

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

MINUTES OF MONDAY, APRIL 4, 2011

Chairman Provenzano called the meeting to order at 8:15 a.m. The following Committee members were present: Chairman Nick Provenzano; Bob Nowak; Bob Bless; Jim Heisler and Randy Donley. Sue Draffkorn arrived at 8:16a.m. John Jung was absent. Also in attendance: Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; John Labaj, Deputy County Administrator; Phil Dailing, Court Services; Dan Wallis, Court Administration; Scott Block, Mental Health Court; Kathy Keefe, Circuit Clerk; Tom Sullivan, IT; Under-Sheriff Andy Zinke, Angela Wood-Zuzevich, Sheriff's Department; Tiki Carlson, E-911; Barry Valentine, EMA; Dave Christensen, recommended EMA Director; Cal Skinner, McHenry County Blog; AND interested public.

Nick Provenzano, Chairman	
Robert "Bob" Bless	Randy Donley
Sue Draffkorn	Jim Heisler
John Jung	Robert "Bob" Nowak

Ms. Draffkorn arrived at 8:16a.m.

PUBLIC COMMENT

Dr. Sheila Mannix from Barrington joined committee members to voice her concerns regarding the Special Prosecutor, Harry Tonnigan. Dr. Mannix presented copies of a presentation that was provided to Legislators regarding the alleged illegal acts that took place on March 8, 2011. An example of the legislation regarding these alleged criminal acts were provided. Dr. Mannix called on the legislator's to intervene and do an oversight investigation regarding the information that was turned over regarding the family acts. She stated that this information has been presented to seven congressional offices and additional Utah officials. She noted she is trying to recoup funds from the Tonigan investigation as there is an appearance of preferential treatment to certain citizens over other citizens, specifically abused women and children. These are citizens who need leadership from our legislators. Dr. Mannix thanked the committee members for their time.

MINUTES

Committee members reviewed the minutes from February 7, 2011. Mr. Heisler made a motion, seconded by Mr. Donley, to recommend approval of the above minutes as presented. The minutes were approved with all members present voting aye on a voice vote.

PRESENTATION

CALEA Accreditation: Under Sheriff Zinke joined committee members to inform them that the Sheriff's Department has successfully completed the multi-year process designed to attain internationally acknowledged recognition by the Commission on Accreditation for Law Enforcement Agencies (CALEA). The Sheriff's Office was officially recognized on March 26th at the Spring Awards Conference held in Bethesda Maryland. The department also received accreditation from the American Correctional Association in 2010 for the Correctional Facility. The department is only one of three in Illinois to receive this accreditation. The department is very proud of their achievements and will continue in their efforts to achieve excellence by pursuing accreditation of their Corrections Medical Services and 911 communications center. Committee members congratulated Under Sheriff Zinke for the accreditations received.

NEW BUSINESS

Appointment – Fox River Grove Fire Protection District, Crystal Lake Fire Protection District: Committee members reviewed appointments to the Fox River Grove and Crystal Lake Fire Protection Districts. Committee members were informed that the positions were advertised for and only the incumbents applied for reappointment. Mr. Bless made a motion, seconded by Mr. Donley to recommend the re-appointment of William Yocius to the Fox River Grove Fire Protection District for a three year term and the re-appointment of Mr. Greg Danielson to the Crystal Lake Fire Protection District for a three year term. The motion carried with all members present voting aye on a roll call vote. (Bless, Donley, Draffkorn, Heisler, Nowak, Provenzano)

Appointments – McHenry Township Fire Protection District: Committee members reviewed the appointment for two positions on the McHenry Township Fire Protection District. The two incumbents have applied for reappointment to the position. The position was advertised for. Mr. Bless made a motion, seconded by Mr.

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Nowak to recommend the reappointment of Mr. Robert J. Meyer and Alan G. Weaver for a three year term to the McHenry Township Fire Protection District. The motion carried with all members present voting aye on a roll call vote (Bless, Donley, Draffkorn, Heisler, Nowak, Provenzano)

Resolution Authorizing the Transfer of Work Release Funds to the General Fund; Work Release Commissary Funds to the "Inmate Commissary Account" and an Emergency Appropriation to the Sheriff's Fiscal Year 2011 Budget: Committee members reviewed a Resolution Authorizing the Transfer of Work Release Funds to the General Fund; Work Release Commissary Funds to the "Inmate Commissary Account" and an Emergency Appropriation to the Sheriff's Fiscal Year 2011 Budget. Mr. Heisler made a motion, seconded by Mr. Bless to recommend approval of the above Resolution as presented. Committee members were informed that these are funds that remained in accounts created for the work release program. This program ended in FY2005 and it has been requested that both of the accounts be closed and the funds transferred to the appropriate accounts. The Work Release Program Account funds will be transferred into the Sheriff's Department's General Fund and the Work Release Commissary Funds will be placed into the Inmate Commissary Profit Account. The motion carried with all members present voting aye on a roll call vote (Bless, Donley, Draffkorn, Heisler, Nowak, Provenzano)

