

Minutes of a Special Justice Committee Meeting

The Justice Committee of the McLean County Board held a special meeting on Monday, October 5, 2009 at 4:30 p.m. in Room 400 of the Government Center, 115 East Washington Street, Bloomington, Illinois.

Members Present: Chairman Renner; Members, Wendt, Rankin, Hoselton, Rackauskas and McIntyre

Members Absent: None

Other County Board
Members Present: None

Staff Present: Mr. Terry Lindberg, County Administrator; Mr. Bill Wasson, Assistant County Administrator; and Ms. Judith LaCasse, Assistant to the County Administrator

Department Heads/
Elected Officials
Present:

Mr. Bill Yoder, State's Attorney; Mr. Don Everhart, Circuit Clerk; Ms. Cindy Brand, Jury Commission; Ms. Amy Davis, Public Defender; Mr. Curt Hawk, Director, EMA; Mr. Will Scanlon, Trial Court Administrator-11th Circuit Court; Judge G. Michael Prall, 11th Circuit Court; Ms. Lori McCormick, Director, Court Services; Ms. Cathy Waltz, Superintendent, Juvenile Detention Center; and Ms. Judy Renner, Director, Children's Advocacy Center

Others Present: Ms. Phyllis Nelson, Chief Circuit Clerk, Circuit Clerk's Office;
Ms. Mary Whitaker, Children's Advocacy Center

Mr. Tari Renner, Chairman, Justice Committee, introduced the review of the Fiscal Year 2010 Recommended Budget for the following departments:

State's Attorneys Office – 0001-0020 can be found on pages 70-74 of the FY'2010 Recommended Budget and pages 1-3 of the Summary in the Agenda packet. Chairman Renner noted that the FY'2009 Budget was \$2,617,296 and the FY'2010 Recommended Budget is \$2,554,984, which is a decrease of 2.38%.

Highlights of the Recommended Budget:

REVENUE:

410.0074 State's Attorneys Fees: This line item has increased from \$75,000 in the FY'2009 Adopted Budget to \$85,000 in the FY'2010 Recommended Budget, based on a review of the year-to-date revenue as of the date the Recommended Budget was prepared.

404.0048 Violent Crime Victim: This line item has increased from \$32,157 in the FY'2009 Adopted Budget to \$ 39,198 in the FY'2010 Recommended Budget. This account was formerly 407.0048.

407.0003 State's Attorney Salary: The County receives 90% reimbursement for the State's Attorney Salary, which is set annually by action of the General Assembly. When the FY 2009 budget was prepared, the new salary amount was unknown and the revenue estimate was lower than required. The estimated FY 2010 salary is based on a 4.5% increase over the actual FY 2009 rate.

EXPENDITURES:

Personnel:

The FY'2010 Recommended Budget includes the following changes in the FTE Staffing Level:

Eliminate 1.00 FTE States Attorney Investigator

Materials and Supplies:

All 600 line item accounts have been budgeted in the FY'2010 Recommended Budget at the same level or less as in the FY'2009 Adopted Budget with the following exceptions:

612.0001 Books/Videos/Publications: This line item has increased from \$9,300 in the FY'2009 Adopted Budget to \$10,800 in the FY'2010 Recommended Budget. This increase is based on increased costs of on-line legal materials and subscriptions, as well as a five-year study of actual costs in past years.

Contractual Services:

All Contractual line item accounts have been budgeted in the FY'2010 Recommended Budget at the same level or less as in the FY'2009 Adopted Budget with the following exceptions:

715.0001 Dues and Memberships: This line item has increased from \$8,000 in the FY'2009 Adopted Budget to \$9,700 in the FY'2010 Recommended Budget. This increase is based on the annual Attorney Registration and Discipline Commission renewal fee. The fee charged is higher for attorneys with more years of experience.

723.0001 Psychiatric/Psychological Expense: This line item account has increased from \$2,725 in the FY'2009 Adopted Budget to \$3,250 in the FY'2010 Recommended Budget, based on the frequency that Judges require this type of expert to be brought in on cases.

773.0001 Non-Contract Services: This line item account has increased from \$22,995 in the FY'2009 Adopted Budget to \$25,700 in the FY'2010 Recommended Budget. This increase is based on the increased need to use interpreters.

795.0003 Telephone Service: There is a \$1,000 increase in this line.

Capital Outlay:

832.0002 Lease/Purchase of Furnishings/Office Equipment: This line item account decreases by \$1,531 to reflect expiration of the copier machine lease/purchase.

Mr. Hoselton asked why the estimated State's Attorney's salary is based on a 4.5% increase. Mr. Lindberg explained that when the budget was done last year, we underestimated the amount the State would set for State's Attorney's salaries for our size county. He indicated that it was necessary to put a little more in this year. He advised that the State is expected to adjust State's Attorneys salaries by 4.5%. Mr. Lindberg noted that the County has no choice but to accept the State's decision on salaries. He added that 90% of that amount is reimbursed by the State.

Mr. Wendt asked if this causes the County to increase the salaries of Assistant State's Attorneys. Mr. Lindberg replied that it does not. The State's Attorney's salary is set by the State and 90% of it is paid by the State. Mr. Lindberg added that there are on-going discussions about the County being able to compete for top quality attorneys.

Mr. Wendt pointed out that, throughout the budget, the salary lines have mostly remained the same or gone down, such as the State's Attorney's salary budget which went down by 2.09%. On the other hand, the Fringe Benefit costs are going up.

Mr. Lindberg stated that in the State's Attorney's Budget, the main budget is down by one position, as a result of dropping the Investigator position, which affected the overall salary cost. In addition to that, none of the merit employees are scheduled to receive across-the-board or merit increases.

Mr. Lindberg noted that the Fringe Benefit section includes a line item entitled "Employee Medical Life," which is the departmental allocation in the employer's cost of health insurance. This is based on the number of people who are eligible to take health insurance and not based on the number who actually take insurance. Every department makes a contribution to the Employee Benefit Fund to pay the employer's share.

Mr. Lindberg stated that the Employee Health Insurance bill is approximately \$3 million per year and the employer pays about \$2 million of that amount. It is raised through a cap rate, with this year's cap rate being \$4,000 per eligible position.

Mr. Wendt asked if the employee's share of the insurance goes up when the insurance increases. Mr. Lindberg replied that the formula split between employee and employer has not changed for seven or eight years. Mr. Lindberg indicated that for a single employee, the County pays 83% and the employee pays 17%. He noted that the most expensive tier is an employee plus family, which is a 50%-50% split.

Mr. Wendt asked for confirmation that there is a wage freeze on non-union employees. Mr. Lindberg assured him that there is a wage freeze on merit employees.

Mr. Lindberg reported that the health insurance premium rates did not increase in FY'2010. However, the cap rate increased because there are other expenses in the employee benefit program. He indicated that it is important to maintain a sufficient fund balance so that, if necessary, the County can consider a self-funded option in the future.

Mr. Lindberg advised that funds that are part of the General Fund do not pay IMRF and Social Security because they are separate tax funds. Budgets that are not part of the General Fund pay IMRF and Social Security. Mr. Lindberg noted that Social Security stayed the same and IMRF increased 24% from a former rate of 7.44% to a current rate of 9.1%.

