

Minutes of the Justice Committee Meeting

The Justice Committee of the McLean County Board met on Monday, February 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: Vice Chairman Pokorney, Members Emmett, Kinzinger, Johnson

Members Absent: Chairman Sommer, Member Renner

Staff Present: Mr. John Zeunik, County Administrator; Mr. Terry Lindberg, Assistant County Administrator; Mr. Brian Hug, Civil Assistant State's Attorney; Ms. Martha B. Ross, County Administrator's Assistant, County Administrator's Office

Department Heads/ Elected Officials

Present: Sheriff Dave Owens, McLean County Sheriff's Department; Mr. Derick Love, McLean County Sheriff's Department; Ms. Amy Davis, Public Defender's Office; Ms. Roxanne Castleman, Director, Court Services; Ms. Beth Carlson, McLean County Coroner, Coroner's Office; Ms. Billie Larkin, Director, Children's Advocacy Center; Ms. Joan Naour, Director, Correctional Health Services; Ms. Jane Engblom, Jury Coordinator, Jury Commission; Mr. Charles Reynard, State's Attorney; Mr. Craig Nelson, Director, Information Services

Others Present: Mr. Todd Thompson, Project Manager, TRW

Vice Chairman Pokorney, called the meeting to order at 5:15 p.m. Hearing no objections, the minutes of the January 8, 2001 meeting were approved and placed on file as presented.

Ms. Sandra Parker, Circuit Clerk, presented her monthly Statistical Reports.

Mr. Kinzinger asked whether there were any items that were out of the ordinary.

Ms. Parker responded that there were no items out of the ordinary. She stated that she would provide a summary of the activity in the Circuit Clerk's Office for the Year 2000, so that the Committee would have an overview of the year's statistics.

Ms. Amy Davis, Public Defender, presented a Request for Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2001 Combined Annual Appropriation and Budget Ordinance for the Violent Crime Defense Grant Fund. She stated that approval of this ordinance is required in order to transfer surplus funds from the unencumbered fund balance of the Violent Crime Defense Grant Fund to two budget line items of the Fund: Contract Services for one contract attorney position and Purchase of Computer Equipment.

Equipment to purchase a new computer for one of the screeners who screens cases for the Public Defender's Office.

Vice Chairman Pokorney asked whether the funds were all grant monies. Ms. Davis responded that the funds are all grant-related in that they are fees collected by the Public Defender's Office as a result of the grant.

Motion by Kinzinger/Johnson to approve the Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2001 Combined Annual Appropriation and Budget Ordinance, Public Defender's Office Violent Crime Defense Grant Fund 0149. Motion carried.

Ms. Davis stated that the monthly statistics, which reflect case load assignments for the attorneys in the Public Defender's Office, do not usually include the cases assigned to the Public Defender herself. She noted that the current report for the month ending December 31, 2000 also includes the case statistics for the Public Defender for that year. Ms. Davis stated that she personally handled 63 cases during the year 2000.

Ms. Roxanne Castleman, Director, Court Services, and Mr. Brian Hug, Civil Assistant State's Attorney, presented the Recommendation for the Disposition of Funds from the Barbara Bauer Restitution Fund. Chairman Pokorney asked whether this agenda item had been reconsidered as an information item only, rather than an action item. Mr. Hug responded that in an effort to allow for more time to identify additional victims entitled to restitution, staff is recommending that action on this item be deferred. The Committee voiced no opposition to the granting of additional time to identify victims entitled to restitution payments.

Mr. Kinzinger stated that he recently rode along with one of the Intensive Probation officers, and toured Juvenile Detention Center Facility. He noted that the staff is excellent and the Center is well-administered.

Ms. Billie Larkin, Director, Children's Advocacy Center, stated that 279 children were served by the Children's Advocacy Center during the year 2000. She stated that this number is high in comparison to previous years.

Ms. Larkin noted that there were a large number of Court Appointed Special Advocates (CASAs) appointed during the month of January, but the numbers are decreasing. She stated that there will be an instructional class for new CASAs in April 2001, which will swell the ranks of the available CASAs in the near future.

