

## **Justice Committee Meeting Minutes**

The Justice Committee of the McLean County Board met on Monday, November 5, 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 and Pokorney

Members Absent: Member Johnson

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. Jane Englom, Jury Commission; Ms. Sandra Parker, Circuit Clerk; Ms. Roxanne Castleman, Court Services; Mr. Dave Goldberg, Superintendent, Juvenile Detention Center; Sheriff Dave Owens, Sheriff's Department; Chief Deputy Derick Love, Sheriff's Department; Ms. Billie Larkin, Children's Advocacy Center; Mr. Will Scanlon, Court Administrator; Ms. Amy Davis, Public Defender; Mr. Bill Gamblin, Administrator E-911; Ms. Shawn Walker, Director, MetCom, Ms. Rose Buchanan, Operations Manager, MetCom; Ms. Barbara Bach, Deputy Coroner; Mr. Charles Reynard, State's Attorney's Office; Mr. Craig Nelson, Director, Information Services; Mr. O.B. Streeper, Chief Rescue Squad; Mr. Fred Fink, Assistant Chief Rescue Squad.

Others present: Mr. Charles Farlow, TRW; Mr. Todd Thompson, Senior Project Manager TRW

Chairman Sommer called the meeting to order at 5:18 p.m.

Chairman Sommer approved the minutes of the October 1, 2001, October 8, 2001, October 16, 2001 and October 22, 2001 meetings.

Mr. John Zeunik reviewed the Fiscal Year 2002 Recommended Budget Rescue Squad 0001-0032. The Rescue Squad is an all volunteer squad. Mr. Zeunik stated that all of the Materials and Supplies line item accounts have been budgeted in the Fiscal Year 2002 Recommended Budget at the same levels as in the Fiscal Year 2001 Adopted Budget. All of the Contractual line item accounts have been budgeted in the Fiscal Year 2002 Recommended Budget at the same level. Mr. Zeunik noted that the Purchase of Radio Equipment line item account included funding for the purchase of two replacement radios. Mr. Zeunik introduced Mr. O. B. Streeper, Chief of the County's Rescue Squad.

Motion by Pokorney\Renner to tentatively recommend approval of the Fiscal Year 2002 Recommended Budget for the Rescue Squad 0001-0032. Motion carried.

Ms. Joan Naour, Director, Correctional Health Services, was not present due to a staff scheduling issue.

Ms. Jane Engblom, Jury Commission presented a request for approval of a Copier Maintenance Agreement with CDS Office Technologies. Ms. Engblom stated the current maintenance agreement on the Minolta 2050 copier expired by meter count. The original contract covered 1-year or 44,000 copies, whichever came first. Ms. Engblom explained that the new contract reflects a calculated annual volume.

Motion by Renner/Pokorney to approve a request for a Copier Maintenance Agreement with CDS Office Technologies. Motion carried.

Ms. Jane Engblom presented the Quarterly Report for the third quarter concerning jury trials. She noted that the trials conducted were up 52% over the year 2000.

Ms. Sandra Parker, Circuit Clerk, discussed a request for approval of a Contract between McLean County, the Circuit Clerk's Office and the Illinois Department of Public Aid. Ms. Parker noted that this contract was for the fiscal year that started July 1, 2001 and ends June 30, 2002.

Chairman Sommer wondered if the contract had been reviewed by the Civil Assistant State's Attorney. Ms. Parker stated that the contract was negotiated by the State's Attorney's Office. Chairman Sommer commented that he had some reservations regarding the ownership of work product, but Mr. Zeunik assured him that was in order. Chairman Sommer expressed concern about the five-day notice period in the event of insufficient funding. Ms. Parker noted that most of the language in the contract is identical to prior years.

Motion by Emmett/Renner to approve a Contract between McLean County, the Circuit's Clerk's Office and the Illinois Department of Public Aid. Motion carried.

Ms. Parker discussed the Circuit Clerk's memo requesting Authorization for Bank\Investment Authorization. Ms. Parker explained that she is requesting authorization to open and maintain both operational and investment accounts with any Federally Chartered financial institution in the matter outlined in the Illinois Public Funds Investment Act. Ms. Parker stated that recently the Circuit Clerk's Office attempted to open a new investment account and was asked to file a "Resolution designating a Public

Depository and authorizing withdrawal of County, City, Village, Town or School District funds." In speaking with the bank representative, she was told that a generic authorization could be accepted in place of approving a specific bank. A generic resolution would enable the Circuit Clerk's Office to open or close accounts as the interests rates change, thus enabling the County to obtain the best services and rates.

