



KANE COUNTY
JUDICIAL/PUBLIC SAFETY COMMITTEE
THURSDAY, JULY 16, 2015

County Board Room

Minutes

9:00 AM

Kane County Government Center, 719 S. Batavia Ave., Bldg. A, Geneva, IL 60134

1. Call to Order

Chairman Castro called the meeting to order at 9:06 AM.

Attendee Name	Title	Status	Arrived
Theresa Barreiro	Board Member	Present	
Mark Davoust	Board Member	Absent	
Kurt R. Kojzarek	Board Member	Present	
John Martin	Board Member	Present	
Brian Pollock	Board Member	Present	
Monica Silva	Vice-Chair	Late	9:10 AM
Cristina Castro	Chairman	Present	

Also present: Co. Bd. Chairman Lauzen; Co. Bd. staff Nagel; Operations Staff Exec. Biggs; Finance staff Waggoner, Carlstrom, Dobersztyn; Court Svcs. Dir. Aust & staff Smith; JJC Supt. Anselme & staff Sierra; Diagnostic Center Dir. Tsang; ITD staff Peters; Law Library Dir. Cox; Sheriff Kramer & staff Meeks; Chief Judge Brawka & staff Naughton; KaneComm Dir. Sauer & staff Chidester, Guthrie; Coroner Russell & staff; Circuit Clk. Hartwell; Public Defender Childress; State's Atty. McMahon; Merit Commission Chairman Wennmacher; and members of the press & public.

2. Approval of Minutes: June 11, 2015

RESULT:	APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER:	Brian Pollock, Board Member
SECONDER:	Kurt R. Kojzarek, Board Member
AYES:	Theresa Barreiro, Kurt R. Kojzarek, John Martin, Brian Pollock, Cristina Castro
ABSENT:	Mark Davoust, Monica Silva

3. Public Comment

None.

4. Monthly Financial Reports

Written financial reports were included in the agenda packet. FY16 budget summary reports were also provided to the committee for their review. Finance staff Waggoner reported that for FY15 the Coroner's Office is trending 3% higher than recommended in their overall budget and is anticipated to be approximately \$32,000 over budget overall in FY15. In addition, there are still some long-term budget concerns for the Sheriff's Office due to the forfeiture of the US Marshals revenue. (Silva arrives @ 9:10 a.m.) Waggoner responded to several questions. She confirmed that the Finance Department did not assist in preparing a budget adjustment resolution for the Coroner's Office that is on today's agenda.

5. Court Services

1. Resolution: Authorization of Juvenile Justice Council Grant FY16

This approves the receipt of the Juvenile Justice Council grant award (\$30,000) from the Juvenile Justice Commission.

RESULT:	MOVED FORWARD WITH VOICE VOTE [UNANIMOUS]	Next: 8/5/2015 9:00 AM
TO:	Executive Committee	
MOVER:	Theresa Barreiro, Board Member	
SECONDER:	Monica Silva, Vice-Chair	
AYES:	Theresa Barreiro, Kurt R. Kojzarek, John Martin, Brian Pollock, Monica Silva, Cristina Castro	
ABSENT:	Mark Davoust	

2. ***Resolution:*** Authorization Juvenile Accountability Block Grant FY16

This approves the receipt of the Juvenile Accountability Block Grant award in the amount of \$48,000 from the Illinois Criminal Justice Information Authority to support five community-based prevention programs.

RESULT:	MOVED FORWARD WITH VOICE VOTE [UNANIMOUS]	Next: 8/5/2015 9:00 AM
TO:	Executive Committee	
MOVER:	Brian Pollock, Board Member	
SECONDER:	Monica Silva, Vice-Chair	
AYES:	Theresa Barreiro, Kurt R. Kojzarek, John Martin, Brian Pollock, Monica Silva, Cristina Castro	
ABSENT:	Mark Davoust	

6. **Coroner**

1. ***Resolution:*** Adjustment to the FY2015 Kane County Coroner Budget

Chairman Castro requested, based on the fact the Finance Department had not assisted in the preparation of this resolution and some confusion on the numbers, that this item be tabled until next month to allow the Finance Department time to look at it more closely.

RESULT:	TABLED [UNANIMOUS]
TO:	Executive Committee
MOVER:	John Martin, Board Member
SECONDER:	Kurt R. Kojzarek, Board Member
AYES:	Theresa Barreiro, Kurt R. Kojzarek, John Martin, Brian Pollock, Monica Silva, Cristina Castro
ABSENT:	Mark Davoust

7. **FY16 Budget Presentations**

Referencing budget reports included in the agenda packet, the following offices made their initial 2016 budget presentations:

A. **Law Library (H. Cox)**

Law Library Dir. Cox reported that funds are dwindling. Referencing a chart, she noted that database and legal publication costs are increasing while civil filings continue to trend down, which is causing havoc in her budget. She anticipated coming back to the committee in the near future to ask for an increase in civil filing fees. Cox responded to several questions.

