

Justice Committee Meeting Minutes

The Justice Committee of the McLean County Board met on Monday, May 7, 2001 at 5:15 p.m. in Room 700 of the McLean County Law and Justice Center, 104 W. Front Street, Bloomington, Illinois.

Members Present: Chairman Sommer, Members Emmett, Renner, Kinzinger, Johnson and Pokorney

Staff Present: Mr. John Zeunik, County Administrator; Mr. Terry Lindberg, Assistant County Administrator; Mrs. Carmen I. Zielinski, County Administrator's Office

Department Heads/
Elected Officials

Present: Ms. Sandra Parker, Circuit Clerk; Ms. Amy Davis, Public Defender; Ms. Billie Larkin, Director Children's Advocacy Center; Ms. Joan Naour, Director Correctional Health Services; Mr. Charles Reynard, State's Attorney; Ms. Beth Carlson, County Coroner; Mr. Bill Gamblin, Administrator, E-911; Mr. Craig Nelson, Information Services Director

Others present: Dr. Alan Gravatt; Mr. Todd Thompson, TRW Representative

Chairman Sommer called the meeting to order at 5:15 p.m. Hearing no objections, the minutes of the April 2nd and April 17th, 2001 meetings were approved and placed on file as presented.

Chairman Sommer asked Dr. Alan Gravatt, Woodrig Road, Bloomington, Illinois, to address the members of the Committee regarding Emergency Medical Response Outside of Bloomington-Normal.

Dr. Gravatt advised the Committee of his concern about the Emergency Medical Services response available to the residents outside of the Bloomington-Normal area. The response time for emergency services on the outskirts of the city is very slow. In a truly serious emergency like severe bleeding, cardiac arrest or choking, first response should be available within five minutes. This is not the case at this time. Looking at Bloomington Township, Dale Township, Dry Grove Township, Normal Township, Old Town Township, Towanda Township and the areas around the Twin Cities, approximately 12,500 to 15,000 residents are affected by this issue. Some cities have chosen not to respond outside their city limits. Dr. Gravatt concluded that in the surrounding areas of Bloomington-Normal there is an inadequate ambulance response. Part of the reason for the poor ambulance response may be due to politics and part may be due to

financial decisions by Lifeline. Presently Lifeline is running at a 50% no availability rate. If this is actually a fact, the surrounding communities that are dependant on Lifeline, are faced with a major health and safety risk. Chairman Sommer thanked Dr. Gravatt for bringing this topic to the attention of the Committee members.

Ms. Sandra Parker, Circuit Clerk briefly discussed the Monthly Statistical Reports for the Circuit Clerk's Office for March 2001. Mr. Emmett asked Ms. Parker to explain the notation S.O.L. Ms. Parker responded that S.O.L. means "Stricken on Leave."

Ms. Amy Davis, Public Defender, addressed the Committee with a Requested to Continue funding for the Drug and Violent Crime Defense Program following expiration of grant. Ms. Davis stated that the success or failure of a grant is measured in its utility to the programs it was designed to serve. A program that reduces the caseload of the Public Defender's Office by more than 40%, must be viewed as a success. Currently the grant funds a contract attorney specializing in drug and violent crime cases, a felony screener, an administrative specialist and a part-time file clerk. In addition to the positions funded by the grant, McLean County currently funds the misdemeanor screener from fees collected by the screening program.

The Drug and Violent Crimes Defense Grant has produced innumerable tangible and intangible benefits. The substantial reduction of Public Defender caseload has eliminated the need to add more staff attorneys as well as support staff. In addition, this program has eliminated all the costs associated with the cases removed from Public Defender representation, including the cost of investigation, interpreters and expert witnesses, not to mention the costs associated with trials in a percentage of these cases. The Administrative Specialist has refined the Integrated Justice System as it applies to the needs of the office. This refinement has made the IJIS product more saleable to other jurisdictions, which should enhance McLean County's return on its investment. The intangible benefits have been that since the Public Defender handles fewer cases, the quality of the representation has improved, and so has client satisfaction. The more time an attorney spends with a client, the greater the trust the client has in that attorney and the more likely it is that the client will take the attorney's professional advice. Thus, the increased numbers of attorney-client contracts have resulted in the elimination of some jury trials. Charging clients a nominal fee, \$200 for a felony case and \$100 for a misdemeanor, also appears to encourage a sense of

heightened involvement and responsibility for their cases. Clients have a "real" or "paid" attorney, with whom they deal with in a professional matter. This factor has increased the number of clients keeping their scheduled appointments.

During the period of the grant, the Illinois Criminal Justice Information Authority (ICJIA) officials have brought representatives from the Department of Justice to visit the program. This program has been a model for other programs and McLean County's success has been noted by the Agency. In order to ensure that the benefits derived from the grant continue, the program and services needs to be continued.