Ms. Parker referred to the Statistical Reports for the month of September 2001 and the Statistical Report for the third quarter of the Year 2001. No questions were asked by the Committee regarding the Circuit Clerk's Statistical Reports.

Ms. Roxanne Castleman will discuss the Court Services Monthly Statistical Reports when the Committee visits her budget issues later in the meeting.

Sheriff Dave Owens, Sheriff's Department, discussed a request for approval of the Technology to Recover Abducted Kids (TRAK) System Grant. Sheriff Owens explained that this is a community-based program that combats child victimization and increases the chance of recovering abducted children. The Sheriff's Department applied for this grant in August of 2001. Through the grant, the Sheriff's Department will receive \$5,000 worth of computer hardware and software. Sheriff Owens noted that there is a one-time cost of \$500.00. There will also be some set-up costs associated with the system including \$250.00 per year for support of the software, telephone line charges and individual flyer costs.

Motion by Kinzinger/Renner to approve the Technology to Recover Abducted Kids (T.R.A.K.) System Grant. Motion carried.

Sheriff Owens referred to a request for approval of Intergovernmental Agreements between the County of McLean, City of Bloomington and the Town of Normal for booking services. Sheriff Owens explained that these agreements are for booking services provided to the City of Bloomington and the Town of Normal. The services include the completing of all booking forms, fingerprinting, taking mug shots, bonding, releasing and transferring persons into custody. The 2002 agreement is basically the same as previous agreements with the exception of a 3% increase in salary.

Motion by Pokorney/Renner to approve two Intergovernmental Agreements – one between the County of McLean and the City of Bloomington; and the second between the County of McLean and the Town of Normal for booking services. Motion carried.

Sheriff Owens commented on the request for approval of a Contract for Jail Chaplain services with Chaplain Colleen Bennett. Sheriff Owens stated that Chaplain Bennett has

been the inmate Chaplain for the past 5½ years and has done an outstanding job in that position. The contract is for one year and will expire on December 31, 2002. The contract is the same as last year with the exception of a 3.5% increase in salary. The term of the Contract shall be for 12 months beginning January 1, 2002. The Contract will be renewed only upon the agreement of the Sheriff, the County Board and the Inmate Chaplain.

Motion by Emmett/Kinzinger to approve a Contract for Jail Chaplain services with Chaplain Colleen Bennett. Motion carried.

Sheriff Owens discussed the request for approval of a Letter of Understanding between the McLean County Board and the Regional Office of Education for McLean and DeWitt Counties, McLean County Jail Education Program. Sheriff Owens explained that this Letter of Understanding is for the services of the Regional Office of Education to provide a G.E.D. instructional program for the inmates in the McLean County Detention Facility. The cost of the program for year 2002 represents an increase of \$700.00 over last year's expense. This agreement will be effective January 1, 2002 through December 31, 2002. The Jail will pay the Regional Office of Education the amount of \$14,700.00 in two equal payments, \$7,350.00 no later than January 15, 2002 and the other \$7,350.00 no later than July 1, 2002.

Sheriff Owens stated that the GED Instructional Program is one of the most successful programs being offered by the Jail. Last year 62 inmates graduated from the program. Sheriff Owens noted that he presents the graduates with a letter of recognition. This program is offered at no charge to the inmates.

Motion by Renner/Kinzinger to approve a Letter of Understanding between the McLean County Board and the Regional Office of Education for McLean and DeWitt Counties for the McLean County Jail Education Program. Motion carried.

Sheriff Owens referred to a request for approval of an Emergency Appropriation Ordinance for E.F. Johnson Radio Upgrade. The Sheriff's Department upgraded eighty-five (85) E.F. Johnson 800 MHz radios in July 2001, as part of the Phase I recommendation prepared by E.F. Johnson to improve the overall quality of the 800 MHz radio system.

Mr. Zeunik noted that there are two parts to the cost of this appropriation. The Emergency Appropriation is for \$18,059.00. An additional cost of \$450.00 will be paid by the Sheriff's Department for radios purchased by the Sheriff's Department. There were 85 radios upgraded. Eighty-two of the radios were from the original purchase, the other three were purchased after the initial system installation. This request is due to the

recommendation received and reviewed by the MetCom Board and it is intended to improve the quality of the radios. This recommendation involved looking at each individual radio within each of the law enforcement agencies. The mobile and portable radios were adjusted and tuned to specifications. Some adjustments were also made at the central site and the antenna receiver sites. Because each law enforcement agency has a different number of officers and radios, it is understood that the work that E.F. Johnson did on the individual radios would be the responsibility of each agency to pick up the expense.