Ms. Larkin presented a report regarding the proposed move by the Children's Advocacy Center from its present location in the McBarnes Building, to the fifth floor of the 200

West Front Street Building. She noted that the move would provide the Advocacy Center with additional space that is needed.

Ms. Larkin explained that the Advocacy Center will take on an additional contract with the Department of Children and Family Services (DCFS) for physical abuse cases. She noted that this additional contract would increase the caseload to between 180 and 200 cases to start, and may increase substantially in the future. In their present location, the Advocacy Center has only one (1) interview room, which compromises confidentiality during the interview process. She remarked that additional CASAs will also be needed for the increased population that the Center will serve as a result of the new DCFS contract.

Mr. Kinzinger asked what other offices are currently located on the fifth floor of the 200 West Front Street Building. Ms. Larkin responded that the fifth floor of the building accommodates a law office, Extended Day detention facilities, and a telephone switch/computer hub for a private company. She noted that the new facilities would give the Advocacy Center additional confidential space and office space to accommodate staff. There would also be additional room for training.

Mr. Kinzinger asked what the Property Committee's stance was on the issue of moving the Children's Advocacy Center to new and larger facilities. Ms. Larkin responded that the Property Committee voted unanimously to recommend the move to the full County Board.

Mr. Emmett asked how much additional square footage would be gained by the move. Ms. Larkin responded that the current square footage is approximately 3,000 square feet. The new facility would provide approximately 8,000 square feet.

Ms. Larkin informed the Committee regarding an upcoming fundraiser to benefit the McLean County Child Protection Network through the Children's Advocacy Center and CASA programs. The event is an evening of dinner and entertainment, by reservation only, at Biaggi's Restaurant in Bloomington, Illinois. Local celebrities will volunteer to serve as waiters in exchange for tips which will then be donated to the Child Protection Network.

Ms. Joan Naour, Director, Correctional Health Services, presented her the Fourth Quarter Report of Fiscal Year 2000, and the Fiscal Year 2000 Year End Report for the Correctional Health Services Department. She stated that the numbers have not varied much within the past year. The census for the detention facility has remained relatively

constant. However, Ms. Naour noted that there has been a 33% decrease in hospital referrals to the emergency room, as outpatients, and as inpatients. Ms. Naour stated that during Fiscal Year 2000, there were seven (7) inpatient hospitalizations.

The dental referrals have increased slightly as a result of two (2) inmates suffering fractured jaws – one prior to incarceration and one during incarceration.

Ms. Beth Carlson, County Coroner, presented highlights of her office's Year End Report. She stated that items of note included: 1) the case load for the year 2000 was 764 cases, which is the lowest caseload in the past four years; and, 2) there are currently eight (8) cases pending, which, upon conclusion, will effect final numbers in the 2000 Year End Report. She noted that each of these two (2) circumstances were somewhat unique for the Coroner's Office.

Ms. Carlson noted that of the 15 motor vehicle fatalities, seven were largely attributable to lack of seatbelt use. She compared the suicide statistics to those of the year 1999, and noted that the overall number was reduced to six in the year 2000. Ms. Carlson remarked that in the year 2000, there were no adolescent suicides. She stated that in the year 2000, there were only three infant deaths, which was a significant decrease from the previous year.

Ms. Carlson noted that out-of-county autopsies increased dramatically. She remarked that both Vermilion County and Logan County are utilizing the McLean County facilities on a regular basis. She explained that this is significant, because the autopsy facilities available in Champaign County are being bypassed in order to utilize the facilities in McLean County.

Ms. Carlson stated that three employees in her office attended the training class sponsored by the Norfolk and Southern Railroad Police Department. The class addressed issues surrounding train crashes. She noted that there was a high degree of interest within her department in attending this particular class. Therefore, she hopes to be able to accommodate all interested employees.

