

WILL COUNTY BOARD
JUDICIAL COMMITTEE MEETING
MINUTES

April 5, 2011

8:30 a.m.

302 North Chicago Street
County Board Committee Room
Joliet, Illinois 60432

CALL TO ORDER

Mrs. Dralle called the meeting to order at 8:31 a.m.

ROLL CALL

Present were Members: Kusta, Argoudelis, Hart, Stewart, and Dralle.

Absent were Members: Howard and Traynere

Also Present: Chief of Staff Bruce Friefeld; Deputy Chief of Staff Melissa Johannsen;
Co. Executive Chief of Staff Nick Palmer

Present from State's Attorney's Office: Melanie Manning and Mary Tatroe

PLEDGE OF ALLEGIANCE

Mr. Stewart led the committee in the pledge of allegiance.

APPROVAL OF MINUTES

A motion was made by Mr. Kusta, second by Ms. Hart, to approve the minutes of February 1, 2011. All in favor. MOTION CARRIES.

OLD BUSINESS

Administrative Adjudication Update

- a. Proposed Revenues and Expenses**
- b. Adjudication Hearing Officers Recommendation**
- c. Software Vendor Recommendation**
- d. Proposed Ordinances**

This was discussed after Integrated Justice Update.

Integrated Justice Committee Update

Mr. Palmer advised the committee that this is part of the \$100,000.00 federal grant. They are meeting on Thursday at 1 p.m. He would like to come back next month to provide the committee with their progress. June is the targeted date.

Administrative Adjudication Update

a. Proposed Revenues and Expenses

Ms. Lyne distributed expense and minimum revenue estimates to the committee members. She advised this was a spreadsheet regarding projected expenses on an annual basis. It contains expense components and revenue. The green highlighted items are not estimated. Reviewed those not in courtroom which is 75% of all cases; 1/3 sheriff mail in; 25% is the \$10.00 minimum fee. \$77,000.00 per year revenue is projected.

Mr. Rafac reviewed the operation costs which include the hearing officer, deputies, either retired or existing. He has estimated the benefits costs based on this information. He has excluded health insurance because it is either a retiree, overtime or an existing person. We would hire one administrative clerk for an average of 10 hours per hearing and the receipt clerk function would be done through his office at least initially. We would flex people's schedules so that we would not have overtime and they would work into the evenings on those 2 nights. That would be revisited once we see the magnitude of the program. Sustain software would be the virtual server with upgrades to our virtual server environment, buying 2 laptops for the administration, power laser printer, receipt laser printer and eventually a back up projector. We would have to purchase laptops going out so in the 3rd/4th year of the program we would purchase another laptop. Land Use at this time was not interested in laptops at this time but he has pricing included. Also included is miscellaneous supplies and postage.

Mr. Rafac stated it would be costing approximately \$82,000.00 per month this is generating at the current case load. The biggest difference is those that mail in and those that come to court. If we see a large increase in mail ins and only paying the \$10.00 processing fee, then the administrative costs are not going to come as close as it is now. We are almost at break even after the first year of operation and after the initial investment in the software. The Health Department and Animal Control are already receiving some revenue so we held them at that level. The net problematic revenues would be approximately \$185,000.00 per year.

Ms. Lyne explained that the items in the blue which is the number of cases that each of the departments have estimated will come through administration adjudication on an annual basis. These are base numbers and do not include what is at the bottom of the chart in green because the Sheriff can write violations through this program for the first time we didn't have any estimates to include about how many of those cases would come through this program. The base fines in the yellow box are based on the ordinances for different department violations, such as Land Use which indicates the minimum fine is \$100.00 up to \$500.00; the Sheriff's towing is \$125.00. The Health Department is a minimum of \$100.00 up to \$1,000.00

and Animal Control is \$75.00 up to \$250.00. Violators are not always fined under the base fine, they may have had multiple violations, etc. and could be charged at the higher rate.

Mr. Kusta inquired why the benefits to the deputies are required.

Mr. Rafac replied that these are existing people and we wanted to project all the costs. We are recommending 2 deputies and it would be the responsibility of the administration adjudication to pay the costs and not be incurred by capital funds.

Mr. Argoudelis was glad to hear they were including retired deputies as it will keep costs down.

