

Minutes of the Justice Committee Meeting

The Justice Committee of the McLean County Board met on Monday, October 2, 2000 at 5:00 p.m. in Room 700 of the McLean County Law and Justice Center, 104 W. Front Street, Bloomington, Illinois.

Members Present: Chairman Sommer, Members **Rodman**, Gordon, Pokorney,

Members Absent: Member Arnold

Staff Present: Mr. John Zeunik, County Administrator; Mr. Terry Lindberg, Assistant County Administrator; Ms. Lucretia A. Wood, Administrative Assistant, County Administrator's Office

Department Heads/
Elected Officials

Present: Sheriff Dave Owens; Mr. Derrick Love, Superintendent, McLean County Jail; Mr. Dan Brady, Coroner; Mr. Jim Wahls, Director, E.S.D.A.; Mr. Curtis Hawk, Assistant Director, E.S.D.A.; Ms. Sandra Parker, Circuit Clerk; Ms. Jane Engblom, Jury Commissioner; The Honorable John Freese, 1 1th Judicial Circuit Court; Mr. Will Scanlon, Trial Court Administrator, 1 1th Judicial Circuit Court, Ms. Amy Davis, Public Defender

Chairman Sommer called the meeting to order at 5:04 p.m. Hearing no objections, the minutes of the August 28, 2000 meeting were approved and placed on file as presented.

Mr. Dan Brady, Coroner, presented the Statistical Reports for the Coroner's Office for the month of August. Mr. Gordon noted that out-of-County autopsies and the **year-to-date** totals for this category have increased. Mr. Brady stated that most cases have been routine, but there have been a few more involved cases.

Sheriff Dave Owens presented a request for approval of an Illinois Department of Transportation Highway Safety Project Grant. Sheriff Owens explained that the grant has already been applied for with the permission of the Chairman and the Administrator's Office. The grant application was received with a small window of opportunity to apply for the grant. The grant application was received on September 6, 2000 and was due on September 15, 2000. The acceptance of the grant does not require local matching funds. The deputies who work the grant will be paid overtime. The grant funds will be used to increase enforcement for DUI, Speed and **Seatbelt** enforcement. The enforcement will target Bloomington Township, Hudson Township, Money Creek Township, Normal Township, Old Town Township and **Towanda** Township. The Townships have been

selected because of high accident rates. The grant is the same as the one received last year.

Mr. **Rodman** asked if the results of the last grant campaign are available. Sheriff Owens replied that he could make the results available to the Committee. Mr. **Rodman** asked if there has been a reduction in accidents. Sheriff Owens replied that checks for **seatbelt** compliance resulted in an overall increase for the Communities. Mr. **Rodman** asked if the grant was used for education. Sheriff Owens replied that Public Service Announcements and surveys were done.

Motion by **Rodman/Peterson** to recommend approval of an Illinois Department of Transportation Highway Safety Project Grant. Motion carried.

Sheriff Owens presented the Statistical Reports for the Jail and the Sheriff's Department for the past six months through September. The population average for the past six months is 222 inmates. The average is consistent with last year. The population for August and September are higher than average. Currently, 14 inmates are being housed out-of-County.

Mr. Pokorney asked if the population increases during warmer months. Sheriff Owens replied that the population in May increased, but the population decreased in June and July. The population does decrease significantly around Christmas. Sheriff Owens stated that the other Counties may not have beds available for much longer.

Sheriff's Owens stated that if the Committee needed any information regarding the jail space study to let him know. The Sheriff Department will be glad to answer any question or gather information.

Mr. Charles Reynard, State's Attorney, presented the Statistical Reports for the State's Attorney Office for the month of September. Mr. Reynard stated that his office is also available to the Committee for any question during the space study. He received a letter from an individual with extensive experience with electronic monitoring who is willing to help McLean County.

Mr. Reynard stated that during the League of Women Voter's Forum, the Deferred Prosecution Program was not mentioned. This program keeps 500 to 600 Deceptive Practice cases out of the courts. If this program was not in place, many of the individuals that are referred to the Deferred Prosecution Program could impact the jail population due to failure to appear for court.

Ms. Sandra Parker, Circuit Clerk, presented the Statistical Reports for the Circuit Clerk's Office for the month of August.

Ms. Amy Davis, Public Defender, presented the Statistical Reports for the Public Defender's Office for the month of August.

Mr. John Zeunik, County Administrator, presented a request for approval of TRW Change Order #3 to Work Order #4. The Change Order extends the term and delivery schedule of Work Order #4 to March 1, 2000. The change is needed to allow the custom conversion of the McLean County GIS Maps, which is Change Order #4 to Work Order #4.

Mr. Zeunik explained that Change Order #3 is a "no cost" order. It was anticipated that Work Order #4 was to be completed by the end of January. Because of the GIS Mapping, the current deadline is not likely to be met.