B. KaneComm (B. Sauer)

Referencing a PowerPoint presentation, KaneComm Dir. Sauer reviewed his budget (\$2,009,759), which represents a 4.45% increase over last year due to union salary increases, payroll accruals, and increased insurance and other benefit costs. Co. Bd. Chairman Lauzen questioned how much of that increase is paid for by subscribers. Staff Chidester noted that every year subscriber fees go up 5%. She estimated that the increase would be split between the county and subscribers. She also mentioned that it is possible that amount could go down as they have some vacant positions and healthcare benefits were budgeted on the high end.

C. Merit Commission (S. Wennmacher)

Merit Commission Chairman Wennmacher reported their budget is up slightly from last year due to an increase in hours for office staff. He noted they will need to test for Corrections in August, but they have money in their budget to cover those costs.

Chairman Castro questioned the inclusion of salary increases in this year's budgets. Finance staff Waggoner responded that non-union increases were included last year, and this year Office/Departments have been asked to include an increase of 2.5% for non-union personnel.

D. Circuit Clerk (T. Hartwell)

Referencing a PowerPoint presentation, Circuit Clerk Hartwell provided background information on his office, noting they currently have 116 employees and his office runs off five different funds. He reported that revenues are decreasing as case filings are trending down; however, they are not seeing a decrease in the number of filings going to court. As a result, their workload has not been reduced. He noted that over the years they have been able to save money and put some cash aside, but because filings are down they are drawing from that cash to make the budget and to decrease their requests for money from the General Fund. He felt they were doing their fair share of bearing the burden of the lower fees that are coming in. They are watching the balance of those funds closely. He reviewed his budget noting their annual revenue is almost \$9.4 million. They are submitting a budget request of \$7.9 million, which is \$9,000 less than last year. They have had salary increases of 3.5% and benefit increases as well. Hartwell pointed out there is a net excess to the county from their operation of \$1.4 million. Hartwell felt looking at fees was a necessity to see what could be done to fill revenue gaps.

Some discussion followed. Chairman Castro discussed the new Court Case Management System (CMS), which she thought would improve efficiencies and possibly result in a reduction of staff. Hartwell explained that they are set up for 125 positions, but are using only 116 as his staff is more efficient. They are not looking at reducing staff, but will be looking to find efficiencies and ways of doing things better by moving people into more productive positions. As a result of the implementation of the new CMS, there will definitely be some major changes in the way they do business. He noted that in some situations, CMS is more work. Hartwell believes that with all the reporting requirements, a better record saves everyone time. Information will be able to be delivered more quickly and efficiently, which will save time and money.

Co. Bd. Chairman Lauzen complimented Hartwell on his efforts saying the Circuit Clerk's Office has produced good results. Lauzen questioned how long records needed to be kept, as it was his understandings that some records dated back to Civil War days. Hartwell responded that they are required to keep paper records for a certain period of time. Because of changes in Illinois law, they can have electronic records. Everything brought in today is scanned in automatically, and the paper is there for a backup. After a period of time, when documents have been reviewed and microfilmed, they are then allowed to destroy the paper. The microfilm is then sent to the State achieves in Springfield.

E. Public Defender (K. Childress)

Public Defender Childress reviewed the budget for her office which showed a net increase of 2.56% (\$86,663). The budget includes union increases of 3.7%, non-union increases of 2.5%, and healthcare increases. In addition, she is requesting an increases for office supplies, computer related supplies, and books/subscriptions. She discussed revenues, noting she was looking at getting reimbursement from other state departments for some of their work and have budgeted revenues of \$5,000 for next year. They have already submitted their first request for reimbursement, which came to \$6,413. Chief Judge Brawka complimented Childress on her diligence in exhausting all avenues for reimbursement.

F. State's Attorney (J. McMahon)

State's Attorney McMahon provided a brief overview of office operations. He noted that because of pressure at the federal and state level, grant proceeds have gone down. They receive grant funds from the state for child support; last year they collected in excess of \$26 million. Their drug prosecution program receives grant funds as well. McMahon reported that the increase in his budget this year reflects a 2.5% increase for non-union salaries and the addition of three support staff and two new Asst. State's Attorneys to support the new Court Case Management System, as well as one bilingual investigator. He discussed his reasoning for needing to hire additional staff. Chairman Castro commented that implementation of new technology should reduce overhead, so everyone needs to keep that in mind when talking about adding new positions. Chief Judge Brawka was supportive of McMahon's request for additional personnel noting that he needs to fulfill his statutory requirements. McMahon responded to several questions. Lauzen was grateful for the cooperation exemplified by the justice partners. Concerning CMS, Lauzen said they will need to determine where the potential efficiencies are and when they will be realized. He thought that initially more help may be required when implementing a new system, but at some point things will become more streamlined and opportunities for savings will be identified. McMahon was optimistic that there would be savings down the road.

