

LAW AND JUSTICE COMMITTEE
McHenry County Government Center – Administration Building
667 Ware Road
Woodstock IL 60098

MINUTES OF MONDAY, AUGUST 16, 2010

Chairman Barnes called the meeting to order at 8:30 a.m. The following Committee members were present: Chairman Yvonne Barnes; James Kennedy; Sue Draffkorn; Randy Donley; Jim Heisler; Bob Bless and Kathleen Bergan-Schmidt. Also in attendance: Ralph Sarbaugh, Associate County Administrator-Finance; John Labaj, Deputy County Administrator; Kathy Keefe, Circuit Clerk; Dan Wallis, Court Administration; Bob Ellsworth and Robin Gibbs, EMA; Tiki Carlson, E-911; Angela Wood-Zuvevich and Undersheriff Andrew Zinke, Sheriff's Department; Louis Bianchi, Karen Rhodes, Phil Hiscock and Susan VanDiggelen, State's Attorney's Office; interested public and press.

Yvonne Barnes, Chairman	
Robert "Bob" Bless	Randy Donley
Sue Draffkorn	Jim Heisler
James Kennedy	Kathleen Bergan-Schmidt

MINUTES: Committee members reviewed the minutes from August 2, 2010. Mr. Donley made a motion, seconded by Ms. Bergan-Schmidt, to recommend approval of the above minutes. Ms. Bergan-Schmidt questioned the wording in the paragraph pertaining to the "Resolution Authorizing an Increase in the Circuit Clerk's Court Automation Fees". She questioned whether or not the word "Municipalities" on the second page, should be removed and replaced with the word "Circuit Clerk." Committee members agreed that this needs to be clarified with the Circuit Clerk. The minutes from the August 2, 2010 meeting will be forwarded to the next Law and Justice meeting for clarification.

PUBLIC COMMENT: None.

PRESENTATION: None.

NEW BUSINESS:

Resolution Approving Acceptance of the Memorandum of Understanding (MOU) Between the American Red Cross of Greater Chicago and McHenry County. Committee members reviewed a Resolution approving acceptance of the Memorandum of Understanding (MOU) between the American Red Cross of Greater Chicago and McHenry County. Mr. Ellsworth joined Committee members and stated that the purpose of this MOU is to create a working relationship between the American Red Cross and the McHenry County Emergency Management Agency. Mr. Heisler made a motion, seconded by Mr. Bless, to recommend approval of the Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Bless, Donley, Draffkorn, Heisler, Kennedy, Schmidt, Barnes.)

Resolution Authorizing a Budget Line Item Transfer in the Law Library Fiscal Year 2009-2010 Budget. Committee members reviewed a Resolution authorizing a budget line item transfer in the Law Library fiscal year 2009-2010 budget. Mr. Wallis joined Committee members and stated that the rolling bookshelves located in the Law Library were installed over ten years ago. This system need to be replaced. They have received quotes from two vendors to replace the system. This system will allow more free standing bookcases and will open up more space in the Law Library. Mr. Kennedy made a motion, seconded by Ms. Draffkorn, to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Bless, Donley, Draffkorn, Heisler, Kennedy, Schmidt, Barnes.)

FY10-11 Budget Reviews: Mr. Sarbaugh requested that the budget reviews be taken out of order. Chairman Barnes and Committee members approved this request.

E-911: Committee members reviewed the FY10-11 budget for E-911. Ms. Carlson reported that a highlight for FY2010 was the implementation of VisionFIRE, along with implementing the Self Registration Portal for Emergency Notification System. Goals for FY2011 include the implementation of Vision RMS and Vision Field Base Reporting, along with preparation for the next generation 911 system and set up. Mr. Sarbaugh stated that the emergency telephone systems are not financed through tax dollars. All revenue and funding comes through surcharges on telephone statements, both landlines and cellular phones. Ms. Draffkorn made a motion, seconded by Mr. Heisler, to recommend approval of the preliminary FY10-11 budget for E-911 and move it

forward to the Finance and Audit Committee. The motion carried with all members present voting aye on a voice vote.

Emergency Management Agency (EMA): Committee members reviewed the FY10-11 budget for the Emergency Management Agency. Mr. Ellsworth reported that the EMA completed the County Hazard Mitigation Plan. A grant was received for this plan and it has been sent to FEMA for approval. They also recorded hazardous materials sites and inventories. Chairman Barnes stated that she was under the impression that elected officials should take the online National Incident Management System (NIMS) class. She asked if there is a record of who has taken the NIMS class and Mr. Ellsworth informed her that they have a database which tracks the county and non-county individuals who have taken this class. She requested that a memo be forwarded to all County Board members making them aware of the NIMS class. Mr. Sarbaugh stated that this department has not grown their budget and they have done a great job in keeping costs under control. Ms. Bergan-Schmidt made a motion, seconded by Ms. Draffkorn, to recommend approval of the preliminary FY10-11 budget for the Emergency Management Agency (EMA) and to move it forward to the Finance and Audit Committee. The motion carried with all members present voting aye on a voice vote.