Mr. Wendt pointed out that the majority of the County budget savings comes from the Sheriff's Department. He noted that structurally, the budget has not changed. Mr. Lindberg replied that 14 positions have been dropped, with 5.6 of those positions coming from the Sheriff's Department. Mr. Wendt stated that if revenue continues to decline, it may be necessary to look at the structural issue.

Mr. Lindberg referred the Committee to the 700 line item accounts, which he indicated will be seen in all of the budgets. He noted that Line item account 718.0001, Schooling and Conferences, has decreased in almost every budget. Mr. Lindberg indicated that in the State's Attorney's Office it has decreased by 27%. He stated that departments have been asked to find other ways to fund schooling and conferences. Mr. Lindberg noted that the State's Attorney's Office employees are required to obtain schooling and conference hours every year. He added that Mr. Yoder has been able to find funding in other areas.

Mr. Rankin asked Mr. Yoder if decreasing the funds in Schooling and Conferences has caused any hardships in the State's Attorney's Office. Mr. Yoder replied that each individual attorney is obligated to complete so many hours of continuing legal education on an annual basis in order to maintain their good standing with the Attorney Registration Disciplinary Commission. He stated that he believes the State's Attorney's Office will be able to find alternative solutions without the attorneys paying.

Chairman Renner asked if there were any questions. Hearing none, he asked for a motion to recommend tentative approval.

Motion by Rankin/McIntyre to recommend tentative approval
of the State's Attorneys Office – (0001-0020) FY'2010
Recommended Budget as submitted.
Motion carried.

State's Attorneys IV-D Child Support Enforcement – 0156-0020 can be found on pages 75-78 of the FY'2010 Recommended Budget and pages 4-6 of the Summary. The FY'2010 Recommended Budget is \$274,782, which is a 10.34% decrease from the FY'2009 Adopted Budget.

Highlights of the Recommended Budget:

The State's Attorney's IV-D Project Special Revenue Fund 0156 was established to account for the receipt of Illinois Department of Public Aid Grant Funding and the expenditures for the Child Support Enforcement program in the Circuit Clerk's Office.

REVENUE:

407.4000 Illinois Department of Public Aid: This line item account has decreased from \$306,465 in the FY'2009 Adopted Budget to \$274,782 in the FY'2010 Recommended Budget, a decrease of 15%.

EXPENDITURES:

Personnel:

There is no change in the FTE Staffing level in the FY'2010 Recommended Budget, but staffing costs are down by 15% as a result of the Early Retirement Incentive.

Materials and Supplies:

All of the Materials and Supplies line item accounts in the FY'2010 Recommended Budget have been budgeted at the same level as in the FY'2009 Adopted Budget with the following exception:

620.0001 Operating and Office Supplies: This line item has increased from \$2,000 in the FY'2009 Adopted Budget to \$3,000 in the FY'2010 Recommended Budget based on a review of last year's actual expenditures and the year-to-date expenditures as of the date the Recommended Budget was prepared.

Contractual Services:

All of the Contractual line item accounts in the FY'2010 Recommended Budget have been budgeted at the same level as the FY'2009 Adopted Budget with the following exceptions:

719.0001 General Liability Insurance: Increase due to overall premium increase.

790.0003 Office Rental: Three percent rent increase.

Capital Outlay:

The line item account 833.0002 Purchase of Computer Equipment has been budgeted at the same amount as in the FY'2009 Adopted Budget.

Motion by McIntyre/Rankin to recommend tentative approval of the State's Attorneys IV-D Child Support Enforcement Program – (0156-0020) FY'2010 Recommended Budget as submitted.

Motion carried.

State's Attorneys Office – Multidisciplinary Domestic Violence Grant – 0160-0020 can be found on pages 79-81 of the FY'2010 Recommended Budget and pages 7-8 of the Summary. Chairman Renner noted that there is not change in this budget. It was \$50,924 last year and the same this year.

Highlights of the Recommended Budget:

The Multidisciplinary Domestic Violence Grant Fund 0160 is a Special Revenue Fund, which was established to account for the receipt and expenditure of a State Grant from the Illinois Criminal Justice Information Authority. This multidisciplinary grant was awarded to the State's Attorney's Office to provide funding to the State's Attorney, Court Services, the Sheriff's Department and Community-based agencies to initiate a multidisciplinary approach to domestic violence cases and issues within the community. The FY'2005 Adopted Budget included funding for the first year of this grant. In the FY'2010 Recommended Budget, the State's Attorneys Office is scheduled to receive \$50,924 of the total grant award. This funding will cover the salary and benefit expense for 0.66 FTE Assistant States Attorney II.

Mr. Yoder stated that this grant was originally a three-year grant that has been extended two additional years. He expects this grant to continue on an annual basis.

Motion by Rackauskas/McIntyre to recommend tentative approval of the State's Attorneys Office – Multidisciplinary Domestic Violence Grant – (0160-0020) FY'2010 Recommended Budget as submitted.
Motion carried.

Circuit Clerk's Office General Fund – 0001-0015 can be found on pages 39-43 of the FY'2010 Recommended Budget Book and pages 9-12 of the Summary in the Agenda Packet. Chairman Renner noted a 3% increase from \$2,173,970 in FY'2009 to \$2,235,445 in the FY'2010 Recommended Budget.

Highlights of the Recommended Budget:

REVENUE:

410.0003 Traffic/Criminal Fines: This revenue line item has decreased from \$650,000 in the FY'2009 Adopted Budget to \$600,000 in the FY'2010 Recommended Budget. This revenue projection is based on a review of the year-to-date revenue as of the date the Recommended Budget was prepared and last year's actual revenue.

410.0012 County Fines: This revenue line item has decreased from \$1,160,000 in the FY'2009 Adopted Budget to \$1,000,000 in the FY'2010 Recommended Budget. This is based on a review of the year to date revenue, as of the date the Recommended Budget was prepared.

410.0021 Civil Fees: This revenue line item has decreased from \$750,000 in the FY'2009 Adopted Budget to \$700,000 in the FY'2010 Recommended Budget. This revenue projection is based on a review of last year's actual revenue and the year-to-date revenue as of the date the Recommended Budget was prepared.

410.0042 Street Value Fines: This revenue line item has decreased from \$30,000 in the FY'2009 Adopted Budget to \$27,500 in the FY'2010 Recommended Budget. This revenue projection is based on a review of last year's actual revenues and the year-to-date revenue as of the date the Recommended Budget was prepared.

410.0054 Traffic/Criminal Conv Surcharge.: This revenue line item has decreased from \$9,500 in the FY'2009 Adopted Budget to \$8,000 in the FY'2010 Recommended Budget. This revenue projection is based on a review of last year's actual revenues and the year-to-date revenue as of the date the Recommended Budget was prepared.

410.0067 Trauma Fee Administrative Fee: This revenue line has decreased from \$2,700 in the FY'2009 Adopted Budget to \$2,000 in the FY'2010 Recommended Budget. This revenue projection is based on a review of the year-to-date revenue as of the date the Recommended Budget was prepared.

410.0107 County Percentage Share: This revenue line item account is budgeted at \$610,000 in the FY'2010 Recommended Budget, a decrease of \$35,000 from the FY'2009 Adopted Budget. This revenue projection is based on a review of last year's actual revenue. Pursuant to Supreme Court Rule 529 effective January 1, 2004, the Court ordered that over the counter traffic offenses and ex parte forfeitures be distributed by the Circuit Clerk's Office on a percentage basis. The County's share of the percentage distribution can be found in this line item account.