Resolution Authorizing the Transfer of Interest from the Prairie Shield Grant Fund (#59) to the General Fund (#1) and an Emergency Appropriation to the Sheriff's Fiscal Year 2011 Budget: Committee members reviewed a Resolution Authorizing the Transfer of Interest from the Prairie Shield Grant Fund (#59) to the General Fund (#1) and an Emergency Appropriation to the Sheriff's Fiscal Year 2011 Budget. Committee members were reminded that McHenry County was the lead agency in a multi-jurisdictional grant that was awarded to enhance emergency communications through acquisition and deployment of new equipment. Mr. Bless made a motion, seconded by Mr. Donley to recommend approval of the above Resolution as presented. The funds are from the interest earned on the Prairie Shield Grant and will be placed into the Sheriff's General Fund. The motion carried with all members present voting aye on a roll call vote (Bless, Donley, Draffkorn, Heisler, Nowak, Provenzano)

Resolution Authorizing an Intergovernmental Agreement between the McHenry County Sheriff's Office, the Village of Lake in the Hills and McHenry County to Provide Mutual Aid: Committee members reviewed a Resolution authorizing an intergovernmental agreement between the McHenry County Sheriff's Office, the Village of Lake in the Hills and McHenry County to provide mutual aid. It is desired that the Village become a member of the McHenry County Narcotics Task Force unit for the purpose of providing law enforcement services related to the enforcement of controlled substance statutes and the cannabis control act as well as other statutes as necessary within unincorporated and incorporated McHenry County in accordance with the terms and conditions set forth in the agreement. Mr. Nowak made a motion, seconded by Mr. Heisler to recommend approval of the above Resolution as presented. This is a specific program for the task force and requires the group to enter into an intergovernmental agreement. The motion carried with all members present voting aye on a voice vote.

Resolution Authorizing the Appointment of David Christensen to the Position of Director of the Emergency Management Agency: Committee members reviewed a Resolution Authorizing the Appointment of David Christensen to the Position of Director of the Emergency Management Agency. Committee members were reminded that the current director, Barry Valentine is retiring from his position, effective May 6, 2011. The Human Resources Department handled the national search with over 100 applications being received. Nine (9) applicants were selected to be interviewed by two teams. The top three candidates were brought in for an additional interview with Mr. David Christensen becoming the choice by both groups. Mr. Christensen stated that he is honored to be selected to be returning to the roots from where he came from. He is currently the President of the International Association of EMA's. He stated that he has some big shoes to fill and looks forward to meeting the standards set by Mr. Valentine. He stated that McHenry County has set the bar at the National level for Emergency Management standards. He noted that the County is recognized for standards set nationwide. Committee members were informed that Mr. Christensen is known locally and nationally with EMA agencies. He stated that one of his goals will be to get more funding for the County's EMA program in order to take the department to a higher level to meet the EMA needs of the County. One of his goals will be to train the average citizens with the skills needed in case of a mass event. He would like to create a "teen" certification program as well. Teens will become the future EMA volunteers in the County so they need to explore how to move the teens forward through this program. Committee members were informed that internal applicants were

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interviewed as well and one was included in the top three candidates. Mr. Christensen's caliber put him above any of the other candidates being considered. Mr. Bless made a motion, seconded by Ms. Draffkorn to recommend the approval of the Resolution Authorizing the Appointment of David Christensen to the Position of Director of the Emergency Management Agency. The motion carried with all members present voting aye on a roll call vote (Bless, Donley, Draffkorn, Heisler, Nowak, Provenzano)