G. Judiciary & Courts (Chief Judge Brawka/D. Naughton)

Judiciary staff O'Brien and Naughton reviewed their budget, explaining various budget increases and identifying which line items were mandated. The Judiciary has three special funds - revenues are down, but expenses are in line, so there is no concern with any of those funds. Their overall General Fund budget will increase 29.33% primarily due to an increase in juror fees, per diems, contractual consulting expenses, psychological/psychiatric services, etc. This budget increase is primarily related to mandated line items. Naughton noted there is legislation out there that could reduce juror fees, and if that should occur they will adjust their budget accordingly. They have also included expenses related to a proposed interpreter bill that can be removed if the bill doesn't pass. Chairman Castro felt it was wise to prepare for the worst case scenario. Chief Judge Brawka suggested a specially appointed committee be formed to review court costs/fees to determine where increases might be appropriate. Lauzen suggested that any action taken be prompt as expenses are already going up. Legislative Committee Chair Pollock provided an update on related legislation. He hoped the governor would sign the Court Security Fee bill by the end of the August and that the juror fee bill would get back on track. He did not know if the governor would sign the interpreter bill.

H. Judicial Technology Sales Tax (R. Fahnestock)

ITD Exec. Dir. Fahnestock said the budget had been reviewed and approved by the Commission. He explained that revenue from the sales tax for the Regional Transit Authority contributes to the fund that pays for the CMS project. They are now in the second year of the five year project. Revenues are up slightly (5%) over 2015. Approximately \$2 million is funded by cash on hand. In 2015 they are expecting a few items will not be completed according to the payment schedule and are being pushed into 2016. Fahnestock reported that Contractual/Consulting expenses show a significant reduction (\$280,000), which will be carried over from the 2015 budget. But, while it's a reduction in the annual budget, it's really just a continuation of the project. Software/license costs and maintenance

(\$455,000) are new expenses. Fahnestock said there would be a reduction in employee training, so money was shifted into conferences. They are carrying over \$200,000 for computer technology enhancements in the courts. Lastly, he reported that capital payment for the computer software is \$1.48 million, which is the final payment for the software licensing and services with Tyler Technology. The overall budget for 2015 was \$5.1 million, and the overall 2016 budget will be just under \$3 million. Fahnestock said they are looking at revenues and expenses as being on target with projections. There have been no significant changes in the project that were outside of the scope/costs.

I. Court Services Administration, Juvenile Justice Center, Juvenile Custody (L. Aust)

Court Svcs. Dir. Aust provided highlights from the detailed report. She noted that all but three of their programs are mandated, the largest of which is their electronic home monitoring program. She pointed out that she had been too conservative on her revenue projections. The JJC currently has IGA's with five counties to hold their children and those contracts up for review this year. At this time they are estimating that revenue for that line item will increase 10-20%. She will talk with Finance to make sure that change is made, increasing revenue by \$100,000. Aust said they have not increased headcount; they have just shifted people internally. The bottom line for overall salary increases (3.7%) comes from union mandates as required by the contracts. She explained that since they have so much turnover, the budget looks inflated because she has to assume worse case scenarios on healthcare, etc. There is usually a small savings when a new person starts at a lower salary than the person leaving. In order to avoid large fluctuations in projected versus actual, they will add three positions at 60% like they did last year. Aust said she is seeking other funding for a PREA Coordinator position, so that position is not included in the budget. The Diagnostic Center has three vacancies that need to be filled, and they are including worst case scenarios for healthcare costs for those positions. Aust said there are three people in the department funded by state grants. With the state budget in flux, they have given notice to the union that those people are in danger of being laid off. With the Chief Judge's permission they have been able to rearrange some money internally to float them through the end of the month. They are waiting to see if the state will continue to fund those DOC diversionary programs. They have been putting a big emphasis on revenue, which has increased by 12-14%. A huge piece of that is grants. Last year they brought in \$1.4 million in grants and are waiting for the state to finalize another \$600,000. The 2015 budget has not yet been adjusted for another \$400,000 that is pending for a pretrial program but hoped to be able to present on that next month. This would allow them to increase headcount to expand the pretrial program. The first draft of a report on how to reorganize the criminal system in the state has just been released. The Governor's goal is to reduce DOC population by 25% over a number of years. Aust said they were explicit in this report that it is their intention to turn those people back to community corrections – essentially for probation/parole. She is working on an Executive Summary of that report and will forward that information on to the committee. Chief Judge Brawka talked about expanding the pretrial program which she hoped would benefit the Sheriff by reducing the jail population. They can't, however, guarantee that will happen until they can be sure the money will come from the state. They are hoping the pretrial program will provide better mental health screenings and services for the mentally ill, diverting them from the jail. Aust anticipated the net increase for that General Fund account to be zero.

