

**State's Attorney - Court Services - FOCUS House – Judiciary & Circuit Clerk
and Public Defender Committee
Tentative Minutes
January 11, 2024**

1. Call Meeting to Order: Chairperson Corbitt called the meeting to order at 11:00 a.m.
2. Roll Call - Present: Billeter, Larson, Simms, and Corbitt. Others Present: County Board Chairman, Finfrock, County Board Vice-Chairwoman, Nordman, Circuit Clerk Kim Stahl, State's Attorney Mike Rock, Director of Court Services Cindy Bergstrom, Brenda from FOCUS House and Arlene Sangmeister Absent: Huber, Oltmanns, and Smith
3. Approval of Minutes – December 12, 2023. Motion by Billeter to approve the minutes, 2nd by Simms. Motion carried.
4. Public Comment: None.
5. Monthly Invoices:
 - Judiciary: \$6,563.72 - Motion by Larson to approve, 2nd by Billeter. Motion carried.
 - Public Defender: \$4,370.98 - Motion by Billeter to approve, 2nd by Larson. Motion carried.
 - Circuit Clerk: \$682.05 - Motion by Billeter to approve, 2nd by Simms. Motion carried.
 - State's Attorney: \$5,089.56 - Motion by Simms to approve, 2nd by Larson. Motion carried.
 - Probation: \$4,239.84 – Motion by Larson to approve, 2nd by Billeter. Motion carried.
 - FOCUS House: \$4,866.90 - Motion by Simms to approve, 2nd by Larson. Motion carried.
6. Department Reports:
 - Judiciary – None
 - Public Defender – None
 - Circuit Clerk – Circuit Clerk Kim Stahl stated they have had one employee out for medical reasons and they should be returning soon. The paid court number project is continuing. Corbitt asked if Stahl could project the completion of the project and she stated probably 1 or 2 more truck loads until completion.

Billeter asked what the back-up system was once we received them back. Stahl stated she receives an external hard drive back for each truck and imports the files to her computer for daily access and the hard drive becomes the back-up.
 - State's Attorney – Mike Rock states there will be some pre-trial litigation coming up in March. Corbitt asked how the new hire was and Rock stated it is good. They are fully staffed and it has allowed for all cases to be split allowing for a diverse case load for everyone.
 - Probation - Director of Court Services Cindy Bergstrom stated there is a DUI graduation today at noon if anyone wanted to attend.
 - FOCUS House – FOCUS House Director Brenda Mason shared there isn't much to report other than the weather makes things a little harder. Due to the projected storms and regular winter months they operating solely out of the Miller House because it is just easier and safer to be there. She shared there are 7 in the house now but could take on 2 more at the Miller House.
7. Closed Session: None.

8. Open Session: None.

9. New Business: None.

10. Old Business: None.

11. Adjournment: Chairperson Corbitt adjourned. Time 11:23 a.m.

Respectfully submitted,
June Jacobs