Sheriff Owens stated that this is another attempt to fix the problem. The recommendation by E.F. Johnson was to retune all the equipment to see what impact that would have on the system. Sheriff Owens feels that no major impact has been achieved after the re-tuning of the equipment.

Mr. Pokorney stated that he remembered the Sheriff stating that the problem with the radios was intermittent. Sheriff Owens noted that an officer would be driving down the road and have great reception, then drive back and the reception is awful. There are areas between the tower sites that are guaranteed to provide poor reception.

Mr. Emmett mentioned that it was previously thought that part of the problem was that the radio system chooses which tower to transmit from. Sheriff Owens stated that it is becoming evident that the present system is not adequate.

Mr. Emmett noted that Sheriff Owens mentioned that some of the radios put out just 1 watt of power instead of 4 watts. Mr. Emmett asked what caused the radios to put out just 1 watt of power. Sheriff Owens explained that some of this problem may have been due to poor equipment servicing. E.F. Johnson recommends that all the equipment be serviced once a year.

Sheriff Owens noted that he would like to visit this issue with the Justice Committee at a future time. He is researching some options that he would like to present to the Committee.

Motion by Pokorney/Renner to recommend approval of an  
Emergency Appropriation Ordinance amending the Fiscal Year  
2001 Adopted Budget for the General Fund, Sheriff's Department.  
Motion carried.

Sheriff Owens presented the McLean County Detention Facility Population Report.

Ms. Billie Larkin, Children's Advocacy Center, presented the Monthly Statistical Reports for the Committee's review.

Mr. William Scanlon, Court Administrator, commented on a request for approval of a Contract between McLean County, the Chief Judge of the Eleventh Judicial Circuit and the Illinois Department of Public Aid. Mr. Scanlon informed the Committee that Judge Freese and Judge Robb were not able to attend due to prior commitment. Mr. Scanlon noted that the contract being discussed is the same contract previously approved by the Justice Committee for the Circuit Clerk. This contract is less money than previously requested.

Motion by Renner/Kinzinger to approve a Contract between McLean County, the Chief Judge of the Eleventh Judicial Circuit and the Illinois Department of Public Aid. Motion carried.

Ms. Amy Davis, Public Defender, presented requests for approval of Contracts for Specific Public Defender services with Mr. Patrick J. O'Rourke, Mr. Paul G. Lawrence, Mr. John L. Wright, Jr., Mr. Alan J. Novick, and Mr. Mark Messman, Attorneys at law. The purpose of these professional services contracts is to provide assistance to the Public Defender's Office in the handling of conflict cases and such other cases that may be assigned.

Motion by Emmett/Renner to approve requests for approval of Contracts for Specific Public Defender services with Mr. Patrick J. O'Rourke, Mr. Paul G. Lawrence, Mr. John L. Wright, Jr., Mr. Alan J. Novick, and Mr. Mark Messman, Attorneys at law.

Mr. Pokorney asked what is the increase in the contract amounts between this year and last was regarding the contract amounts. Ms. Davis stated that the contract amounts are the same as last year.

Motion carried.

Chairman Sommer referred to the two contracts regarding Mr. Alan J. Novick and Ms. Adele Saaf, Attorneys at Law. Ms. Davis explained that one of her Juvenile Division attorney's was diagnosed with Fibromyalgia and won't be able to work for at least three months. In the interim, negotiations have occurred for two part-time contracts to cover her duties. The contracts split her duties into a 1/3 part-time attorney and a 2/3 part-time attorney. The reason for the fractured time of duties is because Mr. Alan Novick, is already handling some cases for the office. Mr. Novick has agreed to devote some additional time to help cover the duties of the attorney that is ill. Ms. Adele Saaf is an attorney in town who can provide some time to help with the rest of the duties of the attorney that is ill. These two attorneys have started working today. Ms. Davis noted that the Auditor's Office has agreed to make this a retroactive contract.

Motion by Pokorney/Emmett to approve two Contracts for Special Public Defenders with Mr. Alan J. Novick and Ms. Adele Saaf, Attorneys at Law.