Resolution Authorizing a Contract with New Dawn Technologies, Inc. for Justware Case Management Software and an Emergency Appropriation to the Non-Departmental Fiscal Year 2011 Budget: Mr. Sullivan joined committee members to review a Resolution authorizing a contract with New Dawn Technologies, Inc. for Justware Case Management Software and an Emergency Appropriation to the Non-Departmental Fiscal Year 2011 Budget. Committee members were reminded that Integrated Justice has been on the radar for several years. Much progress has been made toward this goal with the implementation of the Integrated Courts Information System (ICIS) R1 and the Integrated Courts Information System (ICIS) R2. The public safety system VisionAIR is also being implemented at this time. Implementing departmental software for the State's Attorney, Public Defender, and Court Administration Specialty Court is the next step in the plan to fulfill the County Board's Strategic Goal of Integrated Justice. An RFP was issued in the summer of 2010 with responses received in the fall. The software was evaluated by the States Attorney, Public Defender and Court Administration representatives who determined that the software would be a good fit for their business workflow. The software infrastructure works well with the existing County technology infrastructure and integrates with the existing VisionAIR and OnBase software. New Dawn Technologies is the successful bidder at \$1,545,000. They would provide the departmental software modules and partner with URL Integration to provide integration services. The contract will impact the 900020-6050 budget and will be offset by utilization of fund balance. When reviewing this project the main question was whether to purchase a product off the shelf or build a product that will integrate with the current systems. Mr. Sullivan stated that the time the ICIS system was being built there were not a lot of current products available for purchase that fit the County's need so the County chose to have a product built to fit the needs of the Circuit Clerk. Mr. Wallis noted that he spoke with various users of this product who spoke very highly of the product and they stated that the customer service is phenomenal. The State's Attorney, Public Defender, Court Administration and IT has recommended the County move forward with the project. Maintenance support for the product will cost approximately \$151,000 per year and the cost will grow as more information exchanges are added. The project will be paid for as various milestones are reached. Licenses will be billed at 10% of the total cost over a 5 month period. As the project progresses, the licenses will be paid for. The duration will depend on the resources available. The approximate timeline will be 12 to 18 months for the States Attorney, 6 months for the Public Defender and 3 month for the Specialty Courts. The plan can be adjusted as the project moves forward. This program will eliminate inefficient paper processes, eliminate duplicate data entry and automate business rules through the workflows. This creates a paperless environment, provides reporting capabilities is user friendly and is web-based interface. In the future they will be able to budget annually for enhanced integration and continued integration with the courts and VisionAir. Good measures have been put in place for the payouts for the program. This has not been addressed in the FY2011 budget though it has been included in the County's model under long term capital projects and would be taken out of the reserve as budgeted.

The County Board votes on the financial budget for the County. During the past two years they postponed the capital projects so it would not hurt the reserve. Committee members questioned why \$1.5 million dollars are being budgeted for this year. If this moves forward as presented it would allow IT to create a requisition and purchase order binding these funds to this project. Committee members stated they would like to see a payout schedule so this committee can review updates on the expenditure of these funds.

Committee members question what happened to ISS? The Circuit Clerk responded that they help with the support for the Circuit Clerk's system. The department went live with their program in May of 2009 with Court Services following in February 2010. Ms. Keefe stated they are very happy with the system and it does help with the current small integration programs. This is a Custom built software program. There continues to be small "tweaks" necessary to the system. The department continues to spend \$250,000 per year for annual support of the program.

Committee members questioned why we are going from a custom built project to an off the shelf program. Mr. Sullivan stated that if a product is up and running elsewhere it may be more efficient to use a product that has already proven that it works. In the past there was not a lot of software to purchase.

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Committee members voiced concern over expending of General Funds. In the past the project was paid for from the Circuit Clerk's Automation Funds and Document Storage Funds in order to get this project up and running. There was only one bid received because of the requirements of the RFP. The RFP was very specific of the IT requests. Lake County has spent a couple million dollars for their integration project so it is expected that this County will spend a like amount.

Ms. Carlson, E911, stated that their department looked at this integration product from New Dawn Technologies a few years ago and she was very excited to see that this program was being considered.

By integrating the software it will save in data entry time, which will eliminate the need to add staff to run the program. They could end up with a sharing of funds from various agencies as this is just the start of the project.

Committee members voiced concern at the cost to create a paperless system. They stated this is a large amount of funds for integration. Committee members questioned what the savings of personnel costs would be, especially when you figure that the support costs would never go away. They stated they would need some clarifications of what the savings would be as a result of this project. Ms. Keefe stated that three positions have been eliminated as of today. Normally when a new judge comes on board, additional staff is required. Today, a new judge is scheduled to come on board and because of the new system no additional staff will be needed. It was noted that field based reporting saves time. The process provides immediate information from the police vehicle directly to the Circuit Clerk. This type of entry also reduces the opportunity for errors because of fewer entries by multiple personnel. This program also increases safety for the officers in the field as critical information can be obtained immediately.

