda Item 6 – Budget – Probation (attachment)

- A. Salary and Personnel Services
- B. Supplies
- C. Capital Improvement

Tom Gregory presented these budgets to the committee and answered committee questions. Baughn informed the committee that most of these budget items are the exact same as last year. It appears as if there are more savings than expenses. Gregory explained that in salaries there's a decrease from last year from the General Fund but also indicated that we are coming into a contract year so there is no increase to the union employees. There is only the 3% for the management staff. There is a change that was not noted in the handouts. Gregory now has a secretary who has taken a job elsewhere and instead of hiring back as a full time secretary he has decided to hire part time. That will also be an additional savings to the County. The Probation fee budget is down. The entire office has been remodeled, including office equipment. So, the need for additional money is not there this year. The electronic monitoring fund is operating as it should. This brings money in for those who must wear the bracelet. Baughn asked how this is working since this is our first full year with the new domestic battery law. Gregory indicated that there has not been an increase. Everything has been operating pretty standard. Gregory also informed the committee that the state's reimbursement has been good for Probation for the last 2 years because they are under the Supreme Court's budget. Due to a past lawsuit, this has been good for Probation. Reimbursement has been about \$850,000.

Turner moved, second by Eakle, to approve the Probation budget, as presented. Upon the call of roll, the following members voted yes, to-wit: Jane McFadden, Joe Eakle, Darren Duncan, Robert Boyd, Chad Turner and Larry Baughn. 6 yes, 1 absent.

Agenda Item 7 – Items of Information and Committee

Committee Chairman Baughn mentioned that come next year that we will be looking at these budgets a little differently due to negotiations with their union contracts and also the overtime situation. Bill Donahue indicated that we have 7 open contracts this year. There will be a lot of activity. Donahue mentioned that anything over 40 hours a week someone may qualify for comp time. McFadden added that their department is 80 hours per pay period. Discussion ensued regarding comp time versus overtime.

Donahue added that there is a statute of the amount of hours that you can accrue under comp time before it must be paid. Departments will need to monitor to ensure that this is followed closely.

Agenda Item 10 - Executive Session

Not necessary.

Agenda Item 11 - Adjournment

Committee Chairman Baughn declared the meeting adjourned at 4:43 P.M.

Minutes by: Jennifer Jenkins, Administrative Assistant