Mr. Kinzinger asked what issues are stressed during the Coroner's Office educational presentations. Ms. Carlson explained that the issues stressed are dependent upon the interests and objectives of the groups attending the presentations. She tries to tailor her presentations to the special interests of each group.

Mr. Jim Wahls, Director, Emergency Services and Disaster Agency (ESDA), stated that on January 17, 2001, the head of the Federal Emergency Management Agency (FEMA) declared portions of Illinois as Federal disaster areas. The declaration came as a result of

winter storms that produced record snowfalls. Federal disaster funds have been made available for Illinois to supplement emergency response efforts.

Mr. Wahls noted that under the emergency declaration, FEMA will provide reimbursement for 75% of the total eligible costs of equipment, contracts, and personnel overtime incurred during a 48-hour period, as a result of local emergency service agencies dealing with the heavy snowfalls.

McLean County ESDA was asked by the Illinois Emergency Management Agency (IEMA) to host a dual county meeting with DeWitt County, in order to inform and assist the many entities that may require reimbursement. On January 25, 2001, over 40 different entities from McLean County and approximately 30 entities from DeWitt County attended this informational meeting. He noted that three (3) entities in McLean County have not yet returned their FEMA applications.

Mr. Wahls noted that the time period from which to obtain relief was from December 10th – December 31st. Entities applying for relief must select a 48-hour time period during that 21-day time span for which they will receive reimbursement. The reimbursement may be for costs associated with equipment maintenance and repairs, personnel overtime, and depleted protective measures (i.e. sand, salt). FEMA will then reimburse the localities for 75% of the costs incurred during their selected 48-hour period. Mr. Wahls explained that each entity applying for reimbursement must have a minimum of \$1,000.00 aggregate in bills to submit.

FEMA requested space from McLean County to set up a field office in order to assist area groups in filling out the federal applications for assistance. There will also be some space available at the County Highway facility. Mr. Wahls noted that there are currently eight FEMA employees and one secretary working in the basement of the Law and Justice Center. The FEMA employees requested the use of telephone lines, a fax machine and a copier. Mr. Wahls noted that there are 14 telephone lines available in the Emergency Operation Center, with only five being utilized by FEMA. Therefore, nine telephone lines remain open and available in the event that McLean County suffered a disaster and required the use of telephones in the Center. FEMA has agreed to pay the operating costs for the telephone lines, fax machine and copier.

Magnetic cards have been issued to the FEMA employees so that they can access the Law and Justice Center Building on a flexible schedule. The issuing of magnetic cards is coordinated with the Sheriff's Department and the Facilities Management Department. A key was issued to the room where the FEMA employees are working, so that they may secure their equipment, records and other documents.

Mr. Wahls stated that, at the present time, the FEMA employees have been following a regular schedule, arriving at 7:30 a.m. and departing at 6:00 p.m., five days per week. One Saturday work day has been scheduled as well. He remarked that, to date, the association between the FEMA employees and McLean County has been productive and efficient.

Mr. Wahls stated that Mr. Jack Mitchell, County Engineer, utilizes the Illinois Department of Transportation's rates for equipment usage. Those rates are generally stated on an hourly basis. Mr. Mitchell made these rates available to all entities submitting applications for reimbursement so that applications would be uniform.

Vice Chairman Pokorney asked whether the 48-hour period selected for reimbursement must be a continuous 48-hour period. Mr. Wahls responded that the 48-hour time frame must be continuous, but that the 48-hours may fall anytime within December 10th and December 31st.

Vice Chairman Pokorney asked whether the same number of applicants for reimbursement were anticipated this year as in 1999. Mr. Wahls responded that 52 applicants were recorded in 1999, and the time period for reimbursement was approximately 3-4 continuous days. In year 2000, the time period was reduced to two days (48 hours). Mr. Wahls stated that many of the larger agencies, such as the Highway Department and Public Works Departments for the City of Bloomington and Town of Normal, benefited substantially from reimbursement they received during the winter of 1999.