410.0169 Drug Court Fee - \$5.00 Fee: This revenue line item account was added in the FY'2008 Recommended Budget to account for the new Drug Court fee that was signed into law in 2009. This new revenue line item projects that the \$5.00 Drug Court fee assessed on all traffic dispositions and court ordered supervision. This revenue line has increased from \$26,000 in the FY'2009 Adopted Budget to \$28,000 in the FY'2010 Recommended Budget. This revenue projection is based on a review of last year's actual revenue and the year-to-date revenue as of the date the Recommended Budget was prepared.

415.0001 Interest on Investments: This revenue line item is budgeted at \$32,000 in the FY'2010 Recommended Budget, a \$9,000 decrease from the FY'2009 Adopted Budget. This revenue projection is based on a review of the year-to-date revenue as of the date the Recommended Budget was prepared.

450.0011 Transfer from Other Funds: This revenue line item account has increased from \$17,825 in the FY'2009 Adopted Budget to \$18,455 in the FY'2010 Recommended Budget. This Transfer from Other Funds is from the Circuit Clerk's Court Automation fund. A transfer from the Circuit Clerk's Court Automation Fund covers one-half of the salary expense for a Data Team Leader.

EXPENDITURES:

Personnel:

The FTE Staffing level in the FY'2010 Recommended Budget reflects the addition of a 0.25 FTE position that was budgeted a Special Revenue fund in FY'2009. State support has decreased but the need for a full-time position remains.

Materials and Supplies:

All 600 lines have decreased with the following exception:

629.0001 Letterhead/Printed Forms: This line item account has increased from \$29,750 in the FY'2009 Adopted Budget to \$50,000 in the FY'2010 Recommended Budget. This increase reflects anticipated price increases for the purchase of printed forms, envelopes and letterhead, as well as new legislative mandates.

Contractual:

All Contractual line item accounts in the FY'2010 Recommended Budget have been budgeted at the same level or less as in the FY'2009.

Capital Outlay:

832.0002 Lease/Purchase Office Equipment: This line-item account includes funding for the lease/purchase agreement on 4 Copiers. It will decrease in FY'2010 due to expiration of two of the leases.

Motion by Rackauskas/Hoselton to recommend tentative approval of the Circuit Clerk's Office General Fund – (0001-0015) FY'2010 Recommended Budget as submitted.
Motion carried.

Circuit Clerk Operation & Administration – 0138-0015 can be found on pages 44-45 of the FY'2010 Recommended Budget and pages 13-15 of the Summary. Chairman Renner stated that there is a 6.15% increase from \$20,325 in FY'2009 to \$21,575 in the FY'2010 Recommended Budget. He noted that the bulk of that is a 26.59 increase in Materials and Supplies.

Mr. Wendt asked what "legislative state mandates" caused the Materials and Supplies line item to increase so dramatically. Mr. Everhart replied that the state mandates continually change. He advised that the Materials and Supplies Budget line item was divided across three different accounts, namely Administrative, Civil and Criminal divisions. Mr. Everhart indicated that the Circuit Clerk's Office provides the printing needs of the courts. He noted that the following steps have been taken to decrease the costs:

- Sought bids on all printing jobs,
- Asked the Courts to review the documents to see where forms could be standardized, consolidated or changed;
- Combined 11-12-13 account into this one account to accommodate for the expected printing needs.

Highlights of the Recommended Budget:

The Circuit Clerk's Operations/Administration Fund 0138 was established pursuant to a 2007 State law providing for an additional fee to be assessed in certain Court cases. This law provided that a portion of the fee assessed be set aside in a new separate fund to pay for the administrative expenses incurred by the Circuit Clerk's Office.

REVENUE:

410.0165 Court Supervision Administrative Fee: This line item account remains at \$18,750 in the FY'2010 Recommended Budget, based on a review of the year-to-date revenues as of the date the Recommended Budget was prepared.

410.0166 Drug Court Administrative Fee: This line item account remains at \$1,575 in the FY'2010 Recommended Budget.

EXPENDITURES:

Anticipated revenues for FY'2010 have been budgeted to provide funds for certain administrative and operations expenses.

Materials & Supplies:

620.0001 Operating/Office Supplies: This line item account has decreased from \$6,000 in the FY'2009 Adopted Budget to \$5,820 in the FY'2010 Recommended Budget. This line item account is used to purchase office supplies and non-capital office equipment.

621.0001 Non-Major Equipment: This line item account has increased from \$2,325 in the FY'2009 Adopted Budget to 4,719 in the FY'2010 Recommended Budget. This line item account is used to purchase office equipment that is not a capital asset and is therefore not listed on the Capital Assets subsidiary ledger for depreciation.

Contractual Services:

All 700 lines are decreased by an aggregate of 11% compared to FY'2009.

Capital Assets:

832.0001 Purchase of Furnishings/Office Equipment: This line item account decreases by 3% and has been budgeted at \$3,900 in the FY'2010 Recommended Budget. This line item account includes the purchase of office furniture (desks, chairs, file cabinets) and office equipment.

Motion by Hoselton/Rackauskas to recommend tentative approval of the Circuit Clerk Operation & Administration – (0138-0015) FY'2010 Recommended Budget as submitted.
Motion carried.

Mr. Lindberg advised that all of the non-General Fund budgets balance. He pointed out that the revenue for the Circuit Clerk Operation & Administration Budget, totaling \$21,575, is the same as the expenses at \$21,575.

Circuit Clerk Court Automation – 0140-0015 can be found on pages 46-47 of the FY'2010 Recommended Budget and pages 16-18 of the Summary. Overall there is a 9.57% decrease from last year, from \$217,841 in the FY'2009 Adopted Budget to \$197,000 in the FY'2010 Recommended Budget.

Highlights of the Recommended Budget:

The Circuit Clerk's Court Automation Fund was established pursuant to Illinois law. This Special Revenue Fund was established to assist the Circuit Court and the Circuit Clerk's Office to automate their respective offices. Through the collection of a Court Automation fee, the Circuit Court and the Circuit Clerk's Office have available funds which can be used

to purchase operating supplies, contract for services, purchase capital equipment, and fund staff in Information Services. As a Special Revenue Fund, the fund must be balanced within the fund.

REVENUE:

410.0088 Automation Fee: This revenue line item account has decreased from \$217,000 in the FY'2009 Adopted Budget to \$197,000 in the FY'2010 Recommended Budget. This is based on a review of the year to date revenue, as of the date the Recommended Budget was prepared.

EXPENDITURES:

Materials and Supplies:

The Materials and Supplies line item account in the FY'2010 Recommended Budget has been budgeted at 2% less than the FY'2009 Adopted Budget.

Contractual Services:

The Contractual Services line item accounts in the FY'2010 Recommended Budget have been budgeted at the same level or less as in the FY'2009 Adopted Budget, and are down by an aggregate of 33%.

Capital Outlay:

833.0002 Purchase of Computer Equipment: This line-item account includes funds to purchase the following capital equipment: replace 1/3 of the IJIS PC's for staff in the Circuit Clerk's office, purchase IJIS laser printers, and purchase new laptop computers for the Judges.

