

**State's Attorney – Court Services – Focus House Committee  
Tentative Minutes  
January 8, 2019**

1. Call Meeting to Order: Chairman Finrock called the meeting to order at 3:00 p.m. Present: Corbitt, Fox, Oltmanns and Whalen. Others: Director of Court Services Cindy Bergstrom, Focus House Director Brenda Mason, State's Attorney Eric Morrow, Sulser, Kenney, Typer, Nordman, Youman, Smith, Ron Colson and Robert Urish.
2. Approval of Minutes – December 11, 2018: Motion by Whalen to approve the minutes as presented, 2<sup>nd</sup> by Oltmanns. Motion carried.
3. Public Comment: None
4. Monthly Invoices
  - State's Attorney: Motion by Fox to approve the bills totaling \$1,259.41, 2<sup>nd</sup> by Oltmanns. Motion carried.
  - Probation: None
  - Focus House: Motion by Corbitt to approve the bills totaling \$6,724.70, 2<sup>nd</sup> by Whalen. Motion carried.
5. Department Reports
  - State's Attorney
    - Budget Update: Morrow stated the budget looks fine.
    - SA Conference: Morrow stated he attended the conference last month in Chicago; it is a good training session and well attended by many State's Attorneys.
    - Software Training: Morrow stated they have had the software for a year now and are having some updated training sessions. It will be paid from dedicated funds.
    - 2018 Statistics: Felony – 232, Misdemeanors – 362, DUI – 163, Civil Law – Cannabis – 343, Traffic – 6,544. All have increased over 2017 stats except DUIs and Traffic.
  - Probation
    - Budget Update: Bergstrom stated it looks good and there is no one currently in detention.
    - Ongoing Office Reorganization Update: They have a new Juvenile Probation Officer that started yesterday and the new Adult Probation Officer will start in 2 weeks then they will be fully staffed.
  - Focus House
    - Budget Update: Mason stated it is good; she reminded them about the Tracker software maintenance cost.
    - Status of Strategic Plan: Mason stated it is going well; they will have a Stakeholders meeting next month.
    - Marketing & Public Relations: Mason will be visiting other counties and will have a conference call with Dept. of Juvenile Justice every other week.

- Discussion of Residential Counselor: The position is still vacant; Personnel Committee approved the replacement and it will go before the Finance Committee tonight.
- All Staff Meeting: Mason stated it has been a year since their last meeting; it is a good team building session.

Corbitt questioned the maximum capacity of the house; 10 children, currently have 3.

6. Closed Session – Interviews 5 ILCS120/2(c)(3): Motion by Corbitt to go into closed session, 2<sup>nd</sup> by Fox. Roll call: Yes – Whalen, Oltmanns, Corbitt, Fox, Finfrock. Motion carried. Time: 3:12p.m.
7. Open Session – Committee came into open session at 3:30 p.m.
  - ZBA 2<sup>nd</sup> Alternate: Motion by Oltmanns to recommend Robert Urish for the ZBA 2<sup>nd</sup> Alternate vacancy, 2<sup>nd</sup> by Corbitt. Motion carried.
  - Regional Planning Commission: Motion by Oltmanns to recommend Dennis Probasco for the Regional Planning Commission vacancy, 2<sup>nd</sup> by Whalen. Motion carried.
8. New Business – Election of Committee Vice-Chairman: Corbitt nominated Oltmanns for Vice-Chairman, 2<sup>nd</sup> by Fox. Motion carried.
9. Old Business – Reduction of the Number of County Board Members Update: Finfrock stated County Clerk Cook received a response from UCCI; email was forwarded out to the Committee. They will discuss it next month; however, no action can be taken until 2020.
10. Adjournment: With no further business, Chairman Finfrock adjourned. Time 3:45 p.m.

Respectfully submitted,  
Tiffany O'Brien