Mr. Zeunik stated that Change Order #4 is related to the GIS map loading into the Computer Aided Dispatch (CAD) at MetCom. The County has decided that the GIS maps are the best maps to use at MetCom. The GIS maps will be updated and maintained by Regional Planning. These maps will need to be converted by Tri-Tech in order to be brought into the CAD system. The cost for the conversion is \$11,115.00. The Emergency Telephone Systems Board will pay 10% of the costs. The balance of the costs will be divided evenly between the County, City of Bloomington, and Town of Normal. The costs to the County will be \$2,500.88.

Mr. Rodman asked if there is a problem with Tri-Tech. Mr. Zeunik replied that Tri-Tech has completed the CAD system. The extension is being requested by the County to allow MetCom time to complete the GIS maps and check the maps for accuracy. Once the maps are complete, Tri-Tech can begin the conversion.

Mr. Rodman asked how Regional Planning will maintain the maps. Mr. Zeunik replied that Regional Planning will make changes to the base maps as new subdivisions or commercial or industrial areas are approved.

Motion by **Gordon/Rodman** to recommend approval of a request for Change Order #3 to Work Order #4 and Change Order #4 to Work Order #4. Motion carried.

Chairman Sommer asked the Committee to review the Departmental Budget Summary following Mr. Zeunik's Budget message. The Circuit Clerk Office is experiencing a 19% increase in the Fiscal Year 2001 Recommended Budget. The Circuit Court has a 7% increase, the State's Attorney's Office has a 10.51% increase, the Public Defender's has a 5.96% increase and Court Services has 13.69% increase. The Sheriff's Office has a 4.75% increase. The Coroner's Office has a small increase. The Rescue Squad has a decrease. E.S.D.A has a 6% percent increase. The County is absorbing substantial

increases as a result of the PAS Study. He asked the Committee to keep the increases in mind as request for additional personnel are made.

Mr. John Zeunik presented the Fiscal Year 2001 Recommended Budget for the Circuit Court. Chairman Sommer indicated that there is a 7 % increase in the overall budget for the Circuit Court. Judge John Freese, 1st Judicial Circuit Court, stated that most of the increase is due to the salary increase from the PAS Study.

Mr. Zeunik stated that Salary expenses are up 12%. Fringe Benefit expenses are up 28%, which is attributable to the fact that the Recommended Budget provides \$2,100 per full-time employee for the employer's share of health benefits. This is an increase from \$1,800 per full-time employee. The increase is recommended because of the anticipated increase in health insurance premiums.

Mr. Zeunik stated that formal proposals from health care providers were received on Friday, September 29, 2000. The information will be provided to the Finance Committee at a Special Committee meeting on October 10, 2000.

Mr. Zeunik stated that the Material and Supplies line items for the Circuit Court have increased 1%. The Contractual line items has been held to 3.59%. In the Capital Outlay line item, the request have been transferred to the Public Building Commission's Fiscal Year 2001 Recommended Budget in Facilities Management. The Public Building Commission (PBC) funds the purchase of capital equipment that was purchased when the building was built in 1989-1991. These capital purchases are consolidated in the Facilities Management Department budget in the General Fund. The bids will then be consolidated.

Mr. Zeunik stated that the Revenue received by the Circuit Court is from the four other counties in the 1st Judicial Circuit. This revenue is used to fund the Trial Court Administrator's Secretary. The revenue is based on the number of cases filed in each County. In 2000, McLean County's cases have increased more than in other counties. Therefore, McLean County's share is greater in the **FY'2001** Recommended Budget.

Mr. Pokorney asked where the additional salary expense is at in the 2000 Budget.

Mr. Zeunik replied that the Recommended Budget was printed on September 14, 2000. The current year expense is shown through August 31, 2000. The Board approved the PAS Study salary increase effective as of July 1, 2000. Therefore, only two months of the impact of the PAS recommendation are shown in the actual budget. The 14% increase in salaries is an increase over the adopted budget. Mr. Zeunik stated that there is **\$400,000.00** budgeted in the escrow account. This money will be transferred from that account into the individual department's salary line item.

Judge Freese stated that there will be two open Associate Judge positions this fall. Judge Joseph Kelley and Chief Judge Luther Dearborn are retiring. Judge Elizabeth Robb will take Judge Dearborn's Circuit Judge position. Judge Scott Drazewski and Judge Kevin Fitzgerald will be reassigned to McLean County full-time. The secretarial staff will remain the same. There will not be any additional staff needs.

Judge Freese stated that the department is aware of the fact that it does not bring in revenue. The department tries to decrease line items if another line item is increasing. The judges have worked with the Jury Commission so that jurors are not brought in for trials unnecessarily as a way to reduce expenditures. Judge Freese stated that the department is requesting an increase in mileage for jurors. This is a request that can be looked at in the future.