Ms. Jane Engblom, Jury Coordinator, Jury Commission, presented the Resolution of the County Board Amending the Resolution Setting the Jurors' Mileage Reimbursement. She stated that the increase in juror mileage reimbursement was included and approved during the budget review process for Fiscal Year 2001. However, it was not presented until now.

Mr. Engblom stated that the current rate of mileage reimbursement for jurors is 15 cents per mile. The proposed increase would make the rate 32.5 per mile. She noted that the rate of mileage reimbursement has been a source of complaints by jurors for quite some time.

Mr. Kinzinger asked why the issue of adequate reimbursement has taken so long to be addressed. Ms. Engblom explained that mileage reimbursement has always been considered a token payment. She noted that her department's new software utilizes the U.S. Post Office's geographic database to determine mileage, which is much more accurate than previous methods. This is an added benefit to the Jury Commission in that accurate mileage figures can then be reimbursed accurately.

Motion by Emmett/Johnson to Approve the Resolution Setting the Jurors' Mileage Reimbursement. Motion carried.

Ms. Engblom presented her annual report for the year 2000. She stated that expenses for juror mileage and service reimbursement are down. In the past five years, those expenses have been reduced by \$64,318.85. Ms. Engblom attributed the reduction in expenses to a more efficient software program that her office uses to keep official records. She stated that, when such statistics were first being reported, jurors were released without being called for interviews 69% of the time. Presently, the percentage of uncalled jurors is under 40% and has been as low as 29%. She noted that the new call-in system for jurors has had a significant impact in making her office more flexible and efficient.

Sheriff David Owens, County Sheriff, presented the Request for Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2000 Combined Annual Appropriation and Budget Ordinance for the Court Security Fund. He stated that this request is an annual one, as the Court Security Fund does not generate enough revenue on its own to cover its costs. The shortfall this year is \$71,562.86. He asked the Committee to consider appropriating that amount so that the Court Security Fund will end the Fiscal Year as a balanced fund.

Mr. Kinzinger asked what is the source of the revenue for the Court Security Fund. Sheriff Owens responded that the revenue is generated by the assessment of a Court Security Fee for criminal cases filed in McLean County. In the past, the fee was also assessed on Traffic cases filed in McLean County as well. However, there was a change in Illinois State law that restricts the assessment of Court Security Fees Traffic cases that are handled in the Court. Therefore, the fund suffers a shortfall each year, which is then supplemented by the General Fund. The Sheriff stated that the bulk of the funds in the Court Security Fund are utilized for salaries of the seven (7) deputies assigned to Court Security.

Mr. Zeunik explained that prior to the change in Illinois State law, every guilty plea entered could have a Court Security fee assessed upon it. This was the case for every plea, including those that were accepted over the counter in the Circuit Clerk's Office, rather than adjudicated by the Court. The funds generated through this process allowed the Court Security Fund to operate in the black each year.

Mr. Zeunik stated that a change in the State law now allows the Court Security fee to only be assessed in those Traffic cases where the individual actually appears before a judge. If the individual merely pays the fine over the counter, there is no Court Security fee assessed. This situation has resulted in a drop in revenue for the Court Security Fund.

One deputy assigned to Security is fully funded through the General Fund. This is a result of the need for a high level of security on the Court flows, but without the underlying funding to support that security position from the Court Security Fund alone.

Mr. Zeunik stated that the Court Security Fund was established as a Special Revenue Fund because it was projected that it would pay for itself and would, indeed, generate more revenue than the cost of the program. Surplus revenues collected above the cost to run the program were utilized to purchase the security screening equipment in the lobby of the Law and Justice Center. However, there is no longer a surplus in the fund.

Mr. Zeunik explained that in order to avoid an annual request for an Emergency Appropriation for the Court Security Fund, the Committee may consider recognizing the Court Security Fund as a separate program within the Sheriff's Department. The Court Security Program would be folded into the General Fund.