Ms. Davis commented that the screening program has been a major factor in decreasing the caseload of felony cases in the Public Defender's Office. From August 1998 through July 1999, the screening program screened a total of 1,041 felony cases and eliminated 162 felony cases, lowering the in-house felony caseload by 16%. Last year, the program screened 1,147 felony cases. The screening program eliminated 238 felony cases from the Public Defender's Office, and the Drug and Violent Crime attorney handled 95 cases that otherwise would have been the responsibility of the in-house felony attorney. Overall, the screening program lowered the in-house Public Defender caseload by 41% in the 1999-2000 fiscal year. It is noteworthy that no one excluded from the Public Defender's representation was unable to hire private counsel.

Motion by Renner\Kinzinger to approve the Request to Continue Funding for Drug and Violent Crime Defense following the Expiration of Grant Funding with a Review of the Funding by the Justice Committee in one year. Motion carried.

Chairman Sommer asked that those present exit the room for the Executive Session portion of the agenda regarding Personnel Matters.

Motion by Renner\Pokorney to enter into an Executive Session to discuss Personnel Matters at 5:47 pm. Mr. John Zeunik, Mr. Terry Lindberg, Mrs. Carmen Zielinski and Ms. Amy Davis were asked to remain during the Executive Session. Motion carried with all Committee members voting in the affirmative.

Motion by Pokorney\Emmett to exit out of Executive Session at 5:58 pm. Motion carried with all Committee members voting in the affirmative.

Motion by Emmett\Pokorney to approve the Public Defender's Request to Apply the Impacted Personnel Position Policy Subsequent to Date of Hiring in an effort to retain an experienced, incumbent felony attorney. Motion carried.

Ms. Amy Davis reviewed the Monthly Caseload\Disposition Reports with the Committee.

Ms. Billie Larkin, Director Children's Advocacy Center, Children's Advocacy Center presented the Monthly Statistical Reports.

Ms. Joan Naour, Director Correctional Health Services reviewed the Quarterly Reports for the first quarter of the year 2001.

Mr. Charles Reynard, McLean County State's Attorney, presented a Request for Approval of a Contract for Professional Services with Contract Paraprofessional Assistant Kimberly Reed. Mr. Reynard explained that the contractor will provide paraprofessional services in the State's Attorney's Office commencing March 19, 2001 and continuing until terminated. The Contract Paraprofessional Assistant will provide part-time services estimated to require approximately five full workdays each week. However, the Contract Paraprofessional Assistant retains the discretion to determine the actual hours and work location of her services, subject to the requirements of the projects assigned. The County will pay the Contract Paraprofessional Assistant \$1,170.00 per each contract pay period. The Paraprofessional Assistant will pay any and all current and applicable taxes, licenses and assessments, including those required by the Federal Insurance Contribution Act and State Unemployment Tax Acts.

Motion by Kinzinger/Pokorney to approve the Request for a Contract for Professional Services with Contract Paraprofessional Assistant Kimberly Reed as presented by the State's Attorney's Office. Motion carried.

Mr. Reynard updated the Committee regarding the Accelerated Disposition Grant Program funded by the Illinois Criminal Justice Information Authority. McLean County is currently in the third year of a four-year grant with this program. Mr. Reynard received the agreement for the continuation of this grant in today's mail. Mr. Reynard requested that the Committee review and consider the continuation of this agreement at a Stand-up Meeting prior to the County Board Meeting. Mr. Reynard will provide documentation to Mr. Zeunik.

Mr. Todd Miller, Assistant State's Attorney, addressed the Committee regarding the Title IV-D Child Support Enforcement Agreements of Cooperation. Mr. Miller stated that the updates regarding the budget for the next fiscal year have been submitted to the Illinois Department of Public Aid for review and approval. Mr. Miller was informed by the State that the State's budget had not yet been approved by the Illinois Legislature so they would not be approving any contracts until the budget has been adopted. They are anticipating approval of the budget prior to the termination of contracts on June 30th. However, if the budget is not approved, the County has the assurance from the Public aid Department that they will honor the contracts retroactive to July 1st, 2001. Chairman Sommer asked Ms. Sandra Parker if the staffing and operational needs of the Circuit Clerk's Office were being addressed in the IV-D contract with Public Aid. Ms. Parker replied that she will need to review the specific provisions of the proposed contract renewal to be certain that the needs of the Circuit Clerk's Office have been properly addressed.

Chairman Sommer congratulated Ms. Beth Carlson-Kimmerling, McLean County Coroner, on being awarded the State of Illinois Certificate by the Illinois Law Enforcement Training and Standards Board. Ms. Carlson-Kimmerling explained that the reports being presented are for the month of March. Revenue is close to the targeted FY'2001 Budget figure.

Sheriff Dave Owens, Sheriff Department was not present to review the County Detention Facility Population Report with the Committee. No questions asked by the Committee.

