

**State's Attorney – Court Services – Focus House Committee**  
**Tentative Minutes**  
(Remote Attendance due to COVID-19 Crisis)  
**November 10, 2020**

1. Call Meeting to Order: Chairman Finfrock called the meeting to order at 3:00 p.m. Present via audio: Corbitt, Fox, Oltmanns and Whalen. Others via audio: Director of Court Services Cindy Bergstrom, Focus House Director Brenda Mason and Mike Rock. Others: IT Manager Larry Callant and Nordman. Absent: State's Attorney Eric Morrow.
2. Approval of Minutes – October 13, 2020: Motion by Oltmanns to approve the minutes as presented, 2<sup>nd</sup> by Corbitt. Roll call: Yes – Oltmanns, Whalen, Fox, Corbitt, Finfrock. Motion carried.
3. Public Comment: None
4. Monthly Invoices
  - State's Attorney: Motion by Whalen to approve the bills totaling \$1,522.27, 2<sup>nd</sup> by Oltmanns. Roll call: Yes – Whalen, Fox, Corbitt, Oltmanns, Finfrock. Motion carried.
  - Probation: Motion by Corbitt to approve the bills totaling \$240.00, 2<sup>nd</sup> by Whalen. Roll call: Yes – Fox, Corbitt, Oltmanns, Whalen, Finfrock. Motion carried.
  - Focus House: Motion by Whalen to approve the bills totaling \$3,625.69, 2<sup>nd</sup> by Corbitt. Roll call: Yes – Corbitt, Oltmanns, Whalen, Fox, Finfrock. Motion carried.
5. Department Reports
  - State's Attorney: None
  - Probation
    - Budget Update: Everything looks on track.
    - Department Update: Bergstrom reminded Finfrock that she is still waiting on his signature for the Detention Contract. They have one employee left to go through the mandatory training. She has been busy with the yearly evaluations.
  - Focus House
    - Budget Update: Everything is good.
    - Department Update: Mason stated everything is going good and she tries to keep in contact with Health Dept. regularly. They have taken a few extra measures and more will likely be implemented if the Region falls back a phase. They currently have 8 residents, 5 at the farm and 3 at Miller House. Out of the 8, 5 are in-county kids. Fox requested a yearly statistics report.
6. Closed Session – Interviews 5 ILCS 120/2(c)(3): Motion by Whalen to go into closed session, 2<sup>nd</sup> by Oltmanns. Roll call: Yes – Oltmanns, Whalen, Fox, Corbitt, Finfrock. Motion carried. Time 3:15.m. Power outage caused a pause in closed session; resumed closed session at 3:43 p.m.

Committee came into open session at 3:51 p.m.

Motion by Corbitt to recommend Brenda Crabel for the Byron Museum Board vacancy, 2<sup>nd</sup> by Oltmanns. Roll call: Yes – Oltmanns, Corbitt, Finfrock. Motion carried.

7. New Business: None

8. Old Business: None

9. Adjournment: With no further business, Chairman Finfrock adjourned. Time 3:52 p.m.

Respectfully submitted,  
Tiffany O'Brien