Mr. Rafac advised that if we change the parameters, we would change all the figures.

Ms. Lyne stated that regarding Land Use cases, the majority of violators would have to come in for a hearing where parking tickets may only be a mail in.

Mrs. Dralle stated that it was the intent of the administration adjudication to be self-sustaining and not look for capital funds.

Ms. Lyne informed the committee that this process would be removing 1,193 cases from the court system.

b. Adjudication Hearing Officers Recommendation

Mrs. Dralle stated that the RFQ was released 3 times and included placement in the Chicago Bar Association, the Will County Board Association, the website and newspapers.

Ms. Lyne stated there were a total of 12 applicants. 9 were received on the 3rd posting. She advised that 6 candidates were interviewed. Those doing the interviews were Ms. Lyne, Ann Dralle, Elizabeth Dunne, Bruce Friefeld and Sgt. Contro.

Mr. Argoudelis inquired about the criteria for selection and noticed that the applicants had proposed the compensation.

Ms. Lyne explained that prior administration adjudication experience was required and advised that the 2 placed for recommendation have that experience. She also advised that they would begin compensation on the lower end.

Mr. Friefeld advised that all the lawyers were fine; they presented adjudication experience and the 2 selected had different mindsets and perspectives at how they would handle situations.

Mrs. Dralle stated they reviewed their different perspectives; have common sense approach; practicability and experience. She requested that this consultant recommendation move forward.

A motion was made by Mr. Kusta, second by Mr. Argoudelis, to place a resolution on the County Board Agenda authorizing the County Executive to negotiate agreements with Stephanie Posey and Stan Pagorek as administration adjudication hearing officers. All in favor.

MOTION CARRIES.

c. Software Vendor Recommendation

Mr. Shay explained that Sustain system self scoring was 2730; MSI's was 2480. It turns out that Sustain scoring was accurate and had all the components. MSI had 44 elements to add which would take about 9 to 12 months. Regarding juveniles, MSI did not treat them any differently; Sustain has a court system which would be dialed back to fit administration adjudication. Sustain had better on line tools.

Mr. Shay stated that the software review committee recommends purchasing Sustain software under scenario 1 at a cost of \$226,000.00.

Mrs. Dralle asked if Land Use could utilize any of the other components.

Mr. Piwowarski stated that Land Use would like to move off their current system and that Sustain may be able to consolidate the data.

Mr. Shay stated that Sustain is NIEM compliant which is the national information exchange model.

Mr. Argoudelis commented that in reviewing the charts, Sustain already has items in place but there is a big price difference. He stated that new systems come out all the time and inquired what is the advantage to buying versus leasing.

Mr. Shay replied that the end wear complaint – no hardware compliance. If we lease and we do not renew, then we have nothing. Purchasing would provide us with negotiating power. MSI does not include some services that we want and would cost more. Sustain has drop down menus for changes at no additional cost which MSI does not.

Mr. Piwowarski stated that the maintenance fee is higher but we would receive all of the benefits as the software is improved.

A motion was made Mr. Stewart, second by Mr. Kusta, to place a Resolution on the County Board Agenda authorizing the County Executive to negotiate an agreement with Sustain, scenario #1 for purchasing of software. All in favor. MOTION CARRIES.

d. Proposed Ordinances

Mrs. Dralle advised that the revised proposed ordinances were distributed earlier in the meeting.

Ms. Lyne recommended that the committee members review these ordinances and provide any comments or questions.

Mr. Friefeld suggested that if there are any questions or concerns to e-mail them to the County Board office by April 26th so we can compile a list of the questions in an attempt to have the answers in order to save time.

Integrated Justice Committee Update

Discussed earlier in the meeting.

JMS

Mr. Piwowarski stated that there is an update in the packet. We have negotiated and signed a contract with New World to start the project. In our analysis we looked at additional funding that will be needed for the project. We returned last month to the Finance Committee and thanks to the support of the members, additional funding was approved so we can now move forward. We can obtain a robust version which will save the County some funding and possibly \$39,000.00 in consolidating other software which will mean additional future savings. His target date to replace the current system is the end of October, 2011. It is a very aggressive time table but it will depend on when New World will have a team ready to begin working with us. Hopefully, we will have an answer with them within the next week.

