

**County Security Committee  
Tentative Minutes  
February 13, 2019**

1. Call Meeting to Order: Chairwoman Nordman called the meeting to order at 2:00 p.m. Present: Janes, McLester, Sparrow, Smith, Sulser and Youman. Others: Coroner Lou Finch, Sheriff Brian VanVickle, Corbitt and Typer.
2. Approval of Minutes – January 8, 2019: Motion by Sulser to approve the minutes as presented, 2<sup>nd</sup> by Youman. Motion carried.
3. Public Comment: None
4. Monthly Bills
  - Review of Department Billing: Motion by Smith that the credit card/department billing has been reviewed, 2<sup>nd</sup> by Youman. Youman questioned the bill for bottled water and asked to look at a filtration system for the new jail. He did not know if that would be more cost effective. Motion carried.  
Sheriff: \$3,669.94      Emergency Communications: \$1,168.89  
Corrections: \$2,747.17      OEMA: \$113.32
  - Sheriff: Motion by Sparrow to approve the bills totaling \$18,462.95, 2<sup>nd</sup> by Smith. Youman questioned why we do not look into using common vendors amongst the departments. Motion carried.
  - Emergency Communications: Motion by Smith to approve the bills totaling \$6,252.85, 2<sup>nd</sup> by Janes. Motion carried.
  - Corrections: Motion by Smith to approve the bills totaling \$17,301.88, 2<sup>nd</sup> by McLester. Motion carried.
  - OCEMA: Motion by Janes to approve the bills totaling \$1,339.98, 2<sup>nd</sup> by Sulser. Motion carried.
  - Coroner: Motion by Sparrow to approve the bills totaling \$7,949.93, 2<sup>nd</sup> by Janes. Motion carried.
5. Coroner Report: Coroner Lou Finch stated they have had 51 deaths since last month. The Grant Fund balance is \$3,656.97 and the Cremation Fund balance is \$5,841.39. Finch went over his request for an additional day employee; their daily workload is continuing to increase. Personnel Committee has approved/passed it on to the Finance Committee. Discussion was held regarding his staffing levels and job duties.
6. Sheriff Report: VanVickle stated their traffic numbers are down; mainly due to weather; however, their calls for service increased. They are short 4 patrol deputies and had to mandate work last month. He has not had to do that since he has taken office. VanVickle informed the Committee that Resource Officer Ruggeberg was recently named Teacher of the Week by WREX. He is located in the Meridian School district; VanVickle stated that since he has placed Ruggeberg there, the service calls have lowered. Both Meridian and RTHS school districts are pleased with the Resource Officers. VanVickle is looking into a grant for squad car cameras. The tower is complete and functioning.

7. Safety Report: None
8. Closed Session: None
9. New Business: None
10. Adjournment: With no further business, Chairman Typer adjourned. Time: 2:59 p.m.

Respectfully submitted,  
Tiffany O'Brien

# Ogle County Sheriff's Office

## Patrol Division Activity Report

January 2019

### Arrests

Traffic Arrests	<u>129</u>
DUI Arrests	<u>4</u>
Misdemeanor Arrests	<u>14</u>
Felony Arrests	<u>1</u>
Warrant Arrests	<u>10</u>
Total Arrests	<u>158</u>

### Accidents

Property Damage Accidents	<u>56</u>
Personal Injury Accidents	<u>13</u>
Fatality Accidents	<u>1</u>
Total Accidents	<u>70</u>

### Calls/Mileage/Fuel

Cases Solved by Follow Up	<u>24</u>
Civil Process Served	<u>144</u>
Calls For Service	<u>706</u>
Total Miles Patrolled	<u>28595</u>
Total Fuel Consumed	<u>2350</u>
Fleet MPG	<u>12.16</u>