Other:

999.0001 Interfund Transfer: This line item has increased from \$89,817 in the FY'2009 Adopted Budget to \$92,363 in the FY'2010 Recommended Budget. This line item covers a percentage of the salary expense for staff in Information Services, who maintain and support the IJIS application for the Circuit Clerk's Office. This line item account also includes 0.50 FTE salary expense and employee benefit expense for the Traffic Data Entry Team Leader in the Circuit Clerk's Office.

Motion by McIntyre/Rankin to recommend tentative approval of the Circuit Clerk Court Automation Fund – (0140-0015) FY'2010 Recommended Budget as submitted.
Motion carried.

Circuit Clerk Document Storage – 0142-0015 can be found on pages 48-51 of the FY'2010 Recommended Budget and pages 19-21 of the Summary. Chairman Renner pointed out that overall there is a 3.41% increase from \$275,922 in the FY'2009 Adopted Budget to \$285,329 in the FY'2010 Recommended Budget.

Highlights of the Recommended Budget:

The Circuit Clerk's Court Document Storage Fund was established pursuant to Illinois law. This Special Revenue Fund was established to assist the Circuit Clerk's Office to maintain and store Court records and documents. Through the collection of a Court Document Storage fee, the Circuit Clerk's Office has available funds which can be used to purchase operating supplies, contract for services, purchase capital equipment, and reimburse expenses incurred by the Records Management staff of Information Services. As a Special Revenue Fund, the fund must be balanced within the Fund.

REVENUE:

410.0089 Court Document Storage Fee: This revenue line item account has decreased from \$217,000 in the FY'2009 Adopted Budget to \$197,000 in the FY'2010 Recommended Budget, based on a review of last year's actual revenue and the year-to-date revenue, as of the date the Recommended Budget was prepared.

400.0000 Unappropriated Fund Balance: This revenue line item account was budgeted at \$58,922 in the FY'2009 Adopted Budget and will increase to \$88,329 in the FY'2010 Recommended budget. As of December 31, 2008, the outside auditor's Comprehensive Annual Financial Report listed the Fund Balance as \$397,944.

EXPENDITURES:

Personnel:

There is no change in the FTE Staffing Level in the FY'2010 Recommended Budget.

Materials and Supplies:

620.0001 Operating/Office Supplies: This line item account has increased from \$27,500 in the FY'2009 Adopted Budget to \$40,950 in the FY'2010 Recommended Budget. The

Circuit Clerk's Office purchases Case Binders, Case Jackets, File Folders, and Traffic Jackets. The proposed increase is based on the increased volume of cases and anticipated increase in the price of these items.

Contractual:

711.0001 Microfilming Services: This line item account has decreased from \$65,000 in the FY'2009 Adopted Budget to \$63,700 in the FY'2010 Recommended Budget. This decrease reflects the anticipated work to be done scanning documents to create CD's for use by the staff in the office and microfilming documents.

Capital Outlay:

832.0001 Purchase of Furnishings/Office Equipment: This line item account includes funding for the purchase of the following capital equipment: purchase of additional shelving for records and microfilm storage.

Mr. McIntyre asked what caused the increase in the budget. Mr. Everhart replied that the increase was due to increase in supplies.

Motion by Rackauskas/Rankin to recommend tentative approval of the Circuit Clerk Document Storage Fund – (0142-0015) FY'2010 Recommended Budget as amended.
Motion carried.

Circuit Clerk Child Support Collection – 0143-0015 can be found on pages 52-54 of the FY'2010 Recommended Budget and pages 22-24 of the Summary. Chairman Renner indicated that there is a 12.69% decrease from \$81,240 in the FY'2009 Adopted Budget to \$70,933 in the FY'2010 Recommended Budget.

Mr. Rankin asked for an explanation for the significant drop in the Contractual line by 61.56%. Ms. Phyllis Nelson, Chief Circuit Clerk, replied that the contractual amount is what was budgeted for the data load of the Child Support module of the Integrated Justice Information System (E*Justice). She noted that the process isn't yet completely done, but she anticipates that the process will be done by the end of this year. Mr. Lindberg added that this line item may not get below \$7,500 as there will be maintenance and other expenses.

Highlights of the Recommended Budget:

The Circuit Clerk's Child Support Collection Fund was established pursuant to Illinois law. This Special Revenue Fund was established to assist the Circuit Clerk's Office to collect

and remit child support payments pursuant to the order of the Circuit Court. Through the collection of a Child Support Enforcement fee, the Circuit Clerk's Office has available funds which can be used to pay personnel expenses, purchase operating supplies, contract for services, and purchase capital equipment. As a Special Revenue Fund, the fund must be balanced within the Fund.

REVENUE:

410.0093 Child Support Enforcement Fee: This revenue line item account will remain at \$56,500 in the FY'2010 Recommended Budget. This increase is based on the projected number of Child Support Cases that the Circuit Clerk expects to handle in FY'2009.

400.0000 Unappropriated Fund Balance: This revenue line item account is budgeted at \$14,433 in the FY'2010 Recommended Budget. According to the outside audit for the year ended December 31, 2008, the Child Support Collection Fund finished the year with a fund balance of \$240,535.

EXPENDITURES:

Personnel:

There is no change in the FTE Staffing Level in the FY'2010 Recommended Budget.

Materials and Supplies:

629.0001 Letterhead/Printed Forms: This line item account has been budgeted at \$2,450 in the FY'2010 Recommended Budget, 2% less than the FY'2009 Adopted Budget. This is based on a review of the year-to-date expenditures, as of the date the FY'2010 Recommended Budget was prepared.

Contractual:

706.0001 Contract Services: This line item account has decreased from \$100,000 in the FY'2009 Adopted Budget to \$20,000 in the FY'2010 Recommended Budget. It will decrease to \$7,500 in the FY'2010 Recommended budget due to completion of the Child Support module of the Integrated Justice Information System (E*Justice).

Motion by McIntyre/Hoselton to recommend tentative approval of the Circuit Clerk Child Support Collection Fund – (0143-0015) FY'2010 Recommended Budget as submitted.
Motion carried.

Circuit Clerk IDPA IV-D Child Support Enforcement Program – 0156-0015 can be found on pages 55-57 of the FY'2008 Recommended Budget and pages 25-26 of the Summary. Chairman Renner noted that there is no change from the previous year at \$35,948.

Highlights of the Recommended Budget:

The Circuit Clerk's IV-D Project Special Revenue Fund 0156 was established to account for the receipt of Illinois Department of Public Aid Grant Funding and the expenditures for the Child Support Enforcement program in the Circuit Clerk's Office.

REVENUE:

407.4000 Illinois Department of Public Aid: This line item account is budgeted at \$35,948 in the FY'2010 Recommended Budget, the same amount as in the FY'2009 and FY'2008 Adopted Budgets. This reflects the projected contract payment from the Illinois Department of Public Aid for funding the Circuit Clerk's Child Support IV-D Program.

EXPENDITURES:

Personnel:

The FTE Staffing level in the FY'2010 Recommended Budget decreases from 0.80 FTE Office Support Specialist II to 0.75 FTE Office Support Specialist II. This reduction in the FTE Staffing level reflects the continued "zero increase" in the grant funding level. Since this is a grant funded program, the total expenditures must be balanced against the revenue to be received.

