# Judiciary & Circuit Clerk / Juvenile & Probation Committee Meeting

## May 12, 2009

## Tentative Minutes

1. Call to Order: Chairman Maggie Nye called the meeting to order at 3:04 p.m. Present: Kim Stahl, Skip Kenney, Bobbie Colbert, Mel Messer and Bob DeArvil. Others: Ed Rice, Circuit Clerk Marty Typer, Deputy Director of Court Services Frank Mallory and Don Conn. Absent: Kim Gouker.

2. Approval of Minutes: April 14, 2009: Motion by Kenney, 2nd by Colbert to approve the minutes. Motion carried.

3. Public Comment: None

4. Consideration of Monthly Invoices: Motion by Kenney, 2nd by Messer to approve the Focus House bills in the amount of $1,447.70. Motion carried.

   Motion by Colbert, 2nd by DeArvil to approve the Probation bills in the amount of $4,030. Motion carried.

   Motion by DeArvil, 2nd by Colbert to approve the Circuit Clerk bills in the amount of $5,356.67. Motion carried.

5. Department Reports:
   a. Probation: Mallory states they are still waiting to hear back from the vendor on the computer system hook-up with Sheriff's Dept. He also stated the Juvenile Diversion Program resolution increasing the fee from $2 up to $4 will be presented to the Board on Tuesday. Mallory also distributed the annual report and mentioned that it will be distributed to the County Board on Tuesday as well.

   b. Focus House: Mallory stated the census is low, 15 Ogle County residences and 5 out-of-county residence. He mentioned that they will have to lay-off some part-time employees, hopefully it is only temporary.

   c. Ogle County Reporting Center: The total for April and May has remained at 8 individuals.

   d. Circuit Clerk: Typer informed the Committee that he has received his first check from the self-help station grant and will be discussing the handling method of this check with the County Administrator. He also informed the Committee that Greg Martin has been accepted to the CASA Executive Board.

6. New Business: None

7. Old Business: Kenney makes a comment on the procedure for reporting travel/mileage reimbursement and why some offices use forms and others turn in hand-written requests. Typer states that if a form is incorporated into the policy manual, he will use it. The issue will be brought up with the County Administrator.

8. Adjournment: Since no further business was before the Committee, Chairman Nye declared the meeting adjourned. Time: 3:40 p.m.

Respectfully submitted,
Tiffany O'Brien