Mr. Renner commented that Mr. Novick is receiving \$2,100.00 per month as compensation. Mr. Renner asked how much time will he be dedicating to the Public Defender's Office. Ms. Davis stated that it would add up to over half time with the combination of the two positions.

Chairman Sommer noted that the contracts are open-ended. Ms. Davis stated that the contracts state "month to month." This was phrased this way per Mr. Eric Ruud's recommendation.

Motion carried.

Mr. Bill Gamblin, Administrator, E-911, presented the Status Report for the E-911 System. Mr. Gamblin stated that all of the tasks have been completed. As of this morning, the data base was at 99.45% accurate. Work continues to reduce the error percentage. Four telephone numbers were located in sewers and were assigned addresses because these lines have the ability to be used in an emergency. Along Railroad lines, there are telephone lines connected to the little black boxes that can be accessed as used to make phone calls. These pertain to some of the 500 – 600 numbers left to be fixed. Mr. Gamblin noted that E-911 has met the criteria for the Illinois Commerce Commission, has filed the plan, and are awaiting a hearing date. As previously mentioned, a waiver was received since E-911 has been operating with the selective router for the last three years.

Mr. Gamblin stated that the equipment has been taken down from staging and will begin to move to the site where it will be installed. E-911 Management staff has received training on the Smart Terminal which is the Report Package. A Configuration Class was completed that will allow some staff to configure the system if needed.

Mr. Gamblin explained that in order to be the least disruptive to the system, MetCom and the back-up dispatch centers have been pre-wired so they will continue operating on the current 911 equipment. In conjunction with MetCom, personnel will be scheduled to be at the back-up center. Some minor equipment will be set up and the switch will be flipped. At that time, the back up center would be handling all of the 911 calls for McLean County.

Once this is completed and tested, the Main dispatch center will be cut off, thus bringing everyone into the system. This process should take 4 to 5 hours to accomplish, without any disruption to the system.

Chairman Sommer asked what CMS stands for. Mr. Gamblin stated that CMS stands for Central Management Services, which is the company that handles the wireless service surcharge for E-911. This service will help with the location of calls that will be received through wireless phones.

Mr. Emmett wondered what the revenue was from wireless. Mr. Gamblin stated that he received a check for \$27,000.00 for the month of February. This revenue will continue to rise because of the increase in cellular telephone usage. The problem that is concerning E-911 is the fact that residents are abandoning in-house wirelines for the cellular telephone. The telephone bill shows a \$1.25 charge for in-house wirelines of which the telephone company keeps four cents. E-911 receives \$1.21 per access line. For wireless calls, E-911 receives \$0.48 cents of a \$0.75 cent surcharge. The telephone company uses the balance to implement equipment needed to provide Wireless location services for any 911 call placed from a cell phone. Every time a resident changes services to wireless, E-911 loses \$0.70 cents.

Ms. Barbara Bach, McLean County Deputy Coroner, discussed the Monthly Report for September 2001 for the Coroner's Office. No questions were presented by the Committee.

Mr. Charles Reynard, States Attorney, discussed a request for approval of a one-year Contract between McLean County, the State's Attorney's Office and the Illinois Department of Public Aid.

Motion by Emmett/Pokorney to approve a Contract between McLean County, the State's Attorney's Office and the Illinois Department of Public Aid. Motion carried.

Mr. Reynard referred to a request for approval of Domestic Violence Protocol Grant Agreement. This agreement would provide funding for the STOP Violence Against Women Act. This is the fifth year of a three-year grant.

Mr. Emmett noted that there was no place in the agreement where the victim could provide some feedback. Mr. Reynard stated that there is no place in the contract for any type of feedback at this time. Mr. Reynard suggested that this could be an item that could be incorporated into the contract. Mr. Reynard believes that Neville House, one of the protocol partners funded by the grant, secures feedback from the victims.

Motion by Emmet/Renner to approve a Domestic Violence Protocol Grant Agreement. This agreement would provide funding for the STOP Violence Against Women Act.  
Motion carried.



Mr. Reynard explained the request for consideration of a resolution requesting State Funding of Residential Treatment for Selected Juvenile Offenders. Mr. Reynard commented that most juveniles in secure facilities are in a predisposition phase of their case, awaiting a detention hearing, serving a sentence, or have been sentenced to a therapy program while in detention as a condition of probation. Juveniles in non-secure treatment facilities are there as a condition of court ordered probation. The facilities treat a wide variety of problems such as behavior disorders, sex offenders and individuals with severe drug\alcohol problems.