Motion by Hoselton/Rankin to recommend tentative approval of the Circuit Clerk IDPA IV-D Child Support Enforcement Program – (156-0015) FY'2010 Recommended Budget as submitted.

Motion carried.

Jury Commission – 0001-0018 can be found on pages 68-69 of the FY'2010 Recommended Budget and pages 27-28 of the Summary. Chairman Renner indicated that there is a 3.31% decrease from \$116,480 in the FY'2009 Adopted Budget to \$112,627 in the FY'2010 Recommended Budget.

Ms. Cindy Brand, Jury Commission, indicated that everything was cut out of the budget that was not essential.

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Ms. Brand stated that essentials include printed letterhead, forms and postage. She noted that these expenses have decreased a little bit because last year it was necessary to reprint letterhead and forms with the name of the new Circuit Clerk.

Highlights of the Recommended Budget:

EXPENDITURES:

Personnel:

There is no change in the FTE Staffing level in the FY'2010 Recommended Budget.

Fringe Benefits:

599.0002 Employee Medical/Life Insurance: The employer's cost for Employee Medical/Life Insurance increases from \$3,800 per FTE in the 2009 Adopted Budget to \$4,000 in the FY'2010 Recommended Budget.

Materials and Supplies:

The 600 line items are down 5% in the aggregate from FY'2009.

Contractual:

706.0001 Contract Services: This line item account has decreased from \$4,558 in the FY'2009 Adopted Budget to \$1,600 in the FY'2010 Recommended Budget. Last year's amount was increased in anticipation of a one-time expense for a software enhancement to enable the Jury Commission to scan and tally exit surveys provided to citizens who are summoned for jury duty.

Motion by Rankin/Rackauskas to recommend tentative approval of the Jury Commission – (0001-0018) FY'2010 Recommended Budget as submitted.
Motion carried.

Public Defender's Office – 0001-0021 can be found on pages 82-86 of the FY'2010 Recommended Budget and pages 29-31 of the Summary in the Agenda Packet. Chairman Renner reported that the Budget has increased 4.57% over the FY'2009 Adopted Budget. Chairman Renner indicated that there is a 1.98% increase from \$1,661,695 in the FY'2009 Adopted Budget to \$1,694,515 in the FY'2010 Recommended Budget.

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Ms. Davis advised that the Public Defender's Office was very careful in not asking for any increases across the board. She stated that there are some expenses that cannot be controlled, including transcript expenses, interpreter expenses, and psychiatric expenses.

Mr. Wendt asked if the County is doing a lot of lease purchases on photocopiers. Mr. Lindberg replied that the County does a group lease purchase on photocopiers once every five years. He stated that, depending on volume, the machines can usually last five years. Mr. Lindberg advised that, this year, for low volume offices, the leases have been extended for another year. He indicated that the interest note on this lease is 3.3%.

Highlights of the Recommended Budget:

REVENUE:

410.0040 Public Defender Fees: This line item account remains at \$65,000 in the FY'2010 Recommended Budget. This revenue figure is based on a review of last year's actual revenue and the year to date revenue, as of the date the Recommended Budget was prepared.

407.0098 Public Defender Salary Reimbursement: Pursuant to Public Act 94-0978, funds have been appropriated to reimburse the County 66.66% of the Public Defender's salary. Pursuant to 55 ILCS 5/3-4007 (1994), the County Board approved a Resolution setting the salary of the Public Defender at 90% of the State's Attorney's salary. This revenue line item accounts for the salary reimbursement to be received from the State.

EXPENDITURES:

Personnel:

There is No Change in the FTE Staffing level in the FY'2010 Recommended Budget.

Materials and Supplies:

The 600 line items are down 2% in the aggregate.

Contractual:

706.0001 Contract Services: This line item account remains at \$228,282 in the FY'2010 Recommended Budget.

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All other 700 line items are less than the FY'2009 Adopted Budget and are down by 1% in the aggregate.

Capital Outlay:

832.0002 Lease/Purchase Office Equipment: This line item account includes funding for the principle payment due on the lease/purchase agreement for two photocopiers.

Motion by McIntyre/Rankin to recommend tentative approval of the Public Defender's Office – (0001-0021) FY'2010 Recommended Budget as submitted.
Motion carried.

Emergency Management Agency – 0001-0047 can be found on pages 157-160 of the FY'2010 Recommended Budget and pages 32-34 of the Summary. Chairman Renner noted that there is a 0.42% decrease from \$184,751 in the FY'2009 Adopted Budget to \$183,981 in the FY'2010 Recommended Budget.

Highlights of the Recommended Budget:

REVENUE:

404.0035 E.M.A. Grant: This revenue line item account has decreased from \$37,850 in the FY'2009 Adopted Budget to \$24,000 in the FY'2010 Recommended Budget, based on the availability of State reimbursement.

404.0101 Hazardous Material Grant: This is a new line item account that was added in the FY'2009 Recommended Budget. This line item account reflects revenue to be received by Emergency Management from the State, and increases from \$7,420 in FY'2009 to \$10,000 in FY'2010. This account was 407.0101 in the FY'2009 budget.

407.0135 Nuclear Safety Grant: This revenue line item account has been budgeted at \$12,000 in the FY'2010 Recommended Budget, up from \$9,750 in the FY'2009 Adopted Budget.

EXPENDITURES:

Personnel:

There is no change in the FTE Staffing level in the FY'2009 Recommended Budget.

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Materials and Supplies:

All 600 line items are equal to or less than they were in the FY'2009 Adopted Budget, with an aggregate decrease of 12%.

Contractual:

All 700 line items are equal to or less than they were in FY'2009, with an aggregate decrease of 2%.

Capital Outlay:

839.0001 Purchase of Radio Equipment: This line item account includes funding for the purchase of additional Starcom 21 radios and a base repeater.

Motion by McIntyre/Hoselton to recommend tentative approval of the Emergency Management Agency – (0001-0047) FY'2010 Recommended Budget as submitted.
Motion carried.

Circuit Court – 0001-0016 can be found on pages 58-61 of the FY'2010 Recommended Budget and pages 35-37 of the Summary. Chairman Renner stated that there is a 3.80% increase in this budget from \$926,954 in the FY'2009 Adopted Budget to \$962,202 in the FY'2010 Recommended Budget.

Mr. Lindberg advised that there were two people who served as Public Defender Court Screeners. These employees met with defendants to determine their income level and suitability to be potential Public Defender clients, whether fully funded, partially funded or not at all. Mr. Lindberg indicated that these employees worked for the Public Defender's Office, but were Probation Officers in the Probation Department. He advised that these two positions were eliminated. Mr. Lindberg stated that it was necessary to find another department to take over this responsibility where it wouldn't compromise the independence of the Public Defender. The courts volunteered to take that responsibility, and further, would do it in a more cost effective manner. Mr. Lindberg indicated that the positions decreased from a Grade 9 (Probation Officer II) to Grade 4 (Office Support Specialist I). He pointed out that while the Circuit Court's FTE Staffing level increased by two positions, it is saving the County substantial money.

Mr. Wendt asked where the savings will be noted. Mr. Lindberg replied that the Court Services budget will reflect the savings to the County.

