

**State's Attorney – Court Services – Focus House Committee  
Tentative Minutes  
May 14, 2019**

1. Call Meeting to Order: Chairman Finfrock called the meeting to order at 3:00 p.m. Present: Fox, Oltmanns (arrived at 3:38) and Whalen. Others: Focus House Director Brenda Mason, State's Attorney Eric Morrow, Griffin, Typer, Kenney, Gouker, Nordman (arrived at 3:38) and Janes (arrived at 3:35). Absent: Corbitt and Director of Court Services Cindy Bergstrom.
2. Approval of Minutes – April 9, 2019: Fox informed the Committee that the minutes were not available on the website; Finfrock tabled until next month.
3. Public Comment: None
4. Monthly Invoices
  - State's Attorney: Motion by Whalen to approve the bills totaling \$3,511.71, 2<sup>nd</sup> by Fox. Motion carried.
  - Probation: None
  - Focus House: Motion by Whalen to approve the bills totaling \$9,570.32, 2<sup>nd</sup> by Fox. Motion carried. Motion by Whalen that the credit card/department billing for \$833.42 has been reviewed, 2<sup>nd</sup> by Fox. Motion carried.
5. Department Reports
  - State's Attorney
    - Budget Update: Morrow stated the budget looks fine.
    - Project OPEN (Opioid Prevention Engagement Network): Morrow stated he has been active in the project along with Ogle & Lee counties and KSB Hospital. They are hoping to receive some funding from the grant for Drug Court.
    - Drug Awareness Month: May is drug awareness month; there will be a resolution for the County Board. Morrow and others from the program have been speaking to various communities; 3 graduates from Rochelle told their stories at the graduation.
    - Records Retention: Morrow stated that last week they had a shredding company come in to destroy the records that were approved by the State. His employees went through all the files and decided what should be retained or not.
  - Probation: No report
  - Focus House
    - Budget Update: Mason stated everything looks good.
    - Foundation on Focus House Funding: Mason stated the Foundation has committed \$20,000 for the Miller House renovation.
    - AOIC Email: Mason stated the AOIC Supervisor of Probation emailed the entire State with a recommendation and approval of the Focus House programs. Mason stated they have worked hard on restructuring the programs.

- New Referrals: They continue to receive referrals and a lot of interest is being shown for the Miller House.
  - Foundation Building Fund: The Foundation has started a building fund and will continue to fundraise for the project.
  - Other: Mason stated they would be accepting applications soon for the Miller House, 4 part-time and 4 full-time. They will be looking for applicants that have a minimum of an Associate's degree. They hope to have the full-time positions filled by July 1<sup>st</sup> to give plenty of time for training; kids will be placed August 1<sup>st</sup>.
6. Closed Session – Interviews 5 ILCS120/2(c)(3) & Closed Minutes 5 ILCS120/2(c)(21): Motion by Fox to go into closed session, 2<sup>nd</sup> by Whalen. Roll call: Yes – Fox, Whalen, Finfrock. Motion carried. Time: 3:22.m.
7. Open Session – Committee came into open session at 3:57 p.m.
- Motion by Fox to approve the content of the closed minutes from November 13, 2018, January 8, 2019, February 13, 2019, March 12, 2019 and April 9, 2019, 2<sup>nd</sup> by Whalen. Motion carried
  - Motion by Whalen to recommend Galen Bennett for the Board of Review vacancy, 2<sup>nd</sup> by Oltmanns. Motion carried.
  - Motion by Whalen to recommend Paula Diehl for the Board of Review vacancy, 2<sup>nd</sup> by Fox. Motion carried.
  - Motion by Oltmanns to recommend David Williams for the Zoning Board of Appeals vacancy, 2<sup>nd</sup> by Fox. Motion carried.
  - Motion by Whalen to recommend Mark Hayes for the Zoning Board of Appeals vacancy, 2<sup>nd</sup> by Fox. Motion carried.
8. New Business: None
9. Old Business: None
10. Adjournment: With no further business, Chairman Finfrock adjourned. Time 4:00 p.m.

Respectfully submitted,  
Tiffany O'Brien