Aust provided highlights from the probation fee budget (Special Revenues), noting these are revenues that do not go into the General Fund. They are mandated through court fees or other activities, and have dedicated services they are supposed to support through the statutes. Revenue is somewhat flat. The biggest increase comes from cash-on-hand. They are spending down their current balance and using that money to support their juvenile drug court. Other large expenses include \$200,000 for psychological/contractual services, and continuing with their CMS project which is paid for out of probation fees. They estimate that \$400,000 for juvenile board and care which will come out of probation fees, although per statute it should could out of the General Fund. Probation pays for its own security in the outer offices.

Chairman Lauzen said he appreciated Aust proposing revenue or reimbursement solutions to account for increases in expenses. (Silva leaves @ 10:30 a.m.) Castro was interested in knowing who was impacted by the state's budget stalemate, and asked the Finance Department to keep an eye on that. McMahon commented that it was impacting them in child support as that unit is a direct reimbursement from the state.

J. Sheriff/Adult Corrections (D. Kramer)

Sheriff Kramer said that while some of line items look to have huge percentage increases, that was actually based on the fact that some line items were reduced in the 2015 budget because of the loss of \$2.5 million of US Marshals revenue. Kramer said they were taking those line items and restoring them to 2014 level. In looking at their overall budget, Kramer said the largest increase is in personnel.

Kramer reminded the committee that the number of Public Safety officers was reduced in years past from 90 to 85, and asked that five positions be restored back to their previously authorized level. He provided justification for the positions, noting additional personnel is needed in warrants, the special operations unit (drug/gang activity), and in a specialized traffic unit. He said that at a bare minimum he wants to fill three of those positions this year. Kramer elaborated on the need for additional personnel in Public Safety. He reported that revenue is down about \$561,000 due to evictions and foreclosures being down. Kramer said he was also requesting five additional Corrections officers, noting that a cell block was closed last year due to a shortage of staff. If this request is not granted, they would not be able to open up that cell block. Kramer said that this point numbers are down, and if the courts continue to work on pretrial diversion programs, they won't need that tenth cell block. He thought some of the costs in Corrections could possibly be trimmed as they would use less food and medical services.

Some discussion followed. Given the elimination of the US Marshals program, Chairman Castro questioned why \$225,000 was being budgeted for Adult Board & Care. Kramer said that number would need to be adjusted, but there would still be a need to house a few inmates outside of the county. He confirmed Corrections has 122 employees, and that when they closed the cell back capacity was reduced by 64 inmates. Kramer said he was requesting additional staff to eventually reopen that cell block. He confirmed the current number of inmates is approximately 500, which is down over 100 on a daily average. Martin felt the Sheriff was a long way away from a budget, and that shifting people around would not close the budget gap. Kramer said again that part of this was the result of his 2015 budget being reduced significantly. Barriero questioned the Sheriff's rationale, wondering how he expected the Board to approve this budget. Kramer said he'd be happy to meet with Castro to discuss where cuts could be made. He said it was projected that they would top out again and exceed 600 inmates, which would result in the need for additional personnel. Castro commented on the need to look at this historically, pointing out that previous sheriffs have done without. She felt the Sheriff would need to find a balance and needs to understand that he may not get additional personnel. She encouraged him to work closely with Finance to fine tune these numbers. Kojzarek pointed out these were initial budgets and more of a wish list. He thought it was up to the Board to help the offices scale things back.

K. Coroner (R. Russell)

Coroner's Office staff said due to the budget adjustment resolution being tabled earlier, the Coroner's budget presentation needs to be amended and deferred to next month.

8. Executive Session (*IF NEEDED*)

None

9. Adjournment

RESULT:	ADJOURNED BY VOICE VOTE [UNANIMOUS]
MOVER:	Kurt R. Kojzarek, Board Member
SECONDER:	John Martin, Board Member
AYES:	Theresa Barreiro, Kurt R. Kojzarek, John Martin, Brian Pollock, Cristina Castro
ABSENT:	Monica Silva, Mark Davoust

This meeting was adjourned at 11:05 a.m.

Ellyn McGrath
Recording Secretary