

Lake County Illinois

*Lake County Courthouse and Administrative Complex
18 N. County Street
Waukegan, IL 60085-4351*



Minutes Report - Final

Tuesday, April 30, 2013

11:00 AM

Conference Room C, 10th Floor

Law and Judicial Committee

1. Call to Order

Chair Nixon called the meeting to order at 11:00 a.m.

Others Present:

Aaron Lawlor, County Board Chair

Barry Burton, County Administrator

Amy J.P. McEwan, County Administrator's Office

Ryan Waller, County Administrator's Office

Steve Mandel, County Board Member

Garry Gorr, Lake County Radio Department

Kent McKenzie, Lake County Emergency Management Services

Wayne Hunter, Sheriff's Office

Megan Mercado, Sheriff's Office

Marci Jumisko, 19th Judicial Circuit

Gary Gordon, Finance and Administrative Services

Patrice Sutton Burger, Finance and Administrative Services

Chris Creighton, Finance and Administrative Services

RuthAnne Hall, Purchasing Division

Brandy Schroff, Purchasing Division

Yvette Albarran, Purchasing Division

Teresa Bond, Finance and Administrative Services

2. Pledge of Allegiance

Chair Nixon led the group in the Pledge of Allegiance.

3. Approval of Minutes**3.1 [13-0481](#)**

Minutes from April 2, 2013.

A motion was made by Member Weber, seconded by Member Hart, that the minutes be approved. The motion carried by the following vote:

4. Added to Agenda

There were no items added to the agenda.

5. Public Comment

There were no public comments.

6. Old Business

There was no old business to conduct.

7. New Business**CORONOR****7.1 [13-0441](#)**

Report of Thomas A. Rudd, Coroner, for the month of February, 2013.

A motion was made by Member Calabresa, seconded by Member Hart, that this report be received and placed on the consent agenda. The motion carried by the following vote:

7.2 [13-0445](#)

Report from Thomas A. Rudd, Coroner, for the month of March, 2013.

A motion was made by Member Calabresa, seconded by Member Hart, that this report be received and placed on the consent agenda. The motion carried by the following vote:

7.3 [13-0477](#)

Joint resolution accepting a grant from the Illinois Department of Public Health Death Certificate Surcharge Fund and authorizing an emergency appropriation in the amount of \$4,625.

- The Lake County Coroner's Office receives a periodic grant from the Death Certificate Surcharge Fund provided by the Illinois Department of Public Health for the purposes of training personnel, purchasing equipment and the implementation of an electronic database for death certificates.
- The funds for this grant are provided by local registrars, who, by law, must deposit a fee of \$2.00 for each certified copy of a death certificate and fetal death certificate.
- An emergency appropriation in the amount of \$4,625 is required.

Presented by Amy McEwan, Deputy County Administrator, monies collected each year for a fee for death certificates that is utilized to purchase supplies or equipment. The law specifies the funds are to be used for equipment and training.

A motion was made by Member Calabresa, seconded by Member Hart, that this resolution be approved and referred on to Financial and Administrative Committee.

The motion carried by the following vote:

SHERIFF

7.4 [13-0431](#)

Report from Mark C. Curran, Sheriff, for the month of March 2013.

A motion was made by Member Carlson, seconded by Member Hart, that this report be received and placed on the consent agenda. The motion carried by the following vote:

7.5 [13-0482](#)

Joint resolution authorizing the acceptance of a grant award in the amount of \$100,000 to support work described in the Establish "Zero Tolerance" Cultures for Sexual Abuse in Local Adult and Juvenile Detention Facilities.

- This grant is from the Bureau of Justice Assistance through the National Prison Rape Elimination Act (PREA) Resource Center for the implementation of nationwide PREA standards.
- PREA standards call for the training and education of all law enforcement personnel and inmates in order to establish a zero tolerance culture for sexual abuse in Adult and Juvenile detention facilities.
- The award is for \$100,000 and requires no match from the Sheriff's Office or Lake County.

Megan Mercado, Sheriff's office, new federal regulation requires all detention facilities to review their standard operating procedures, develop training, and train all staff members. This grant will help to pay for the required review and training. Discussion followed.

A motion was made by Member Carlson, seconded by Member Weber, that this resolution be approved and referred on to Financial and Administrative Committee.

The motion carried by the following vote:

COURT ADMINISTRATION

7.6 [13-0435](#)

Joint resolution authorizing an emergency appropriation of \$45,000 and the execution of an

agreement with the Illinois Department of Healthcare and Family Services to continue the Nineteenth Judicial Circuit's mediation services for never-married couples.

- The 19th Judicial Circuit receives grant funding from the Illinois Department of Healthcare and Family Services to provide mediation services for never-married parents involved in visitation and custody-related disputes in an effort to increase child support collections from this population.
- The state would like to continue funding the 19th Judicial Circuit's program in the amount of \$45,000 for state fiscal year 2014.
- This access and visitation grant does not require matching funds.
- Last year, this program served 223 families, resulting in 170 parenting plans and 84 cases where the non-custodial parent received more time with children.