Highlights of the Recommended Budget:

EXPENDITURES:

Personnel:

The FTE Staffing level in the FY'2010 Recommended Budget increases by two (2) positions: two Salary Grade 4 positions entitled Court Screener. These positions will take over the responsibility of screening candidates for Public Defender services, determining whether they are eligible for free or reduced price defense counsel. This function was previously carried out by two Salary Grade 9 Probation Officers in the Court Services Department.

Materials and Supplies:

The 600 line items are down 4% in the aggregate and all are equal to or less than they were in FY'2009.

Contractual:

All of the Contractual line item accounts have been budgeted in the FY'2010 Recommended Budget at the same level or less as in the FY'2009 Adopted Budget:

718.0001 Schooling & Conferences: This line item account has decreased from \$6,700 in the FY'2009 Adopted Budget to \$2,800 in the FY'2010 Recommended Budget.

728.0001 Transcript Expense: This line item account has decreased from \$20,000 in the FY'2009 Adopted Budget to \$16,500 in the FY'2010 Recommended Budget based on a review of the actual expenditures over the past five years.

Capital:

832.0001 Purchase of Furnishings/Office Equipment: This line item account includes funding for purchasing replacement office furniture.

832.0002 Lease/Purchase Office Equipment: This line item account includes funding for the Lease/Purchase of copiers for the Circuit Court.

Chairman Renner asked if there were any questions. Hearing none, he asked for a motion to recommend tentative approval.

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Motion by Hoselton/McIntyre to recommend tentative approval of the Circuit Court – (0001-0016) FY'2010 Recommended Budget as submitted.
Motion carried.

Circuit Court IV-D Child Support Enforcement Program – 0156-0016 can be found on pages 62-63 of the FY'2010 Recommended Budget and pages 38-39 of the Summary. Chairman Renner noted that this is a \$33,400 budget with no increase and no changes.

Highlights of the Recommended Budget:

The Circuit Court's IV-D Project Child Support Enforcement Program within Special Revenue Fund 0156 was established to account for the receipt of Illinois Department of Public Aid IV-D Child Support Enforcement Grant Funding and the expenditures for the IV-D Child Support Enforcement program. As in Fiscal Year 2009, the Circuit Court's expenditures will be primarily for Contract Services, specifically, the services of a contract attorney who will complete initial case review and screenings for the Circuit Court. The proposed Fiscal Year 2010 Recommended Budget reflects no increase in the contract dollar amount from the Illinois Department of Public Aid. Therefore, the Fiscal Year 2010 Recommended Budget is identical to the Fiscal Year 2009 Adopted Budget.

Motion by Hoselton/Rankin to recommend tentative approval of the Circuit Court IV-D Child Support Enforcement Program – (0156-0016) FY'2010 Recommended Budget as submitted.
Motion carried.

Circuit Court Neutral Site Custody Exchange Fund 0170-0016 can be found on pages 64-65 of the FY'2010 Recommended Budget and pages 40-41 of the Summary. Chairman Renner noted that this budget decreased from \$80,000 in the FY'2009 Adopted Budget to \$55,000 in the FY'2010 Recommended Budget. Mr. Lindberg advised that the budget is going down because, when the program started, we overestimated the amount of revenue we would raise. He indicated that the revenue was backed down to \$55,000 and the expenditure side was backed down to \$55,000. Mr. Lindberg noted that this fund should continue to self-balance.

Highlights of the Recommended Budget:

The Circuit Court's Neutral Site Custody Exchange Fund 0170 is a Special Revenue Fund established in 2008 to account for the receipt and disbursement of Neutral Site Custody Exchange Fees. Illinois law allows a County to establish a fee to support Neutral Site Special Justice Committee Meeting

Custody Exchange programs. Although original revenue estimates for the first year of the program were \$80,000, it was later determined that annual revenue would be \$55,000. The Contractual Services expense line which funds the services of the Children's Foundation that administers and operates the Neutral Site Custody Exchange and Family Visitation Program for the Circuit Court. The proposed Fiscal Year 2010 Recommended Budget reflects the projected revenue to be received based on the year-to-date revenue received as of the date the Recommended Budget was prepared. The CAFR dated December 31, 2008 indicated a fund balance of \$ (3,438) in this fund.

Motion by Rankin/Rackauskas to recommend tentative approval of the Circuit Court Neutral Site Custody Exchange Fund 0170-0016 FY'2010 Recommended Budget as submitted.

Motion carried.

Circuit Court Children's Waiting Room – 0171-0016 can be found on pages 66-67 of the FY'2010 Recommended Budget and pages 42-43 of the Summary. Chairman Renner indicated that there is no change to the fund.

Highlights of the Recommended Budget:

The Circuit Court's Children's Waiting Room Fund 0171 is a Special Revenue Fund established in 2008 to account for the receipt and disbursement of the Children's Waiting Room fees. Pursuant to Illinois law, a Children's Waiting Room fee was approved to help cover the annual operating expenses of the Children's Waiting Room in the Law and Justice Center. The Children's Waiting Room Fund expenditures will be primarily for Contract Services, specifically, the services of the Children's Foundation that administers and operates the Children's Waiting Room for the Circuit Court. The proposed Fiscal Year 2010 Recommended Budget reflects the projected revenue to be received based on the year-to-date revenue received as of the date the Recommended Budget was prepared. The CAFR dated December 31, 2008 indicated a fund balance of \$48,136 in this fund.

Motion by McIntyre/Rankin to recommend tentative approval of the Circuit Court Children's Waiting Room – (0171-0016) FY'2010 Recommended Budget as submitted.

Motion carried.

Mr. Will Scanlon, Trial Court Administrator, 11th Circuit Court, invited Committee members or County Board Members to come over to the Courts to talk to a Judge or observe a court proceeding.

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Court Services Department – 0001-0022 can be found on pages 87-91 of the FY'2010 Recommended Budget and pages 44-46 of the Summary. Chairman Renner stated that there is a 1.95% decrease in this budget from \$3,852,917 in the FY'2009 Adopted Budget to \$3,777,859 in the FY'2010 Recommended Budget.

Ms. Lori McCormick, Director, Court Services, stated that if there are any areas that show an increase, it is due to the Drug Court grant.

Chairman Renner pointed out that this is the budget where we will see the salary savings. Mr. Lindberg advised that this budget is down four positions, namely the two screener positions, one office support specialist position in the main office and a Juvenile Detention Officer position.

Mr. Lindberg advised that the Probation Officer salary reimbursement issue is something that Metro Counties is taking very seriously. He noted that we are currently waiting for word on how the additional \$16 million, promised by the Governor, might be allocated, how it will be allocated and when it will be allocated. Mr. Lindberg stated that, under Revenue, there was a transfer of \$200,000 from the Probation Services Fee Fund, which is a separate fund where individuals who are on probation deposit monies. He indicated that this is not a sustainable number, meaning this is not a transfer that can be done annually. Mr. Lindberg advised that if and when the County receives its share of the \$16 million, monies will be transferred back into the Probation Services Fees.

Mr. Lindberg stated that the County's share of this \$16 million has not yet been received and if it is received, there is repair work on the budget that needs to be considered first.

