Circuit Clerk & State's Attorney Committee
Tentative Minutes
April 10, 2012

1. Call to Order: Chairwoman Kilker called the meeting to order at 1:00pm. Present: DeArvil, Gouker (arrived at 1:11), Janes and Colbert. Others: Simms, Gronewold, Circuit Clerk Ron McDermott, Asst. State's Attorney Michael O'Brien, Marty Typer, Zach Oltmanns, Glenn Baldwin, David Hughes, David Drake, Brian Stuart and Rayetta Nelson. Absent: Kenney and Welty.

2. Interview/Appointments: Motion by DeArvil to go into closed session for the purpose of interviews per 5 ILCS 120/2 (c)(3), 2nd by Janes. Roll call: DeArvil-yes, Janes-yes, Colbert-yes, Kilker-yes. Motion carried. Time: 1:01 p.m.

   Committee came out of closed session at 2:06 p.m. Motion by DeArvil to recommend David Hughes to the vacancy on the Oregon Fire Protection District board, 2nd by Colbert. Gouker stated he will abstain from voting due to the fact that he missed the first interview. Roll call: DeArvil-no, Janes-no, Colbert-no, Kilker-no. Motion defeated. Motion by Janes to recommend Brian Stuart to the vacancy on the Oregon Fire Protection District board, 2nd by Colbert. Roll call: Janes-yes, Colbert-yes, DeArvil-yes, Kilker-yes.
   Motion carried. Motion by DeArvil to recommend David Drake to the vacancy on the Forreston Fire Protection District board, 2nd by Janes. Motion carried.
   Motion by DeArvil to recommend Glenn Baldwin to the vacancy on the Lost Nation/New Landing River Conservancy District board, 2nd by Janes. Motion carried.
   Motion by Janes to recommend Rayetta Nelson to the vacancy on the Leaf River Fire Protection District board, 2nd by Colbert. Motion carried.

3. Approval of Minutes: March 2012: Motion by Colbert to approve the minutes as presented, 2nd by DeArvil. Motion carried.

4. Public Comment: None

5. Approval of Monthly Invoices:
   - Circuit Clerk: Motion by DeArvil to approve the bills in the amount of $5,233.70, 2nd by Janes. Motion carried.
   - State's Attorney: Motion by DeArvil to approve the bills in the amount of $2,469.73, 2nd by Colbert. Motion carried.

6. Departmental Reports:
   - Circuit Clerk: Circuit Clerk McDermott presented an ordinance increasing the Court Automation and Document Storage Fees from $10 per case to $15 per case. DeArvil questioned the revenue that would be generated; McDermott stated roughly $25,000 a year. Gouker questioned the current fund balances; McDermott stated between the two funds approximately $150,000 however he has a meeting scheduled for tomorrow to discuss the immediate need for a new server which will be paid for by these funds. Gouker questioned if a cost study has been done; McDermott stated he has not however majority of the clerks' time is used in the automation/storage process of a case. Motion by DeArvil to recommend approval of the ordinance to the County Board for adoption, 2nd by Janes. Motion carried.

     Circuit Clerk McDermott also mentioned that everyone is invited to the press conference today at 3:00 p.m. regarding cameras in the courtroom.

- State's Attorney: Asst. State's Attorney O'Brien stated he has nothing new to report on as far as any legislative updates or pending litigations.

7. New Business:
    - Uncollected fees & fines: Discussion was held and Asst. State's Attorney O'Brien stated he is continuing to collect data for the report. He stated progress is being made regarding the collection of fines.
    - Appointment Policy: O'Brien stated that State's Attorney Roe has received feedback regarding the proposed policy and recommends taking the policy before the Executive Committee since it involves other committees as well. He suggested the policy be a general County Board policy.

8. Old Business: None

9. Adjournment: With no further business, Chairwoman Kilker declared the meeting adjourned. Time: 2:34p.m.

Respectfully submitted,
Tiffany O'Brien