

**State's Attorney – Court Services – Focus House Committee
Tentative Minutes
June 11, 2019**

1. Call Meeting to Order: Chairman Finfrock 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, Typer, Asp and Nordman.
2. Approval of Minutes – May 14, 2019: Motion by Oltmanns to approve the minutes as presented, 2nd by Corbitt. Motion carried.
3. Public Comment: None
4. Monthly Invoices
 - State's Attorney: Motion by Fox to approve the bills totaling \$3,251.06, 2nd by Corbitt. Motion carried.
 - Probation: None
 - Focus House: Motion by Oltmanns to approve the bills totaling \$38,262.27, 2nd by Whalen. Mason pointed out that the CASA donation and cameras for the Miller House contributed to the high amount. Motion carried.
5. Department Reports
 - State's Attorney
 - Budget Update: Morrow stated the budget looks good.
 - Project OPEN (Opioid Prevention Engagement Network): Morrow stated this is an on-going topic and they are hoping for some funding from the grant for Drug Court.
 - Drug Court National Conference: The conference is in July.
 - Other: Morrow stated the Food Truck Festival was a big success; 2 vendors sold out. Morrow stated several graduates came out to support the cause.
 - Probation
 - Budget Update: Bergstrom stated it looks good.
 - Policies Update: This is an on-going process as they work through all the manuals.
 - Management Systems & Tracker Training: The data management system has integrated with the assessment program; they currently are being trained.
 - Replacement: Bergstrom informed the Committee that she has had a resignation of an Adult Probation Officer; it is a much-needed position. It is reimbursed by the State. The position handles about 80-100 pre-trial cases along with the normal caseload. Consensus of Committee to fill the vacancy.
 - Union Negotiations: Bergstrom stated the negotiations would be starting soon; contract expires November 30th.

- Focus House
 - Budget Update: Mason stated everything looks good; maintenance line will be a negative but she was instructed to continue as normal and it will be corrected at the end of the budget cycle.
 - Miller House Update: The remodel is moving along; water damage has been fixed and they are finishing the painting. They will be planning an Open House once everything is complete.
 - New Referrals: They continue to receive inquiries for the Miller House; there will be a few Ogle County kids and some from Rock County, WI.
 - Recruitment for Miller House: They are hiring 4 full-time and 4 part-time employees; interviews will be conducted soon.
 - Other: Mason informed the Committee that Rochelle Emergency Management Team approached her; they are looking for a relocation site in case of a school evacuation. She was also approached by Health Dept. employee Jaeger about the emergency plan and inquiring if Focus House would be a closed point of distribution for medical supplies in the event of an emergency.
6. Closed Session – Interviews 5 ILCS120/2(c)(3): Motion by Whalen to go into closed session, 2nd by Corbitt. Roll call: Yes – Whalen, Fox, Oltmanns, Corbitt, Finfrock. Motion carried. Time: 3:28 p.m.
 7. Open Session – Committee came into open session at 3:44 p.m.
 - Motion by Oltmanns to recommend Lorraine Reiss for the Housing Authority Board vacancy, 2nd by Whalen. Motion carried.
 - Motion by Whalen to recommend Douglas Kroupa for the Civic Center Authority Board vacancy, 2nd by Oltmanns. Motion carried.
 - Motion by Whalen to recommend Mary E. Gomez for the Civic Center Authority Board vacancy, 2nd by Corbitt. Motion carried.
 8. New Business – Yearbook Update: Consensus of Committee to leave the yearbook committee verbiage as is.
 9. Old Business: None
 10. Adjournment: With no further business, Chairman Finfrock adjourned. Time 3:47 p.m.

Respectfully submitted,
Tiffany O'Brien