Sheriff: Committee members reviewed the FY10-11 budget for the Sheriff's Department. Mr. Sarbaugh stated that this is the most difficult budget because there are so many facets to this department including administration, patrol, corrections, and security. Both Ms. Wood-Zuzevich and Undersheriff Zinke worked on this budget. They reported that this department received the American Corrections Accreditation Award (ACAA) for the County Jail and this award helps with liability and obtaining grant money. They are in the process of attaining the Commission of Accreditation for Law Enforcement Agencies Award (CALEA). They are working with Ms. Carlson to implement the new VisionAir Records Management Program, along with implementing the new VisionAir Evidence Data Conversion allowing them to become part of the integrated justice system. It was mentioned that more jail space may be required in the future because of the continued population growth in the County. The Prairie Shield Grant Fund has come to an end and will not be included in future reports for this department. Mr. Sarbaugh reported that the Sheriff's Department's revenues do equal the expenditures and the department is in balance. Mr. Heisler made a motion, seconded by Mr. Kennedy, to recommend approval of the preliminary FY10-11 budget for the Sheriff's Department and to move it forward to the Finance and Audit Committee. The motion carried with all members present voting aye on a voice vote.

State's Attorney: Mr. Bianchi reported that they have been working with the Circuit Clerk's office and have developed a program to collect outstanding judgments and fines on behalf of McHenry County. Last year they collected \$194,000 in fees from taxpayers. The Check Enforcement Program has been active for over 2 ½ years and to date they have collected over \$200,000 on behalf of McHenry County businesses. The State's Attorney's Office is working towards implementing a First Offender Program. Representatives have visited Kane County and were provided an overview of their First Offender Program which has been in existence for many years. This program basically pays for itself from fees and restitutions paid by offenders. It is an innovative program and is designed for first time, non-violent felony offenders who have the opportunity to keep a conviction from being permanently entered on their record. If the defendant fails to successfully complete the First Offender Program, the defendant is terminated from the program and the case is returned to court for prosecution. The program is projected to begin next month. Mr. Sarbaugh reported that this is a general fund department and this department has stayed in balance. After discussion, Mr. Donley made a motion, seconded by Mr. Bless, to recommend approval of the preliminary FY10-11 budget for the State's Attorney's Office and to move it forward to the Finance and Audit Committee. The motion carried with all members present voting aye on a voice vote.

Chairman Barnes stated that all supplemental requests are addressed, one by one, at the second CALF meeting held in September. Committee members were asked to be specific if they support every supplement request, or be specific as to which individual supplemental requests they support. Mr. Sarbaugh stated that he and Mr. Austin will be prioritizing the supplemental requests after hearing all of the inputs from the departments. He asked that members contact either himself, Mr. Austin or their Committee Chairman if they have any further questions concerning the supplemental requests.

Circuit Clerk: Ms. Keefe joined Committee members and stated that the Circuit Clerk's office has improved the customer service capability of their website by launching the new public access search program which allows the public to search basic court case information which is open to the public. This new search capability has reduced the number of phone calls received by this office. They have also started offering electronic copies via the internet which has become a popular service. A goal for 2011 is to implement an E-filing program and integrate the E-filing of civil cases with the case management system (ICIS). Mr. Sarbaugh stated that the fines and forfeiture incomes are expected to increase due to the ticket bond increase beginning in September. Mr. Bless made a motion, seconded by Mr. Donley, to recommend approval of the preliminary FY10-11 budget for the Circuit Clerk's Office and to move it forward to the Finance and Audit Committee. The motion carried with all members present voting aye on a voice vote.

MINUTES-Continued: Chairman Barnes asked Ms. Bergan-Schmidt to pose her question, stated above, concerning the Minutes of August 2, 2010 to Ms. Keefe. Ms. Keefe suggested that the word "Municipalities" of the minutes of August 2nd should be removed and replaced with the word "Circuit Clerk". Mr. Donley made a motion, seconded by Ms. Bergan-Schmidt, to recommend approval of the above minutes as amended. The minutes were approved with all members present voting aye on a voice vote.

Chairman Barnes informed committee members that there may be a need to schedule a Law and Justice meeting in September, 2010 since their regularly-scheduled meeting falls on Labor Day. After discussion, the Committee agreed to wait and see if there was a need for a meeting to be scheduled for September, 2010.

OLD BUSINESS: None.

REPORTS/UPDATES TO COMMITTEE:

Ms. Draffkorn reported to the Committee that she has received several phone calls and meetings with individuals stating their concern about the proposed appointment by the County Board of the trustee for the McHenry Township Fire Protection District. Individuals stated to her that they felt the Committee did not review the letters of recommendation endorsing candidates for this position. Committee members stated that they reviewed all of the Applications received for this appointment, along with reviewing all of the letters of recommendation received. They interviewed all applicants and made their recommendation according to the above.

EXECUTIVE SESSION: None.

ADJOURNMENT

Noting no further business, Mr. Donley made a motion, seconded by Mr. Bless, to adjourn the meeting at 10:40 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR BOARD ACTION:

Resolution Approving Acceptance of the Memorandum of Understanding (MOU) Between the American Red Cross of Greater Chicago and McHenry County
Resolution Authorizing a Budget Line Item Transfer in the Law Library Fiscal Year 2009-2010 Budget

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