Motion by Renner/Kinzinger to approve consideration of a resolution requesting State Funding of Residential Treatment for Selected Juvenile Offenders. Motion carried.

Mr. Reynard presented the Asset Forfeiture Fund Report. No questions were presented by the Committee.

Mr. Craig Nelson, Director, Information Services, Integrated Justice Information System (IJIS) Project Team, distributed an IJIS status report for Work Orders 6,7,8 and 9. Mr. Nelson stated that Work Order #6, System Change Requests (Bug Fixes/Enhancement to existing code), includes changes to be available in EJS 6.5, scheduled for delivery on December 2001. Roll out of the system will occur in late February or early March, giving the staff time to configure the system. At that time, the Probation Department would be on line with the system. Work Order #7, Livescan System, was temporarily stopped per Mr. Nelson's request because updates and invoices on this part of the project have not been received. Mr. Nelson stated that he assigned two in-house staff to work on this project. They have nearly completed this project. Testing on this project, with the Jail staff, will be completed within the next two weeks. Work Order # 8, Probation Department, has been finalized and signed off. Development work began based upon the Probation requirements. TRW was on site for the prototype review. Issues arising from the prototype sessions are presently under review. For Work Order #9, Automated Disposition Reporting. Mr. Nelson was informed by Mr. Todd Thompson, TRW Project Manager, that the work is approximately 85% completed. No invoices have been received but the agreement is for a fixed price, invoiced at completion. A proposed Work Order #10 is under way. This is a fully funded grant presented by the Sheriff's Department. A proposed Work Order #11, Civil Analysis, has been submitted for consideration to the County.

Mr. Charles Farlow, TRW, Director, Integrated Justice Information Systems, Mr. Todd Thompson, TRW Project Manager on site, Mr. Dan Barham, TRW Analyst on site, were present to answer any questions the Committee may have.

Mr. Farlow briefly discussed the history of TRW. TRW was founded in 1901 with the World Headquarters in Cleveland, Ohio. TRW is a Global Information Technology Company that deals with Integrated Justice Information Systems, Mobile Data Computers, Automated Fingerprinting Information System and Justice and Public Safety Systems Integration and Consulting.

Mr. Thompson discussed the IJIS Project Overview. The original vision of the IJIS Project was to lay out a five-phase approach to initiating an IJIS System. Phases I and II have been completed. Phase III is on a pending status until the release of Version 6.5 of the IJIS System in December 2001. Phases IV and V are incomplete due to the lack of a Civil Case Processing System. Currently, the Circuit Clerk's Office is using two separate stand-alone case-based computer system (Gavel) to manage the Civil Case Processing and Child Support. This system requires duplication of entry of information. The objective is to include the Civil Case Processing and Child Support in the IJIS System to improve the processing and management of civil cases and the accuracy of data being entered.

Mr. Thompson referred to the Future Development of the IJIS System. For Phases IV and V, work orders have been proposed to the Information Services Department for the Civil Requirements Analysis and Design. This part of the project is expected to be completed during the first and second quarter of 2002. The objective here is to prepare Requirement Definitions (RD) documents necessary to define and estimate the effort required for the development and implementation of Civil Case Processing. The State's Attorney's Office Plea Agreement Development is still pending.

Mr. Thompson highlighted some of the benefits McLean County has received through the IJIS System Project. He stated that the Jail has a system integration that allows for easy access to past information and more accurate decision making during release and arrest process. In the Sheriff's Department, conformity to National and State standards has occurred. Easy access to past information and on-line Mugshots/Photographs has increased the success rate of warrant and process paper services. In the State's Attorney's Office, online access to police reports and attachments has significantly improved the timeliness of the Criminal Intake filing process. In the Clerk of Court's Office more accurate and timely information is made available. The Real-Time sharing provides immediate access of Court and Warrant information to other offices. System Audit capabilities have approved accountability of data entry.

Chairman Sommer asked Mr. Nelson if he has found the accuracy of the reports to be improved or has there been errors. Mr. Nelson answered that it is very difficult for him to answer the question. Anecdotally, Lt. Kisner has reported that the quality of the police incident reports has gone up. There is an accountability from beginning to end, mistakes can not be erased or whited out. A mistake or misinformation can only be corrected through a supplement to the original report.