Mr. Kinzinger asked whether the Court Security Fee could be increased to cover the shortfall. Sheriff Owens stated that the fee was currently at its maximum allowable level. Mr. Zeunik explained that the rate of the fee has been negotiated with the Circuit Court over a period of years. As additional courtrooms were added, the need for security increased. Therefore, security fees were raised to the maximum statutory levels. He stated that the only way now to generate more fee revenue would be to enlist legislative support to raise the maximum allowable fee level, so that more could be assessed.

Sheriff Owens stated that future discussions are planned between the Sheriff's Office, the Chief Judge of the Circuit Court, and the County Administrator's Office to explore raising the current maximum Court Security Fee. If accomplished, the need for future emergency appropriations could be eliminated.

Motion by Emmett/Johnson to approve the Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2000 Combined Annual Appropriation and Budget Ordinance, Court Security Fund 0141, Sheriff's Department 0029, and the County General Fund 0001.
Motion carried.

Sheriff Owens presented the McLean County Sheriff's Office Annual Report for the year 2000. He noted that during the year 2000, there was a 10% reduction in traffic accidents involving injuries. Fatalities did not increase, alcohol-related fatalities did not increase, DUI arrests increased 3-4% and overall and crime increased 1% in McLean County.

He noted that most of the indexed crimes, which are characterized as violent crimes, declined during 2000.

Sheriff Owens stated that the population of the McLean County Jail remained nearly constant throughout the year. The number of bookings increased. He stated that some detainees are still currently housed outside of McLean County, while none were housed outside the County at this time last year.

Vice Chairman Pokorney asked for clarification on indexed crime statistics. Sheriff Owens responded that examples of indexed crimes are murder, manslaughter, forcible rape, aggravated assault, larceny, burglary, theft, motor vehicle theft and arson. They are the crimes that are reported nationwide. Sheriff Owens stated that overall crimes in McLean County, including misdemeanors, increased only 1%. However, indexed crime decreased.

Mr. Kinzinger asked why there was such a large increase in the jail population between the years 1998 and 1999. Sheriff Owens responded that there is no discernable reason for the increase in the jail population.

Vice Chairman Pokorney stated that the incidences for battery are down, as well as incidences of assault. Sheriff Owens remarked that domestic violence cases declined by 55 cases in the year 2000. He noted that there are two (2) deputies assigned to investigate domestic violence incidents, who are currently funded by a grant.

Vice Chairman Pokorney asked what distinguishes domestic violence and domestic battery. Sheriff Owens explained that domestic battery is the actual physical assault, while a domestic violence incident could include violence, intimidation, or threats. He noted that the number of domestic violence incidents have decreased, and that is a positive turn of events.

Sheriff Owens stated that overall, there were no fatalities during the past year, and the number of traffic tickets written declined as well. Additionally, there have been no alcohol-related deaths in the County for the past two years. He noted that such occurrences may be attributed to an increase in DUI arrests, as a result of funding from IDOT for enforcement in DUI arrests, seat belt usage and speeding. Operation Cool is a program of incentives for teenagers, encouraging the use of seat belts among teens.

Mr. Kinzinger asked what kind of response has been received to date for the Adopt-a-Town program.

Sheriff Owens stated that the response at this time has been favorable. This is a prevention program aimed at the smaller communities throughout the County.

Mr. Charles Reynard, State's Attorney, presented his Request for Approval of a Professional Services Contract Between McLean County and Teresa Phillips, Attorney at Law. He stated that the County Board had previously approved the hiring of an attorney above the maximum starting pay range. Unfortunately, the attorney who was hired will not be able to begin his duties until mid-March, 2001. Therefore, Mr. Reynard recommended engaging the services of Ms. Teresa Phillips, Attorney at Law, for a brief period of time in the interim. The full-time salary line item funds would be utilized; and the contract would not require an infusion of new money.

Mr. Reynard stated that the overlap between the two positions will be approximately one (1) week. One attorney will provide training for the other.

Motion by Emmett/Kinzinger to approve the Professional Services Contract Between McLean County and Teresa Phillips, Attorney at Law. Motion carried.