Ms. Roxanne Castleman, Court Services Department, was not present to review the Court Services Monthly Statistical Reports and the Juvenile Detention Center Monthly Reports.

Mr. Bill Gamblin, Administrator, Emergency Telephone Systems Board, presented the Committee with the Re-addressing Status Report. Mr. Gamblin stated that all the data has been sent to Verizon for entry and at the next Committee meeting Mr. Gamblin would provide the Committee with a Completion Report. MetCom is presently working on the review of the telephone network and the Illinois Commerce Commission filing. Reports on these tasks will be provided at the next meeting of the Committee.

Mr. Renner asked what the error projection rate is. Mr. Gamblin replied that the projected error rate was anywhere from 1% up to 25%. Mr. Gamblin stated that

MetCom is confident that because of the careful work done with the data base that the error rate will not be that high. Mr. Gamblin will be giving Mr. Zeunik weekly reports of the updates on this system.

Mr. Craig Nelson, Integrated Justice Information System Project Team, addressed the Committee with a Request for Approval of an Integrated Justice Information System Work Order #9. Mr. Nelson explained that the contract is to fund the development of an Automated Disposition Reporting (ADR) system within the Circuit Clerk's Office. The goal is to develop the ability to electronically submit dispositions to the State of Illinois and to law enforcement agencies for all felony, misdemeanor and traffic cases. The current process in McLean County is an extremely labor-intensive one. Each citation\ticket is a three part citation. One copy is returned to the issuing law enforcement agency, one copy returned to the Secretary of State and one copy is kept by the Circuit Clerk's Office. Given a current volume of nearly 40,000 citations annually, this is a massive task. In addition, determining whether a disposition has been returned to a law enforcement agency is currently based upon whether or not the law enforcement portion of the citation is found physically attached to the clerk copy. The other serious consequence of the present system is that the officers may unknowingly be working with inaccurate and dated information. There is a great deal of overhead, and cost to the citizens of McLean County, in terms of the number of hours it takes for the Circuit Clerk's Office to manually process the disposition of each case or citation.

Mr. Nelson stated that the Illinois Criminal Justice Information Authority, a grant-funding agency, has informed him that McLean County has been awarded a grant with which this problem can be addressed by developing an automated dispositional reporting system. Mr. Nelson explained that on March 5th, 2001, he received an email from Ms. Laura Egger of the Illinois Criminal Justice Information Authority advising that the Authority's Budget Committee met and approved federal funding in the amount of \$104,712.00. This requires a local match of \$34,904.00. This represents a combined cost of \$139,616.00, which is the estimate McLean County and TRW produced as needed to complete the ADR project. The attached work order provides for programming within the current integrated justice information system that would automate the reporting of dispositions in the Circuit Clerk's Office. The goal is to provide a close to a "one-click" solution for transmitting the disposition.

Motion by Pokorney\Johnson to approve the Request for Approval of TRW Work Order #9 – Master Consulting Services Agreement Contingent on Receiving the Grant from the Illinois Criminal Justice Information Authority. Motion carried.

Mr. John Zeunik addressed the Committee with a Request for Approval of TRW Change Order #5 to Work Order # 4. Mr. Zeunik explained that Work Order #4 is to provide services and materials on a time and materials basis for the development and implementation of computer assisted dispatch system at MetCom. The Change Order extends the period of performance from March 1, 2001 to December 31, 2001 and it authorizes the purchase of an additional week of End User Training on the TriTech CAD system. The objective of the Change Order is to support two major initiatives authorized by Work Order #4. Those initiatives are the Implementation of a Computer Aided Dispatch (CAD) system and the Modification of the Integrated Justice Information System to support information sharing with CAD.

Motion by Kinziner\Johnson to approve the Request for Approval of TRW Change Order #5 to Work Order #4, as presented by the County Administrator. Motion carried.

Chairman Sommer presented a Request for Authorization for the Chairman of the Justice Committee to Sign Fireworks Permits for Year 2001.

Motion by Kinzinger\Renner to approve the Request for Approval for Authorization for the Chairman of the Justice Committee to Sign Fireworks Permits for Year 2001. Motion carried.

Chairman Sommer presented the bills and a transfer which have been reviewed and recommended by the County Auditor for the approval of the Committee.

Motion by Emmett/Pokorney to approve the bills and transfer as presented by the Auditor's Office. Motion carried.

Mr. Nelson announced that he had a fifteen slide Power Point project review presentation of the McLean County Integrated Justice Information System. Following the Power Point presentation, Mr. Todd Thompson, TRW, gave a demonstration of the Integrated Justice Information System.

There being nothing further to come before the Committee at this time, Chairman Sommer adjourned the meeting at 7:34 pm.

Respectfully submitted,

Carmen I. Zielinski
Recording Secretary