Committee members requested a cost analysis, with more information to be brought back for review. They stated they would like to see how the integration process works based on what has already been completed and what the savings would be after the project as a whole has been completed. They requested that the analysis include any future integration costs as well. Mr. Dailling from Court Services stated that their department is reliant on receiving information about any court ordered probation. With the integration system, they are notified immediately of this requirement and the requirements of the probation for each individual. This information is processed in immediate time without having to wait for a data entry clerk to enter the information later on. The States Attorney is required to wait until the paper files have been updated before they can act on a case. In some instances this creates continuances in a case because not all of the information has been included in the file.

Chairman Provenzano removed this Resolution for consideration. He stated that this issue should be reviewed by either a special committee or this committee after a complete cost analysis of the project has been created for review.

Resolution Authorizing Entering into a PSIC Grant Agreement as Lead Agency for the City of DeKalb, a Member of the Prairie Shield Regional Alliance, and an Emergency Appropriation to the Sheriff's FY2011 Budget:

Committee members reviewed a Resolution Authorizing Entering into a PSIC Grant Agreement as Lead Agency for the City of DeKalb, a Member of the Prairie Shield Regional Alliance, and an Emergency Appropriation to the Sheriff's FY2011 Budget. Committee members were informed that the City of DeKalb received two additional invoices after this grant program was closed. The State agreed to grant one more award specific to payment of the two invoices. McHenry County was the lead agency for this multi-jurisdictional award so the grant was awarded to the County in order to get the invoices paid. Mr. Heisler made a motion, seconded by Mr. Nowak 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, Nowak, Provenzano)

Chairman Provenzano informed committee members the County has made a request seeking counsel of the Appellate Prosecutors Office to ask about the appropriateness of the bills received by the County on the Prosecution of the State's Attorney, especially in light of the charges being dismissed. He stated that he, Chairman Koehler and Mr. Austin are seeking these rights in light of the cases dismissal on behalf of the County Taxpayers.

OLD BUSINESS

None

REPORTS/UPDATES TO COMMITTEE

Fox Waterway Agency: Ms. Draffkorn reported that the Agency voted at their last meeting to decrease their budget for FY2011. Right now there is no funding included for payment of services to the Marine Units of Lake and McHenry Counties, unless additional funding is received from the State. Since there is no agreement with the Fox Waterway Agency, the Counties will have to be mindful of its responsibilities while also trying to find ways to reduce the costs. There is a \$35,000 revenue hole in the Sheriff's budget. There may be a reduction of service levels and a reduction to the manpower.

The Public Safety Fee bill has not been introduced and has been set aside. This is on the Legislative Committee's agenda for continued review. When and if this bill gets introduced, the committee members will be provided an update. Unfortunately this only affects Lake and McHenry Counties. In the future it could cost the users of the Fox River more to use the waterway as the majority of the users of the river are not Lake or McHenry County residents.

Mr. Donley suggested that the information on the Integrated Justice System be presented to the whole County Board since they are discussing such a large amount for funding. He stated he would like to see what has been spent for integration, to date, what is expected for future costs, what savings would be realized with the implantation of the program and once implemented, what ongoing costs will be seen for licensing or support fees. He stated that he believes most of the County Board members would be interested in hearing this information as well.

EXECUTIVE SESSION

None.

ADJOURNMENT

Noting no further business, Mr. Heisler made a motion, seconded by Mr. Jung, to adjourn the meeting at 9:05 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR BOARD ACTION:

- Re-appointment of William Yocius to the Fox River Grove Fire Protection District
- Re-appointment of Greg Danielson to the Crystal Lake Rural Fire Protection District
- Re-appointment of Robert J. Meyer and Alan G. Weaver to the McHenry Township Fire Protection District
- Resolution Authorizing the Transfer of Work Release Funds to the General Fund; Work Release Commissary Funds to the "Inmate Commissary Account" and an Emergency Appropriation to the Sheriff's Fiscal Year 2011 Budget
- Resolution Authorizing the Transfer of Interest from the Prairie Shield Grant Fund (#59) to the General Fund (#1) and an Emergency Appropriation to the Sheriff's Fiscal Year 2011 Budget
- Resolution authorizing an intergovernmental agreement between the McHenry County Sheriff's Office, the Village of Lake in the Hills and McHenry County to provide mutual aid
- Resolution Authorizing the Appointment of David Christensen to the Position of Director of the Emergency Management Agency
- Resolution Authorizing Entering into a PSIC Grant Agreement as Lead Agency for the City of DeKalb, a Member of the Prairie Shield Regional Alliance, and an Emergency Appropriation to the Sheriff's FY2011 Budget

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