Mr. Farlow commented that this program offers future upgrades at no extra cost per the terms of the agreement. Mr. Farlow publicly thanked Mr. Zeunik and Mr. Nelson for the working relationship they have provided in the last four years. Mr. Farlow complimented the County Board and the cooperative working structure within McLean County.

Mr. Emmett noted that if a suspect is booked and he has outstanding warrants, the system would automatically notify the law enforcement agency of this fact. Mr. Emmett assumed that the suspects fingerprints would be on file. Mr. Emmett asked if it is possible to scan latent fingerprints lifted from a crime scene. Mr. Nelson explained that McLean County's system scans fingerprints but sends them to the State of Illinois Bureau of Investigation. They are not stored on file here. Mr. Nelson stated that McLean County did try storing the scanned fingerprints on site but they were not used much. The vendor that provided this system became very unreliable due to constant changes in the software. Mr. Emmett wondered if hard copies of the fingerprints are kept on site.

Mr. Nelson thinks that hard copies may be stored here. Mr. Farlow and Mr. Nelson agreed that it is technically possible to scan fingerprints lifted at a crime scene.

Chairman Sommer commented on a previous statement referring to "a slow down with the County in phasing in Phases IV and V." Chairman Sommer asked if there would be any changes in the personnel relationship that is being enjoyed now. Mr. Farlow explained that Mr. Thompson and Mr. Barham are here on site because of the work that is available here for them. If the work slows down to the point where they have to be pulled out and sent to other sites, they will be pulled from a financial viewpoint. This situation would depend on the rate of adjustment. There are a lot of projects where their expertise could be used.

Chairman Sommer asked Mr. Nelson if that situation would compromise the Counties' ability to advance the project. Mr. Nelson noted that there would be a transition period where adjustments would have to be made, specially with staffing. In order to complete the Civil System, outside help would be needed because Information Services does not have the resources to write a proper Civil System program. Mr. Nelson would like to stay in partnership with TRW through the Civil System phase. After that phase is completed, this issue could be revisited. Mr. Farlow commented that there are two parts to the question Chairman Sommer presented. He stated that to finish out the vision that was first set the program is close to achieving that, because Probation and Civil will be completed. Mr. Farlow admitted that after the Probation and Civil programs are completed, the system would be considered on a "maintenance mode." The other part to the question is that TRW provides other services, at no charge to McLean County, that the County may benefit from in the future.

Mr. Zeunik reviewed the Fiscal Year 2002 Recommended Budget for the Circuit Court IV-D Child Support Enforcement Program 0156-0016. The Circuit Court's IV-D Project Child

Justice Committee Meeting Minutes  
November 5, 2001  
Page Twelve

Support Enforcement Special Revenue Fun 0156 was established to account for the receipt of Illinois Department of Public Aid Grant Funding and the expenditures for this new Child Support Enforcement Program. As in Fiscal Year 2001, the Circuit Court's expenditures will be primarily for Contract Services, specifically, the services of a contract attorney who will carry out initial case review and screenings for the Circuit Court. The correct amount for Fiscal Year 2002 Recommended Budget for the Circuit Court IV-D Child Support Enforcement Program 0156-0016 is \$36,500.00.

Motion by Pokorney/Emmett to tentatively approve the Fiscal Year 2002 Recommended Budget for the Circuit Court IV-D Child Support Enforcement Program 0156-0016. Motion carried.

Mr. Zeunik reviewed the Fiscal Year 2002 Recommended Budget for the Special Revenue Fund for the Metro McLean County Centralized Communication Center (MetCom) 0452-0030. Mr. Zeunik noted that an intergovernmental agreement was created between the Town of Normal, City of Bloomington, McLean County Board and the Emergency Telephone Systems Board. All of these entities contribute to the funding of the annual operation of MetCom. The Fiscal Year 2002 Recommended Budget for MetCom is \$2,007,075.00. This figure represents an increase of 5.14%. The funding contributions from the local entities, the City of Bloomington, the Town of Normal and McLean County, are increasing by just 2% over the Fiscal Year 2001 Adopted Budget. Mr. Zeunik explained that in the Committee's packet were documents that detailed MetCom's budget. Mr. Zeunik noted that Ms. Shawn Walker, Director of MetCom and Ms. Rose Buchanan, Assistant Director of MetCom are present to answer any questions the Committee may have.