# Ogle County Sheriff's Office

## Monthly Crash Totals – Front Desk

January 2019

<b>Total Accidents – No Injury</b>	<u>56</u>
<b>Total Accidents – With Injury</b>	<u>13</u>
<b>Total Accidents – With Fatality</b>	<u>1</u>
<b>Total Crash Reports</b>	<u>70</u>
<b>Total Desk Reports</b>	<u>3</u>
<b>Total Deer Reports</b>	<u>15</u>
<b>Total Persons Injured</b>	<u>15</u>
<b>Total Persons Killed</b>	<u>1</u>

Death Updates Through, Jan 8-Feb 13  
(County Board Date/Feb 19, 2019)

	Non-Hospice	Hospice
Home	3	28
Nursing Home	5	9
Hospital - ER		
Homicide		
Suicide		

- Autopsies:
1. Chavera – car crash
  2. Garza – Gunshot to head
  3. Witek – Natural Causes
  4. Tilton - OD
  5. Pena – Natural Causes
  6. Nasca - OD
- Total: 51

Total Deaths for the year of :	2019 67		
	2018 396		2004 321
	<b><u>2017 461</u></b>		2005 324
Calendar Year	2016 392		
	2015 389		
	2014: 429		
	2013: 438		
	2012: 414		
	2011: 344	<b>Autopsies: 2014 -25</b>	
	2010: 330	<b>2015 - 28</b>	
	2009: 334	<b>2016 -36</b>	
	2008: 307	<b>2017 -32</b>	
	2007: 312	2018 – 36	
	2006: 320	2019 - 08	

Date	Description	Deposit	Descr.	Amount	Fund	Grant
06/01/18						
06/01/18	Monies Deposited	\$400.00			\$3,353.26	\$5,516.88
06/01/18	Grant 05/01/18	\$4,477.00			\$3,753.26	\$9,993.88
06/01/18	Fischers		Office	\$93.80		
	Eco Water			\$42.95		
	Hinckley Water - Final Bill			\$20.97	\$3,595.54	
07/10/18	Eco Water			\$42.95		
	Fischers		Office	\$8.05		
	Hoffman Burial Supplies		Viscera	\$85.74		
	Monies Deposited	\$2,890.00			\$6,348.80	\$9,993.88
08/01/18	Body Cooler - Grant fund use			\$4,500.00	Grant	
08/06/18	Monies Deposited	\$900.00				
08/06/18	Eco Water			\$42.95		
	Fischers			\$599.95		
	Hoffman Burial Supplies			\$329.12		
	Vision Medical			\$790.02		
	Petty Cash			\$156.00	\$5,330.76	\$5,493.88
10/12/18	Monies Deposited	\$195.00				
10/31/18	Verizon		Phone/acc	\$219.52		
	Petty Cash			\$100.00	\$5,206.24	\$5,493.88
12/01/18	Annual Coroner's Dues/Medical			\$350.00		
	Fischers		Office	\$209.12		
	Hoffman Burial Supplies		String	\$107.10	\$4,540.02	\$5,493.88
01/29/19	Cremation Monies	\$2,300.00				
01/29/19	New Copier/Fax Machine			\$1,836.91	Grant	\$6,840.02
01/29/19	Steinhaus Supply	\$316.05	Morgue			\$3,656.97
01/29/19	Hoffman Burial Supplies	\$428.20	Gloves			
	Petty Cash	\$254.38			\$5,841.39	\$3,656.97

**2019 Budget Autopsies: \$31,000**

(Dr. fees, Waste Pickup, X-Rays)