Mr. Reynard presented an additional Contract that is for legal services on a part-time basis. He stated that an agreement with the attorney has been reached and it is hoped that the attorney will begin his duties on February 15, 2001. Therefore, the term and compensation delineated in the contract is for 10.5 months. The part-time attorney will serve in the traffic court area, to assist with the increasing caseload.

Vice Chairman Pokorney asked whether the contract is funded by monies from the Asset Forfeiture Fund. Mr. Reynard responded that the attorney position and a clerk position are funded indirectly through the Asset Forfeiture Fund.

Mr. Zeunik stated that \$80,000.00 was proposed and budgeted for the two positions. Mr. Reynard remarked that the anticipated expense for the two positions was \$60,000.00, but the fund transfer was approved in the amount of \$80,000.00.

Vice Chairman Pokorney noted that there is a scrivener's error on the second page of the contract. The date given is December 31, 1993. Mr. Reynard responded that he will amend that date to reflect the correct date on the final copy of the contract.

Motion by Kinzinger/Johnson to approve the Contract between McLean County and the part-time attorney to serve in Traffic Court. Motion carried.

Mr. Reynard stated that the monthly statistics for the State's Attorney's Office indicate that cases filed in the criminal areas are reduced dramatically. He noted that the prolonged and severe cold during the current winter season may be somewhat responsible for the decline in cases.

Member Emmett congratulated Mr. Reynard on the verdict in a recent case prosecuted by Mr. Reynard.

Mr. Craig Nelson, Director, Information Systems, and Mr. Todd Thompson, Project Manager for TRW, were introduced by Vice Chairman Pokorney. Vice Chairman Pokorney asked Mr. Zeunik to present an overview of the Integrated Justice Information System (IJIS) project to date.

Mr. Zeunik stated that the Integrated Justice Information System (IJIS) began in the summer of 1996, when the first contract was awarded to BDM Technologies, Denver, Colorado. BDM Technologies was subsequently acquired by TRW. The master contract was negotiated by the McLean County State's Attorney's Office and a "Pro Bono" attorney from State Farm. The basic format of the contract mirrored that of State Farm's consulting contracts and software licensing contracts. The idea was that the Master Consulting Contract contained all of the continuing provisions of the engagement between the County and TRW. As the project moves forward, individual work orders are brought to the Justice Committee and then to the County Board. The Work Orders are for specific phases of the project.

Mr. Zeunik noted that, until now, there has been one Work Order per fiscal year. This began with the law enforcement piece in 1996, which covered the development of the police incident crime report, the jail booking system, and the records management system in the Sheriff's Department. That was subsequently expanded to include the City of Bloomington, the Town of Normal, the City of Chenoa, LeRoy and Danvers. They all now use the same police incident report.

Mr. Zeunik explained that the objective of the system is to capture information once at the source, and then to share that information as it moves through the criminal justice system. The first work order focused on law enforcement, the second work order focused on case initiation, case history, the filing of charges and later, case management in the Circuit Clerk's Office and the Circuit Court, fees, fines, cash management, warrants, and the like.

Mr. Zeunik remarked that when the project began in 1996, the County offices and departments which were involved with IJIS projected that there would be five separate phases to the project. It was hoped that the project would be finished in the year 2001. However, it now appears that it will be difficult to finish within that time frame.

Mr. Zeunik stated that it is hoped that the majority of the criminal work will be accomplished this year. However, civil law and other facets of the criminal module have yet to be addressed. Therefore, the year 2002 is now the projected finish date.

The IJIS System is an integrated system, which means that there is a multi-relational data base allowing the information to be entered once at the source. The goal has always been to have all offices involved work together and examine ways to streamline data entry and re-engineer business processes, when warranted. The last work order dealt with criminal case management in the Circuit Court and the Circuit Clerk's Office, as well as cash management in the Circuit Clerk's Office.

Mr. Zeunik stated that the success of the IJIS project is attributed to the individual department heads and elected officials. Their mutual cooperation and commitment of resources has made the project successful. Mr. Zeunik remarked that, for the March meeting of the Justice Committee, it is hoped that the system can be demonstrated for the Committee members so that they may gain a better understanding of the how the system functions.

