

**State's Attorney - Court Services - FOCUS House –  
Judiciary & Circuit Clerk and Public Defender Committee  
Tentative Minutes  
September 12, 2023**

1. Call Meeting to Order: Chairwoman Corbitt called the meeting to order at 11:03 a.m. Present: Billeter, Huber, Larson, Simms, Oltmanns and Corbitt. Others Present: Finfrock, Heuer, Nordman, Judge Roe, State's Attorney Mike Rock, Director of Court Services Cindy Bergstrom, Chief Public Defender Kathleen Isley, Circuit Clerk Kim Stahl, FOCUS House Director Brenda Mason, County Clerk and Recorder Laura Cook, HR Director Amanda Jacinto, Lloyd Droege and Arlene Sangmeister. Absent: Smith.
2. Approval of Minutes – August 8, 2023. Motion by Larson to approve the minutes, 2<sup>nd</sup> by Huber. Motion carried.
3. Public Comment: None.
4. Monthly Invoices:
  - Judiciary: \$809.68 - Motion by Billeter to approve, 2<sup>nd</sup> by Larson. Motion carried.
  - Public Defender: \$4,801.32 - Motion by Larson to approve, 2<sup>nd</sup> by Simms. Motion carried.
  - Circuit Clerk: \$1,272.35 - Motion by Simms to approve, 2<sup>nd</sup> by Larson. Motion carried.
  - State's Attorney: \$4,992.72 - Motion by Huber to approve, 2<sup>nd</sup> by Billeter. Motion carried.
  - Probation: \$2,625.00 – Motion by Oltmanns to approve, 2<sup>nd</sup> by Larson. Motion carried.
  - FOCUS House: \$7,107.20 - Motion by Simms to approve, 2<sup>nd</sup> by Huber. Motion carried.
5. Department Reports:
  - Judiciary: Simms asked how Drug Court is going. Judge Roe stated it is going well with the majority of them doing well. There have been ups and downs over 15 years. Judge stated there is a lot of value to problem solving courts type. Judge stated with the change in the SAFE-T Act they will not have to conduct weekend court.
  - Public Defender - Chief Public Defender Kathleen Isley stated the door and lock are in place. The next project would be to create individual spaces for the Public Defenders who have to share the space in the former law library. Isley stated PD Dennis Riley will be leaving in December and will need to fill the vacancy. Isley will contact HR for assistance. The budget is doing well.
  - Circuit Clerk – Circuit Clerk Kim Stahl reported her budget is looking good and Paycourt is at \$127,000.00. Stahl did comment that the Pitney Bowes bill for postage will put that line over budget; postage has increased. The company working on the microfilm project went to the State Archives instead of taking the microfilm from the office, in case anyone from the public needed access.
  - State's Attorney – State's Attorney Mike Rock stated the budget looks good, the part-time line item will be very close. Rock stated he went before the Personnel and Salary Committee this morning and let them know he has a potential candidate for the 4<sup>th</sup> Assistant State's Attorney position that has been open since 2022. Rock stated his budget will need to be amended to accommodate the new hire, if it happens.
  - Probation - Director of Court Services Cindy Bergstrom stated she spoke to the Personnel and Salary Committee this morning about a recent resignation and the need to fill the position. This position is fully funded and in the current budget. Bergstrom gave an update on the Annual Plan and working with the new state field coordinator. Bergstrom and 2 PO's will be attending a safety

training in Urbana for a week. Once we are certified, we will be conducting mini training throughout the circuit to help with funding.

- FOCUS House – FOCUS House Director Brenda Mason informed the committee that the golf fundraiser went well, \$8,000 was raised. Both of the houses are open and staffing on the residential side is good. However, she is down one full-time counselor but did talk her into staying on part-time until she can fill the position. Mason stated they have recently received their license to complete sex offender evaluations for the community. She will be contacting other counties to provide this service which could potentially be a revenue source. Mason commented on the new field coordinator since she is under a new division. The field coordinator will be visiting FOCUS House in November to do a full operational review. Mason stated the AOIC will send a whole team to come in and conduct the review process. Mason also commented she is under budget on expenses and a little above in revenue.

6. Closed Session: None.

7. New Business: None.

8. Old Business: None.

9. Adjournment: With no further business, Chairwoman Corbitt adjourned. Time 11:35 a.m..

Respectfully submitted,  
Laura J. Cook  
Ogle County Clerk and Recorder