December: \$2923.94

January \$2223.94

February \$5419.94

**Total: \$10,567.82**

**2019 Budget Labs: \$7000.00**

December: \$825.00

January: \$550.00

February: \$2318.00

**Total: \$3693.00**

**Coroner's Office  
Personnel  
Duties/Salaries  
Night Deputies**

**Coroner Deputy Duties:**

- On call hours 4:00 p.m. to 4:00 a.m. Monday – Sunday every other week
- Investigate unexpected, natural, and unnatural deaths /Determine if Natural, Accidental, Suicide, Homicide, or Undetermined
- Assist in autopsies/Clean and Disinfect Autopsy Room after each use
- Handle blood, needles, urine, feces, medications, etc... as situations arise
- Work closely with Law Enforcement, Fire and Ambulance, Funeral Homes, Nursing Homes, --- Doctors/Nurses, Hospice Agencies, Attorneys, Insurance Offices, Clergy, IEMA
- Complete all required paperwork for each individual death
- Inventory and secure all deceased property
- Attend additional training as needed or directed by Coroner
- Grief counseling for families at time of death and beyond
- Interview witnesses/relatives related to the deceased
- Participate or speak at Community Events (Mock Car Crashes, Rockford Airport, etc...)
- Make notification to families of death of a loved one/Also notification for other Counties
- Other duties that may arise
- Do not leave county when on call



**Coroner's Office/Personnel  
Duties/Salaries  
Chief Deputy : Jeanette Bennett**

**Secretarial Duties:**

- Perform all aspects of the IVRS (Illinois Vital Records System) for Ogle County deaths
- File all state mandated reports: SIDS, Boating Accidents, OSHA, Secretary of State, IL. Law Enforcement Training and Standards Board, Office of State Fire Marshall, and Illinois Dept. of Transportation.
- Organization of office bills and monies generated by the office/Petty Cash
- Hospice records, Inquest records, Permanent typed ledgers, Filing, Phone assistance
- Budget preparation
- Assist Insurance Companies, Law Offices, and Families in getting the appropriate paperwork needed to finalize affairs
- Ordering all supplies for office and the Morgue building (needles, body bags, gloves, etc...)
- All other Clerical duties as needed

**Coroner Deputy Duties:**

- On call hours
- Investigate unexpected, natural, and unnatural deaths /Determine if Natural, Accidental, Suicide, Homicide, or Undetermined
- Assist in autopsies/Clean and Disinfect Autopsy Room after each use
- Handle blood, needles, urine, feces, medications, etc... as situations arise
- Work closely with Law Enforcement, Fire and Ambulance, Funeral Homes, Nursing Homes, Doctors/Nurses, Hospice Agencies, Attorneys, Insurance Offices, Clergy, IEMA
- Complete all required paperwork for each individual death
- Inventory and secure all deceased property
- Attend additional training as needed or directed by Coroner
- Grief counseling for families at time of death and beyond
- Interview witnesses/relatives related to the deceased
- Participate or speak at Community Events (Mock Car Crashes, Rockford Airport, etc...)
- Make notification to families of death of a loved one/Also notification for other Counties
- Participate in Nuclear Exercises
- Unofficially on 24 hours, ie..Called in
- Other duties that may arise

**Coroner's Office  
Personnel  
Duties/Salaries  
Coroner's Deputy - Aaron Brown**

**Coroner Deputy Duties:**

**Shift: Monday – Friday                      4:00 AM to 4:00 PM**

- On call for weekends and vacations/secondary person for calls
  
- Attend, investigate, report unexpected, natural, and unnatural deaths
- Determine if natural, accidental, suicide, homicide or undetermined
- Make notification to families /loved ones of deceased
- Work with state, county, and local officials to make death notifications
- Interview witnesses, relatives, etc..related to nature of death
- Provide grief support for families at time of death and beyond
- Work closely with many other agencies/funeral homes/police/fire, etc.
- Often work in arduous, grotesque, dangerous, and unsettling environments
- Heavy lifting, exposure to rodents, insects and pets
- Working in unclean environments/driving in all weather conditions
- Handle blood, needles, urine, feces, and medication
- Inventory and secure deceased property
- Remain in county when on duty
- Complete and submit paperwork relative to each death call
- Prepare and assist in autopsies
- Arrange for monthly dep cleaning/sanitizing of autopsy room
- Participate in continuing education/training
- Attend annual firearm qualification

## 2019 Wages for Ogle County Coroner's Office

Coroner - \$68,289.00

Chief Deputy Bennett - \$39,627.58

Deputy Aaron Brown (Days) - \$35,385.82

Deputy Horner (Nights) - \$28,282.50

Deputy (Nights) – New Hire - \$28,282.50

Total Salaries : \$199,867.40