

**State's Attorney – Court Service – FOCUS House Committee
Tentative Minutes
November 13, 2018**

1. Call Meeting to Order: Chairman Finfrock called the meeting to order at 4:00 p.m. Present: Oltmanns, Sulser and Whalen. Others: State's Attorney Eric Morrow, Focus House Director Brenda Mason, County Clerk and Recorder Laura Cook, Gronewold, Director of Court Services Cindy Wendt, Susie Corbitt, Nordman and Typer. Absent: Colbert.
2. Public Comments: Susie Corbitt commented on attending Drug and DUI Court and was very impressed with all of the parties involved and encourages others to attend.
3. Approval of Minutes –
 - October 9, 2018: Motion by Finfrock to approve the minutes, 2nd by Sulser. Motion carried.
 - September 11, 2018: Finfrock was reminded the September minutes were held over last month and will need to be on the Agenda next month.
4. Monthly Invoices
 - State's Attorney: Motion by Sulser to approve the bills totaling \$6,833.31, 2nd by Whalen. Motion carried.
 - Probation: Motion by Oltmanns to approve the bills totaling \$60.43, 2nd by Whalen. Motion carried.
 - Focus House: Motion by Oltmanns to approve the bills totaling \$8,269.66, 2nd by Sulser. Motion carried.
5. Department Reports
 - State's Attorney
 - Budget Update: Morrow states the salary contingency has not been transferred so it does look like he is over in salaries.
 - Appellate Prosecutor Program: Morrow presents a resolution to participate in the Appellate Prosecutor Program which is very beneficial to the State's Attorney's Office. There is a cost for the program of \$18,000 for the year. Motion by Oltmanns to send this to the County Board, 2nd by Finfrock. Motion carried.
 - DUI Court Update: Morrow gives a brief update.
 - Probation
 - Budget Update: Court Services Director Cindy Wendt reports the Detention line item is over.
 - Office Reorganization: Wendt went before Personnel and Salary this morning to fill the Juvenile Probation Officer position and will be going before the Finance Committee this evening.
 - Risk Assessment Training: Wendt reports they have been in the process of training employees in the office.

- Focus House
 - Budget Update: Focus House Director Mason states everything looks good.
 - Strategic Plan: Mason gives an update on the planning meetings held with the stake holders for Focus House and came up with six goals.
 - Marketing and Public Relations: Mason has been speaking with various groups to inform them of Focus House and what programs they offer.
 - Part Time Personnel: Mason states there is a need for part-time positions to fill in for weekends, holidays, vacation and sick time.
6. Closed Session – At 4:30 p.m., motion by Whalen to go into Closed Session for Interviews for Planning Commission and Zoning Board of Appeals 5ILCS 120/2(c)(3) and Review of Closed Minutes 5ILCS 120/2(c)21, 2nd by Oltmanns. Roll Call: Finfrock – yes, Oltmanns – yes, Colbert – absent, Whalen – yes and Sulser – yes. Motion carried.
 7. Open Session – At 4:54 p.m., the committee returns to Open Session.
 - Motion by Oltmanns to approve the closed minutes from June 12, 2018 (content only – subject to State’s Attorney review of closed minutes, 2nd by Whalen. Motion carried.
 - Planning Commission Appointment: Finfrock asks for a motion for the appointment to the Planning commission. No recommendation for appointment.
 - Zoning Board of Appeals (Alt. 1) Appointment: Finfrock asks for a motion for the appointment to the Zoning Board of Appeals (Alt. 1). No recommendation for appointment.
 8. New Business:
 - Kishwaukee Drainage District Appointments: Motion by Oltmanns to recommend for reappointment Warren Ippen, Todd Glendenning and Roger Hickey to the Kishwaukee Drainage District, 2nd by Sulser. Motion carried.
 9. Old Business:
 - Reduction of County Board members: nothing new to report.
 10. Adjournment: With no further business, Chairman Finfrock adjourned the meeting. Time 4:57 p.m.

Respectfully submitted,
 Laura J. Cook
 County Clerk and Recorder