Mr. Renner commented on Page 258, Percentage of Total Expenses column, why is ETSB's percentage on a different plain. The combination of the other entities adds up to more than 100%. Ms. Walker explained that ETSB is 28.45% of the entire budget. The other figures are percentages of the entire budget minus the ETSB contribution.

Mr. Renner asked if there was a reason for these percentages to be allocated in this matter. Mr. Zeunik explained that the formulas are based on a per capita allocation, call volume and number of sworn officers in each of the jurisdictions. Mr. Zeunik advised the Committee that of the contributions from the three agencies are as follows: Bloomington 40%, Normal 31% and McLean County 29%.

Mr. Pokorney noted that Ms. Walker is adding some staff personnel. Mr. Pokorney noticed that the Full-Time Equivalent Salary is almost 12.5% higher than last year, how

does this breakdown for staffing and the salary of existing personnel. Ms. Walker stated that the salary increases are due to the Collective Bargaining Agreement. There will also

Justice Committee Meeting Minutes  
November 5, 2001  
Page Thirteen

be an addition of a 1.5 Shift Supervisor position. The reclassifications of the Operations Manager and the CAD Administrator have contributed to the increase. Mr. Zeunik clarified that the new positions represent \$63,428.00 of the total increase.

Motion by Emmett\Renner to tentatively recommend approval of the Fiscal Year 2002 Recommended Budget for the Metro McLean Communications Center, 0452-0030. Motion carried.

Mr. Zeunik reviewed the Fiscal Year 2002 Recommended Budget for Court Services 0001-0022. This revenue line item has been increased from \$1,480,045.00 to \$1,650,353.00 in the Fiscal Year 2002 Recommended Budget. This increase is attributable to the adopted salary reimbursement level for the Adult and Juvenile Probation Officers as approved in the budget of the Administrative Office of the Illinois Courts (AOIC). Fifteen officers in Court Services are reimbursed at a subsidy level of \$1,000 per month. All other officers are reimbursed at 100% of the salary expenses. Mr. Zeunik noted that the Court Services' Budget was initially considered at an earlier meeting and due to an issue involving the two Domestic Violence Officers and an Office Support Specialist, and the potential of funding those positions, final decision was deferred until tonight.

Ms. Roxanne Castleman, Court Services Department, stated that she met with the Judges and they have agreed to the use the Adult Probation Services Fee fund transfer to off-set the shortfall of the salaries for this budget year. Mr. Scanlon noted that the Judges authorized expenditure for this program for the 2002 Fiscal Year. The Judges strongly advised Ms. Castleman to look for alternative funding for these three positions elsewhere. The reason for this decision from the Judges is because there is a positive balance on that fee supported fund account as of today. However, there are a number of programs that the Courts would like to consider funding for and the Criminal Justice Committee Council may need to use some of the funding new programs.

Chairman Sommer asked Ms. Castleman if she had any plans for the permanent funding these positions. Ms. Castleman stated that she does not have any concrete direction at this time. She will inform the Committee of solutions as soon as she is able to.

Motion by Kinzinger/Pokorney to tentatively approve the Fiscal Year 2002 Recommended Budget for the Court Services Department 0001-0022. Motion carried.

Mr. Zeunik reviewed the Fiscal Year 2002 Recommended Budget for Court Services 0146-0022. The Adult Probation Services Fee Fund is a Special Revenue Fund, which

was established pursuant to State law. The Court can order adult probationers to pay a Probation Services Fee to the Court Services Department. The revenue generated from

Justice Committee Meeting Minutes  
November 5, 2001  
Page Fourteen

this fee can only be used to provide services to adult probationers. State law requires that the revenue collected in the current fiscal year be appropriated in the following fiscal year. As a result, the revenue budgeted for Fiscal Year 2002 has already been collected and is available to be appropriated for services.

Mr. Zeunik noted that this budget should be approved with the Recommended Amendment that would provide funding for the two Probation Officers and one Office Support Specialist positions discussed and approved before.

Motion by Pokorney/Emmett to tentatively approve the Fiscal Year 2002 Recommended Budget for the Court Services Adult Probation Services Fee 0146-0022, as amended. Motion carried.

Chairman Sommer presented the bills as reviewed and recommended by the County Auditor, for the approval of the Committee.

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

There being nothing further to come before the Committee at this time, Chairman Sommer adjourned the meeting at 7:03 p.m.

Respectfully submitted,

Carmen I. Zielinski  
Recording Secretary

E:\Ann\Min\Just\_Nov.05.01.doc