Mr. Reynard stated that it is impressive to reflect back to 1993 and 1994 when the project was in its infancy, and note how far it has progressed to date. He noted that the County's IJIS system is the only system in Illinois with this level of integration. The information is initiated at the police reporting stage, progresses through the State's Attorney, to the Circuit Clerk and the Circuit Court. He noted that there is now, and will continue to be, a significant savings of manpower in the inputting of large amounts of information. Even though the system is incomplete and still in transition, it is a model for other counties, who are observing the McLean County system.

Vice Chairman Pokorney noted that McLean County has received a good deal of publicity with regard to the innovative nature of the IJIS system and the fact that the McLean County system is a pioneer in the area of integrated information systems of this type.

Mr. Zeunik explained that three work orders are currently under consideration, whereas in the past, only one would be considered at a time. These work orders will allow the tracking of the actual work described in the work order, and the billing will now be related to each work order.

Mr. Craig Nelson, Director of Information systems, stated that there has been some recognition for the McLean County IJIS System in government journals recently. The County is applying for grants based upon its pioneering status, and it is hoped that many of those grants will be awarded.

Mr. Nelson presented TRW Work Order #6 which is for a System Change Requests. This consists of three levels of "fixes" that need to be made. In the interest of clarification, the "fixes" are classified as either a flaw in the software, an enhancement to

what was originally intended, or an omission in the software. There are hundreds of screens and reports in the program. Therefore, there is potential for many changes and refinements to be made. Work Order #6 deals with a hierarchy of needs for the Sheriff's Department, State's Attorney, and Circuit Clerk.

Mr. Nelson explained that there are two groups that help to govern the process of addressing the issues delineated in the Work Orders. The first group is the line level workers who comprise the IJIS work group. There is a representative from each of the offices previously listed. These individuals work with Information Services and TRW on a regular basis to detect discrepancies and problems within the system that must be addressed. The Oversight Committee or IJIS Board is comprised of the Department Heads, who then must reach a consensus regarding any discrepancies and issues that are not resolved at the line level.

Mr. Nelson stated that Work Order #7 addresses the Identix, or Livescan program, which is a digital fingerprinting process. This program is already in use and digital fingerprints are currently being submitted to the State of Illinois Bureau of Identification in Joliet. Work Order #7 presents additional requirements to be met by the McLean County Jail, pursuant to a State mandate. He noted that a grant was received in year 2000 to obtain a Livescan machine. The proposed changes in this Work Order must be made in order to use the machine and subsequently comply with the State requirements.

Mr. Kinzinger asked whether the use of the Livescan unit will totally replace the use of fingerprint cards. Mr. Nelson responded that in the near future, the fingerprint cards will no longer be accepted by the State of Illinois.

Vice Chairman Pokorney asked whether this is an area where receipt of a grant might be anticipated. Mr. Nelson responded that no grants are anticipated for this item. He noted that a grant was received for the purchase of the Livescan machine. However, Work Order #7 addresses changes to be made in the software program and the requirements to be captured at the charge level.

Mr. Nelson stated that Work Order #8 addresses Probation Work. He explained that there is a database online in the Probation Department, but only one user may work at a time. Work Order #8 will make IJIS information available to all employees in the department. He noted that the probation office will now be more fully informed of developments associated with their clients, as well.

Mr. Zeunik explained that one profound benefit of the integration of the system is that individuals who might otherwise remain at large, have been identified and subsequently detained while in the Law and Justice Center on other business. In the course of transacting that other business, other offices may be notified through the IJSI system, that

there is an outstanding warrant for an individual, and that individual may then be detained.

The Court Services Department is also experiencing benefits from the integration of the system with regard to restitution issues. Information on possible victims that was not previously available to the Court Services Department is now available.

Mr. Emmett asked for the total cost of the Integrated Justice System. Mr. Zeunik responded that, in 1996, the total projected cost of the system was \$5.1 million. He noted that the cost included consulting services, and an estimate on the replacement of hardware within County offices and departments. He explained that the final cost will likely be slightly higher than the initial projected cost.