Ms. McCormick indicated that Court Services will not be placing children outside of the community next year, which has decreased the Care and Dependent Child line item from \$120,000 in 2009 to \$17,600 in 2010. She noted that Chief Judge Robb may want to reinstate this service sometime in the future.

Ms. Rackauskas asked if the decision to not place children outside of the community is strictly due to economic issues or because we can serve the children better within the community. Ms. McCormick replied that it is a combination of both reasons.

Highlights of the Recommended Budget:

REVENUE:

Revenue is projected to decrease by 19% overall, primarily due to a 41% decrease in State reimbursement for Probation Officer Salaries.

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407.0005 Probation Officers Salary Reimbursement: This revenue line item account has decreased from \$1,382,452 in the FY'2009 Adopted Budget to \$821,500 in the FY'2010 Recommended Budget. For your information, fifteen officers in Court Services are reimbursed at a subsidy level of \$1000 per month. Pursuant to State law, all other officers are to be reimbursed at 100% of the salary expense. At the \$821,500 level, State Probation Officers salary reimbursement covers approximately 25% of the total salary expense. The Governor has recently stated he will add \$16,000,000 back to this \$36.6 million appropriation statewide, but we have no additional information at this time on how or when this will occur.

407.0102 Redeploy Grant: This revenue line item account represents a program that was newly created during FY'2009, then suspended as part of the State's budget crisis management. We have been notified that we will receive funding for the next two years, thus supporting the \$131,110 revenue item in the FY'2010 Recommended budget. If funding stops, grant activities will also stop.

450.0011 Transfer from Other Funds: This line item account has increased from \$90,000 in the FY'2009 Adopted Budget to \$200,000 in the FY'2010 Recommended Budget to help make up the deficit in State reimbursement for salary expense of Adult Probation Officers not reimbursed by the State of Illinois. These funds come from the Probation Fees Fund 0146. They cannot be sustained at a \$200,000 annual level. If additional State funds are forthcoming, we will recommend reducing this transfer to a sustainable level.

EXPENDITURES:

Personnel:

The FTE Staffing level in the FY'2010 Recommended Budget decreases the departmental total FTE by 4.00 positions: 2 Probation Officer I's (former Court Screeners), 1 Juvenile Detention Officer and 1 Office Support Specialist II.

Materials and Supplies:

All Materials and Supplies line item accounts have been budgeted in the FY'2010 Recommended Budget at either the same level or less as in the FY'2009 Adopted Budget with the following major exceptions:

620.0001 Operating/Office Supplies: This line item account has increased from \$13,470 in the FY'2009 Adopted Budget to \$18,446 in the FY'2010 Recommended Budget, based on a review of last year's actual expenses and the year-to-date expenses as of the date the Recommended Budget was prepared.

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622.0004 Drug Testing Chemicals : This is a new line item that is 100% funded from federal grant funds.

Contractual Services:

All Contractual line item accounts have been budgeted in the FY'2010 Recommended Budget at either the same level or less as in the FY'2009 Adopted Budget with the following major exceptions:

723.0001 Psychiatric/ Psychological Services: This line item account has increased from \$4,000 in the FY'2009 Adopted Budget to \$ 10,000 in the FY'2010 Recommended Budget. This is also part of federal Drug Court funds.

Capital:

850.0001 Purchase of Capitalized Assets: This line item account includes funding to purchase software and programming services to analyze data for drug court evaluation purposes.

Motion by Hoselton/Rankin to recommend tentative approval of the Court Services Department – (0001-0022) FY'2010 Recommended Budget as submitted.
Motion carried.

Court Services Juvenile Probation Fee Services Fund – 0145-0022 can be found on pages 92-93 of the FY'2010 Recommended Budget and pages 47-48 of the Summary.

Highlights of the Recommended Budget:

The Juvenile Probation Services Fee Fund has been combined with the Adult Probation Services Fee Fund to coincide with the manner in which the funds are reported on the County's Comprehensive Annual Financial Report.

The FY'2009 Juvenile Probation Services Fee Fund was balanced at \$5,859. The fund balance as of December 31, 2008 was \$8,921.59.

Motion by Wendt/Rankin to recommend tentative approval of the Court Services Juvenile Probation Fee Services Fund – (0145-0022) FY'2010 Recommended Budget as submitted.
Motion carried.

Court Services Adult Probation Fee Services Fund – 0146-0022 can be found on pages 94-96 of the Recommended Budget and pages 49-52 of the Summary. Chairman Renner noted that this is the budget which incorporated the Juvenile Probation Services Fee Fund. He noted that was a 47.07% increase in revenue and 47.07 increase in expenditures.

Highlights of the Recommended Budget:

The Adult Probation Services Fee Fund is a Special Revenue Fund, which was established pursuant to State law. The Court can order adult probationers to pay a Probation Services fee to the Court Services Department. The revenue generated from this fee can only be used to provide services to adult probationers. State law requires that the revenue collected in the current fiscal year be appropriated in the following fiscal year. As a result, the revenue budgeted in FY'2010 has already been collected and is available to be appropriated for services. For FY'2010, the Juvenile Probation Services Fee Fund has been combined with the Adult Probation Services Fee Fund.

As a Special Revenue Fund, the Adult Probation Services Fee Fund must be balanced within the Fund.

REVENUE

410.0091 Testing Fees: This revenue line item accounts for the Drug Test Screening Fee (\$15.00) assessed to adult probationers for each test. The testing fee is taken from the Adult Probation Service fee assessed. This revenue line item has increased from \$27,142 in the FY'2009 Adopted Budget to \$31,369 in the FY'2010 Recommended Budget. This increase is based on the drug screening/drug testing fees collected last year and the year-to-date revenues as of the date of the Recommended Budget.

410.0099 Adult Probation Service Fees: This revenue line item has increased from \$157,078 in the FY'2009 Adopted Budget to \$163,448 in the FY'2010 Recommended Budget. This revenue line item account projects the actual revenue to be generated from Probation Services fees during FY'2010 plus the Probation Services fee funds not spent in 2009 that can be carried forward into 2010. State law prohibits Probation Services fees from being appropriated on a prospective basis.

410.0102 Juvenile Probation Services Fees: This revenue line item has increased from \$5,859 in the FY'2009 Adopted Budget to \$7,239 in the FY'2010 Recommended Budget. This revenue line item account projects the actual revenue to be generated from Juvenile Probation Services fees during FY'2010 plus Juvenile Probation Services fee funds not spent in 2009 that can be carried forward into 2010. State law prohibits Juvenile Probation Services fees from being appropriated on a prospective basis.

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410.0162 Community Services Fee: This revenue line item account has increased from \$11,690 in the FY'2009 Adopted Budget to \$90,000 in the FY'2010 Recommended Budget. This revenue line item previously accounted for the Court ordered one-time fee of \$25.00 to be paid by offenders when ordered to complete Community Service. Beginning with November of 2009 and continuing for FY'2010, the Community Service Fee will be a monthly fee at \$40.00 for the first month and \$25.00 thereafter until Community Service is completed.

EXPENDITURES

Materials and Supplies:

All of the Materials and Supplies line item accounts have been budgeted at the same dollar amount as approved in the FY'2009 Adopted Budget.

