

**State's Attorney - Court Services - FOCUS House –
Judiciary & Circuit Clerk and Public Defender Committee
Tentative Minutes
November 14, 2023**

1. Call Meeting to Order: Chairperson Corbitt called the meeting to order at 11:00 a.m.
2. Roll Call - Present: Billeter, Huber, Larson, Simms, Oltmanns, Smith and Corbitt. Others Present: Finfrock, Nordman, Director of Court Services Cindy Bergstrom, Brenda from FOCUS House, Arlene Sangmeister.
3. Approval of Minutes – October 10, 2023. Motion by Smith to approve the minutes, 2nd by Oltmanns. Motion carried.
4. Public Comment: None.
5. Monthly Invoices:
 - Judiciary: \$7,154.40 - Motion by Billeter to approve, 2nd by Simms. Motion carried.
 - Public Defender: \$5,162.13 - Motion by Larson to approve, 2nd by Oltmanns. Motion carried.
 - Circuit Clerk: \$1,434.32 - Motion by Oltmanns to approve, 2nd by Larson. Motion carried.
 - State's Attorney: \$5,227.88 - Motion by Smith to approve, 2nd by Billeter. Motion carried.
 - Probation: \$175.00 – Motion by Larson to approve, 2nd by Oltmanns. Motion carried.
 - FOCUS House: \$10,941.45 - Motion by Simms to approve, 2nd by Smith. Motion carried.
6. Department Reports:
 - Judiciary - None
 - Public Defender – Public Defender Kathleen Isley stated things are going fine in the office, a full time attorney will be leaving at the end of December. They are in the early stages of the process to fill the position. There are two individuals interested at this time. Isley is looking to be able to use the money from the State they were provided as part of the salary for a new hire. No change in the building with the offices.
 - Circuit Clerk – Circuit Clerk Kim Stahl provided a department update via email which Corbitt read to the committee. Circuit Clerk Kim Stahl stated she submitted for more postage money to ensure they have funds through November 30, 2023. Scanning project is still going; 2nd hard drive of images from a truckload send should be received soon. Collections number is at \$129,230. Union contracts are currently still being negotiated, currently there is not a completion date. She is utilizing the free attorney provided by the Administrative Office of Illinois Courts. The attorney has been very helpful throughout this process.
 - State's Attorney – Mike Rock states new attorney has started. The office has reconfigured the distribution of cases. Each attorney can now handle any type of case. Budget update, a new desk has been purchased for the office. Two employees attended a DUI training, more staff to be trained in the future. Smith asked for an update on the bonding option. State's Attorney Mike Rock walked through multiple situations. Simms asked about a specific arrest, Mike Rock explained outcomes.
 - Probation - Director of Court Services Cindy Bergstrom stated they have an open position they are actively working through the process to fill. Bergstrom and two other officers attended training and are now certified in Natural Response Control Tactics. Those certified will be providing training to their department, then throughout the circuit and may help with the Statewide trainings as well. Bergstrom states they are OC instructors as well; they will be recertifying their employees to be able to carry OC spray. The amount of detentions has increase at this time, hoping the budget

for next year is allotted enough. Smith asked for clarification on the training the employees received. Bergstrom expanded on their training and discussed the tool options available for safety of all involved.

- FOCUS House – FOCUS House Director Brenda Mason informed the committee they have their review with the Administrative office over the upcoming two days. She explained what the review entails per committee members asking a few questions. They will receive a report 6-8 weeks post review with suggestions or changes needed. First time in 5+ years a youth to youth altercation occurred. Brenda talked through the situation and the steps taken that were used to resolve the situation. Smith asked about an update on land or building expansion. Brenda Mason mentioned overall that it on hold due to other priorities.

7. Closed Session: at 11:31 A.M., motion by Huber to go into closed session per 5 ILCS 120/2 (C) (1) for appointment interview, 2nd by Billeter. Motion carried.

8. Open Session: At 11:49 A.M. the committee returned to open session. Motion by Oltmanns, 2nd by Huber. Motion carried. Roll Call: Present: Billeter, Huber, Larson, Simms, Oltmanns, Smith and Corbitt

Motion by Smith to send recommendation of Mark Probasco to the Ogle County ZBA board. 2nd by Huber. Motion carried.

9. New Business: None.

10. Old Business: None.

11. Adjournment: Committee discussed setting a set of standard requirements/questions for interviews. Chairperson Corbitt adjourned. Time 11:56 A.M..

Respectfully submitted,
Cortney Hamrick