Mr. **Rodman** asked if the salary and fringe benefit increases are related to one another? Mr. Zeunik explained that the total fringe benefit expenses are based on the number of full-time equivalent positions. The salary increases depend on the mix of **FTE's** in the department and the impact of the PAS Salary Study.

Mr. **Rodman** asked how is the money from the Public Building Commission used. Mr. Zeunik explained that the Facilities Management Budget has a line item for purchase of furnishings and office equipment. In the Fiscal Year 2001 Recommended Budget, **\$38,000.00** is recommended. This total is a consolidation of the individual departmental requests made in the General Fund for purchase or replacement of office furniture. In **FY'2000**, the County has saved **\$5,000.00** through consolidated bidding.

Motion by **Rodman/Gordon** to recommend tentative approval of the Fiscal Year 2001 Recommended Budget for the Circuit Court. Motion carried.

Mr. Zeunik presented the Fiscal Year 2001 Recommended Budget for the Circuit Court IV-D Project Child Support Enforcement Grant. The Circuit Court's Expenditure will primarily be for Contract Services for a contract attorney.

Motion by **Gordon/Pokorney** to recommend tentative approval of the Fiscal Year 2001 Recommended Budget for the Circuit Court IV-D Project Child Support Enforcement Grant. Motion carried.

Mr. Zeunik presented the Fiscal Year 2001 Recommended Budget for the Jury Commission. Salaries have increased 13% and Fringe Benefits have increased 16%. There is a slight change in the 600 line items and 700 line items. The changes in the 600 line items are due to automation and in-house printing of forms, which increases the office supplies and copy expenses. There is also an increase in the Postage line item. There is a decrease in the Letterhead/Printed forms line item. Mr. Zeunik stated that

there are minor increases in the Contract Services line item. The overall budget increase is \$7,727.00, which is 10%.

Mr. Pokorney asked what are Per Diem employees. Ms. Jane Engblom, Jury Commissioner, replied that the Per Diem employees are Jury Commissioners who are appointed by the Circuit Court to review questionnaires of individuals who say that they can not serve on jury duty.

Mr. Engblom stated that the office is doing training sessions for the bailiff, Court Security and risk management. The imagining program is working well. However, it has caused an increase in office supplies and paper.

Mr. Pokorney asked what is the difference between Occasional/Seasonal and Part-Time. Ms. Engblom replied that the hours for the individual are sporadic. The employee works only when there are jurors needed for trials. Mr. Pokorney noted that the Per Diem employees are not budgeted for in the Fiscal Year 2001 Recommended Budget. Ms. Engblom stated that the position was transferred from the Circuit Clerk's Budget last year. Mr. Lindberg stated that the Part-Time line item is sufficient for Per Diem, **Part-Time** and Occasional/Season position.

Motion by **Pokorney/Rodman** to tentatively approve the Fiscal Year 2001 Recommended Budget for the Jury Commission. Motion carried.

Mr. Zeunik presented the Fiscal Year 2001 Recommended Budget for the E.S.D.A Department. This is a three-person department. This is a 6 % salary expense increase due to the PAS Salary Study. There is a 17% increase in Fringe Benefits. The Recommended Budget includes nominal increases in Supplies and Contractual line items. The Capital expenses are budgeted at the same amount as this year. Eight new pagers will be purchased at a cost of \$364.00 each. Mr. Gordon noted that last year, the department spent more in the actual budget. Mr. Jim Wahls stated that the Department of Nuclear Safety provides grant funding to the Department each year. The grant funds were used to purchase additional radios.

Motion by **Pokorney/Rodman** to recommended tentative approval of the Fiscal Year 2001 Recommended Budget for the ESDA Department. Motion carried.

Mr. Zeunik presented the Fiscal Year 2001 Recommended Budget for the Public Defender's Office. The Committee agreed that the review of the Public Defender's Office should be rescheduled to a time when the Public Defender is present.

Minutes of the Justice Committee Meeting

October 2, 2000

Page Seven

The Administrator's Office will schedule the Public Defender and the State's Attorney's Offices on either October 19, 2000 or November 6, 2000. **MetCom** will be scheduled on November 6, 2000.

Chairman Sommer presented the bills and transfers, which have been reviewed and recommended for transmittal to the Justice Committee by the County Auditor. Chairman Sommer noted that the transfer request for **MetCom** will be withdrawn. The request was to transfer personnel dollars to a Capital line item.

Motion by Pokorney/Gordon to recommend approval of the bills as presented by the County Auditor. Motion carried.

There being nothing further to come before the Committee at this time,
Chairman Sommer adjourned the meeting at 6:32 p.m.

Respectfully submitted,

Lucretia A. Wood
Recording Secretary