Other Old Business

NEW BUSINESS

Request to Renew Food Service Bid at River Valley

Mrs. Dralle introduced Toni Johnson and Deb Miklic from River Valley and explained that a few years ago, the Chief Judge and River Valley Juvenile Facility staff determined that the needs of the juveniles being detained would best be served by the installation of a kitchen where meals could actually be prepared. It would improve the dietary standards for the juveniles rather than doing a heat and serve which we were doing previously. She inquired what the population of River Valley was right now.

Ms. Miklic replied that we are in the mid 30's to low 40's.

Mr. Kusta inquired where we max out at and the reply was 102.

Mr. Kusta inquired how many were from Kankakee and how many pods were used.

Ms. Miklic advised that Kankakee population is probably about 5 or 6 although they have 25 beds. We also have Grundy County youth there as well. She stated that all of the pods are used because they are separated out depending on age and gender. We also accept 17 year olds now.

Mr. Kusta, for clarification, inquired of the 30+ total that does that include the 6 or 7 from Kankakee.

Ms. Miklic replied yes, it includes Kankakee, Grundy and Will counties. She advised that throughout the state there is a lower population at this time also.

Mrs. Dralle asked if the lower population could be due to other programs that are available for the juveniles.

Ms. Miklic agreed, stating the youths are arrested but do not go through the court system and we also have juvenile drug court program now.

Purchasing Director Rita Weiss explained that this was the 3rd year renewal for the food service bid at River Valley. This will be our final year so by the end of summer this year we will be beginning the process to go out to bid again. This contract took effect February 2nd, 2011 and will run through February 1, 2012. It is with Aramark Correctional Services. They sent their letter of agreement with a minimal CPI increase of 1.28%. Assistant State's Attorney Michael Woods has reviewed it and ISBE. This has to be approved by the state board of education as well which caused some delay in moving this forward. We would like to extend this contract for the next year.

Mr. Argoudelis stated, based upon their chart regarding the population of the center, the range under 54 is \$3.714 and raising it to \$3.761 which is not the 1.28%. Therefore, we would pay the 1.28% increase.

Ms. Miklic replied that there was a problem in the very beginning when the renewal came through because there were some guidelines that changed on Aramark's part and we sent it to the state. Denise Lefevor with the State Board of Education gave the final approval on the numbers and we also dealt with ASA Woods who dealt with her. The CPI is something they looked at closely and this is what they approved.

Mr. Rafac clarified that the CPI is 1.265% so the increase from the current level to what is the 2011 level is 1.265% and is rounded to 1.28%.

Ms. Weiss stated originally, the paperwork from Aramark raised the pricing for the lower population and the ISBE would not approve that so we renegotiated and came up with that set price of \$3.761 for any population under 54.

Ms. Miklic advised that we had to change some of our protocol in the County to accommodate the state's rules and regulations. One of the caveats in the contract is that it has to be based on the CPI as of November 30th of the preceding year.

Mr. Argoudelis reviewed that we had a 3 year contract and we have the option to renew it annually. After this current year we will go out to bid.

Ms. Miklic stated that it is a one year contract with 2 one year renewals. There were a lot of nuances with this bid because we have to follow some of the state's guidelines and we incorporated them into the County's purchasing ordinance specifically for this.

Mr. Stewart inquired if any of this is with the Health Department.

Mrs. Dralle advised that the Health Department is still providing counseling services to River Valley.

Ms. Miklic stated that we have 2 grants that allow us to provide mental health services. They have a psychologist, a social worker, post doctoral and pre doctoral residents as well as utilizing the Health Department.

A motion was made Mr. Kusta, second by Mr. Stewart, to place a Resolution on the County Board Agenda authorizing the County Executive to renew the food service bid at River Valley Juvenile Detention Center. All in favor. MOTION CARRIES.

ANNOUNCEMENTS BY THE CHAIRMAN

Mrs. Dralle encouraged all committee members to review the draft ordinances in order to move it forward next month.

EXECUTIVE SESSION

ADJOURNMENT

A motion was made by Mr. Argoudelis, second by Mr. Kusta, to adjourn the meeting at 9:25 a.m. All in favor. MOTION CARRIES.