Presented by Marci Jumisko, 19th Judicial Circuit, the need to continue services for never-married parents involved in visitation and custody-related disputes in an effort to increase child support collections from this population. Last year, this program served 223 families, resulting in 170 parenting plans and 84 cases where the non-custodial parent received more time with the child.

A motion was made by Member Calabresa, seconded by Member Hart, that this resolution be approved and referred on to Financial and Administrative Committee.

The motion carried by the following vote:

7.7 [13-0488](#)

Join resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds in 2013.

- Line item transfers in various funds between line items in the FY 2013 budget are needed to align expenses with correct accounts.
- The County Board must approve line item transfers under certain conditions.
- A listing of the various transfers is attached to the resolution.

Patrice Sutton Burger, Deputy Finance Director, updated the committee on the line item transfers for residential treatment, and for the Chief Deputy Coroner position as well.

Discussion followed.

A motion was made by Member Calabresa, seconded by Member Hart, that this resolution be approved and referred on to Financial and Administrative Committee.

The motion carried by the following vote:

STATE'S ATTORNEY

7.8 [13-0471](#)

Joint resolution authorizing the execution of a Title IV-D Intergovernmental Agreement between the Illinois Department of Healthcare and Family Services (IDHFS) and the Lake County State's Attorney for the continuation of the State's Attorney's Child Support Enforcement Program for maximum reimbursement amounts of \$725,000 for staff wages and benefits.

- Since 1985, the State's Attorney has entered into an annual intergovernmental agreement with the Illinois Department of Healthcare and Family Services (formerly known as Illinois Department of Public Aid) to provide child support enforcement services. Pursuant to these annual agreements, the State's Attorney's reasonable costs of providing these services (as determined by IDHFS) are to be reimbursed.
- Since 1999, the State's Attorney's Child Support Enforcement staff has included 3 Assistant State's Attorneys, 4 secretaries, 3 paralegals and 1 investigator.
- The Child Support Enforcement Division handles approximately 17,000 active cases, including those to establish paternity, to set support upon voluntary acknowledgement, to establish medical support orders, and to enforce orders for payment of support.

- IDHFS has tendered a proposed SFY 2014 contract: to reimburse 89.25% of personnel costs not to exceed \$725,000 (66% of which is federal funds). In previous years, an additional Federal Fund Participation (FFP) contract was also proposed to reimburse up to 66% of administrative costs incurred.
- Funding for the Lake County personnel costs contract, between the period of July 1, 2013 and June 30, 2014, has been reduced by \$47,226 from the State Fiscal Year 2013's contract. A recent staff change in the Child Support Division will result in an annual savings of \$22,502 in salary and benefits and will help offset the revenue reduction.
- FFP funding is no longer offered and creates a reimbursement reduction of \$40,000 from State Fiscal Year 2013. Effective November 2012, the Child Support Division moved from leased office space to the County Building, resulting in an annual savings of \$53,802 in rent and utility expenditures, of which 66% was reimbursable through the FFP. The savings will help offset the revenue reduction by \$35,509.
- Sources of program funding include \$725,000 from the State of IL DHFS for salary/fringe, and the remainder from the State's Attorney's Office FY2013 budget.

Amy McEwan, Deputy County Administrator gave a brief description regarding the grant. Discussion followed. Chair Nixon would like to have the State's Attorney give a presentation at the next meeting.

A motion was made by Member Carlson, seconded by Member Weber, that this resolution be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:

8. Executive Session

There is no Executive Session.

9. County Administrator's Report

9.1 [13-0497](#)

Presentation on Lake County emergency communication.

Kent McKenzie, Emergency Management Coordinator, Gary Gorr, Radio Department and Amy McEwan, Deputy County Administrator updated the committee on the upgrades necessary for emergency communication for Lake County. Discussion followed.

9.2 [13-0498](#)

Presentation on the draft 2014 budget policies.

Gary Gordon, Director of Finance, presented the changes in the 2014 budget preparation policies to the Committee. Mr. Gordon stated that in 2008 when the economy took a downturn the budget policies were modified to include an instruction sheet of specific things to address such as reductions and cutback. The special instructions are no longer necessary and their removal is incorporated into the annual update of the budget policies. All other changes are either clarification of current practices or language that was previously excluded from the policies.

Mr. Gordon stated that the policies will be returned to the Committee for approval at the next meeting.

10. Adjournment

A motion was made by Member Carlson, seconded by Member Weber, that this meeting adjourn at 12:25p.m. The motion carried by the following vote:

Minutes prepared by Teresa Bond.

Respectfully submitted,

Chairman

Vice-Chairman

Law and Judicial Committee