Contractual Services:

706.0001 Contract Services: This line item account has increased from \$40,000 in the FY'2009 Adopted Budget to \$43,528 in the FY'2010 Recommended Budget. This line item covers the contracts with Catholic Social Services for the Community Service liaison, counseling services, sex offender evaluation, evidence based practice and other services for adult offenders in the administrative sanctions/deferred prosecution program. This account will also fund individuals who are placed on electronic monitoring and are unable to pay the fees for the service.

718.0001 Schooling & Conferences: This line item account has increased from \$10,000 in the FY'2009 Adopted Budget to \$11,600 in the FY'2010 Recommended Budget. This line item is used to cover the Schooling & Conference expenses for the Adult Probation staff. Each adult probation officer is required to obtain 20 hours of training each year.

795.0003 Telephone: This line item account has been added to the Probation Fees Fund to pay for all wireless phone service for the department, including wireless lines for electronic monitoring.

Capital Outlay:

There are no capital expenditures budgeted for FY'2010.

Other:

999.0001 Interfund Transfer: This line item account has increased from \$90,000 in the FY'2009 Adopted Budget to \$200,000 in the FY'2010 Recommended Budget. This Special Justice Committee Meeting

transfer of funds helps to offset the shortfall in State salary reimbursement for the Adult Probation officers. It is not sustainable and will need to be addressed by generating more revenue into the Probation Fund or reducing the transfer out in future years. The Probation Fund balance as of December 31, 2008 was \$128,881.

Mr. Lindberg pointed out that there was a 670% increase in Revenue in the Community Services Fee line item. Ms. McCormick advised that this is for conditional discharge and court supervision clients, not probation clients. Since 1996 there has been a \$25 flat fee for anyone who is not on probation ordered to complete community service. There was a legislative mandate that if Court Services is supervising someone in any way, you can ask for \$25 per month for the supervision. Ms. McCormick indicated that when she found out other counties were charging this fee, she went to Judge Robb who conferred with the other judges. As of October 1st of this year, Court Services is ordering all community service clients on court supervision or conditional discharge to pay \$25 per month until their community service is completed. Ms. McCormick added that this Community Service Fee line item is the one line item that is most on track in terms of revenue because these are clients who can and do pay.

Mr. Hoselton asked how much electronic monitoring is done by the County. Ms. McCormick replied that the electronic monitoring is increasing. She indicated that there are individuals who are placed on electronic monitoring and GPS. Ms. McCormick stated that the Judges determine whether an individual is eligible for electronic monitoring.

Mr. Wendt asked what the charge is to the County for Electronic Monitoring. Ms. McCormick replied that the charge would depend upon the person's hourly rate of pay if they are employed and, if they are not employed, they would get a minimum wage. It would cost \$7.75 a day to be on electronic monitoring. Mr. Lindberg advised that by not being an early adopter of electronic monitoring in the State, it was possible to observe other counties' experiences using older technology. By the time the County was ready to institute electronic monitoring, the technology was better and it was possible to put most of the management burden back on the bracelet providers themselves. Mr. Lindberg concluded that by not being the first one's to use electronic monitoring, the County was able to get better technology and cost effectiveness.

Motion by Rankin/Rackauskas to recommend tentative approval of the Court Services Adult Probation Fee Services Fund – (0146-0022) FY'2010 Recommended Budget as submitted.

Motion carried.

Court Services – Multidisciplinary Domestic Violence Grant – 0160-0022 can be found on pages 97-99 of the Recommended Budget and pages 53-54 of the Summary. Chairman Renner stated that the revenue and expense for this budget is the same at \$33,948.

Highlights of the Recommended Budget:

The Multidisciplinary Domestic Violence Grant Fund 0160 is a Special Revenue Fund, which was established to account for the receipt and expenditure of a State Grant from the Illinois Criminal Justice Information Authority. This multidisciplinary grant was awarded to the State's Attorney's Office to provide funding to the State's Attorney, Court Services, the Sheriff's Department and Community-based agencies to initiate a multidisciplinary approach to domestic violence cases and issues within the community.

In the FY'2010 Recommended Budget, the Court Services Department is scheduled to receive \$33,948 of the total grant award. This grant award will fund the salary and benefit expense for 0.66 FTE Administrative Support Supervisor II (the Grant Coordinator) and Schooling and Conference expenses for the Probation Officers who handle the domestic violence cases.

Motion by McIntyre/Hoselton to recommend tentative approval of the Court Services – Multidisciplinary Domestic Violence Grant – (0160-0022) FY'2010 Recommended Budget as submitted.
Motion carried.

Children's Advocacy Center – 0129-0062 can be found on pages 220-223 of the FY'2010 Recommended Budget and pages 55-57 of the Summary. Chairman Renner stated that there is a 2.80% increase in this budget from \$509,799 in the FY'2009 Adopted Budget to \$524,061 in the FY'2010 Recommended Budget.

Highlights of the Recommended Budget:

REVENUE:

401.0001 General Property Taxes: This line item account remains at \$136,433 in the FY'2010 Recommended Budget. The Children's Advocacy Center is permitted by law to levy a property tax in an amount not to exceed a tax rate of \$0.0400 per \$100 of equalized assessed valuation.

410.0185 CAC Court Fees: This line item account was budgeted at \$73,026 in the FY'2009 Adopted Budget. 2009 was the first year for this new revenue source. Based Special Justice Committee Meeting

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on actual revenue since inception of this fee, the account has been increased to \$95,000 in the FY'2010 Recommended Budget.

407.0087 Illinois Criminal Justice Information Authority: This line item account will increase from \$87,479 in the FY'2009 Adopted Budget to \$99,430 in the FY'2009 Recommended Budget. This line item accounts for the grant funding to be received from the Illinois Criminal Justice Information Authority.

407.0088 DCFS – Child Welfare: This line item account has been budgeted at \$117,929 in the FY'2010 Recommended Budget; the same amount budgeted in the FY'2009 Adopted Budget. This line item accounts for the grant funding to be received from the Illinois Department of Children and Family Services.

410.0101 Child Protection Network: This line item account has decreased from \$95,283 in the FY'2009 Adopted Budget to \$75,620 in the FY'2010 Recommended Budget. This reflects the proposed grant funding to be received from the Child Protection Network.

EXPENDITURES:

Personnel:

There is No Change in the Full-Time Equivalent Staffing level in the FY'2010 Recommended Budget.

Materials and Supplies:

All Materials and Supplies line item accounts in the FY'2010 Recommended Budget have been budgeted at the same level or less as in the FY'2009 Adopted Budget.

Contractual Services:

All of the Contractual line item accounts in the FY'2010 Recommended Budget have been budgeted at the same level or less as in the FY'2009 Adopted Budget with the following exceptions:

790.0003 Office Rental: This line item was added to pay for satellite office rental in the FY'2009 Amended Budget and is budgeted at \$4,800 in the FY'2010 Recommended Budget.

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Capital Outlay:

833.0002 Purchase of Computer Equipment: This line item account includes funding for the purchase of PC workstation.

Motion by Rackauskas/Rankin to recommend tentative approval of the Children's Advocacy Center – (0129-0062) FY'2010 Recommended Budget as submitted.
Motion carried.

There being nothing further to come before the Committee at this time, Chairman Renner adjourned the meeting at 5:35 p.m.

Respectfully submitted,

Judith A. LaCasse
Recording Secretary