Mr. Zeunik stated that, as a result of the implementation of the IJIS system, computer desktop hardware and software has been standardized throughout all County offices and departments. The computer network has also been standardized. These developments are upgrades from the previous configurations, and therefore, will most likely contribute to a slightly higher end cost above the initial projected cost, which was for the Justice module alone.

Mr. Zeunik explained that, to date, McLean County has paid all of the cost to develop and implement the system. This has been accomplished by three methods: 1) through the annual budget process wherein funds are appropriated in Information Services to pay for the cost for TRW services and the purchase of computer equipment; 2) the use of fee-supported Special Revenue funds to pay for computer hardware and consulting services; and 3) previously approved appropriation by the County Board to appropriate funds from the General Fund unencumbered fund balance to cover any additional costs not covered by the annual appropriation or fees.

Mr. Zeunik stated that the \$1 million projected cost in 2001 for the three (3) work orders is made up of dollars which are appropriated in the Information Services budget for 2001 as well as fee-supported revenue in the Circuit Clerks' Office and the Court Services Department. He noted that the County anticipates receiving two (2) grants during fiscal year 2001. One is anticipated from the Illinois Criminal Justice Information Authority, which will give the County the ability develop input automated disposition reporting for the Circuit Clerk's Office. The second anticipated grant would be from the U.S Department of Justice for NIBRS reporting. This grant would bring the Sheriff's Department up to the new NIBRS standards.

Mr. Todd Thompson, Project Manager for TRW, explained that the State of Illinois is funding the NIBRS initiative with grant money from the federal government. At this time, information nationwide is not in a NIBRS-compliant format, and this grant would

be utilized to attain that NIBRS-compliant format. He noted that the State approached McLean County, as a result of the progress of the County's IJIS system, and offered the grant funds to the County in exchange for the submission of a proposal. The benefit of upgrading to the federal NIBRS requirement will benefit any law enforcement agency within the County when they submit data to the State, which will then be forwarded to the federal government, all in the NIBRS-compliant format. Direct reporting to the federal government will also be possible.

Mr. Kinzinger asked what kind of issues will face the County in the future, in terms of changing technology and software, with regard to the IJIS system. Mr. Nelson responded that the basic system is sound. He noted that the greatest area of anticipated change will be the switch to a web-based system, from one where the data is stored on a server and the programs are stored on individual personal computers that connect to the server. This transition is anticipated within the next 2-3 years.

Motion by Kinzinger/Emmett to approve TRW Work Order #6 for System Change Requirements, TRW Work Order #7 for Identix Programming, and TRW Work Order #8 for Probation Work.
Motion carried.

Mr. Zeunik explained that the bills are submitted to the Committee in two (2) sections this month. Pursuant to State law, the County Auditor and the County Treasurer are required to hold open the Fiscal Year 2000 books for 30 days after to the close of the calendar year on December 31, 2000. The first set of bills represents the closeout of the Fiscal Year 2000 bills.

Motion by Emmett/Johnson to recommend approval of the Fiscal Year 2000 bills as presented by the County Auditor. Motion carried.

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Vice Chairman Pokorney then presented the bills for the month of January 2001.

Motion by Johnson/Kinzinger to recommend approval of the bills as presented by the County Auditor. Motion carried.

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Mr. Zeunik explained that the transfer request submitted by the Metro McLean County Communications Center (MetCom) is an end-of-year transfer for Fiscal Year 2000. The request asks for funds to be moved from the budget line for office furniture and equipment to the operational supplies budget line.

Motion by Emmett/Johnson to recommend approval of the request for transfer of funds from office furniture and equipment to operational supplies for MetCom.
Motion carried.

There being nothing further to come before the Committee at this time, Vice Chairman Pokorney adjourned the meeting at 6:48 p.m.

Respectfully submitted,

Martha B. Ross
Recording Secretary