

AGENDA
LAW AND JUSTICE COMMITTEE
MONDAY, OCTOBER 3, 2011 – 8:15 a.m.
McHenry County Government Center – Administration Building
667 Ware Road – County Board Conference Room
Woodstock, IL 60098

- 1.0 Call to Order
- 2.0 Minute Approval (August 15, 2011) (Joint Meeting September 20, 2011)
- 3.0 Public Comment
- 4.0 Presentation
 - 4.05 Next Steps on the Integrated Justice Project
- 5.0 New Business
 - 5.05 Resolution Authorizing a Contract with New Dawn Technologies, Inc. for JustWare Case Management Software and an Emergency Appropriation to the Non-Departmental Fiscal Year 2011 Budget
 - 5.10 Resolution Authorizing the Purchase of One (1) New Vehicle and an Emergency Appropriation and Budget Line Item Transfer in the Coroner's Fund Fiscal Year 2011 Budget
 - 5.15 Appointment – Emergency Telephone System Board – City of McHenry
 - 5.20 Resolution Authorizing Payment of Special Prosecutor Fees and Consultant Fees from the General Fund Fiscal Year 2011 Contingency
 - 5.25 Resolution Requesting the Establishment and Recognition of the McHenry County Citizen Corps Council
 - 5.30 Resolution Authorizing Nunc Pro Tunc the Acceptance of the Illinois Department of Transportation IL Child Passenger Safety Program Grant and an Emergency Appropriation to the Sheriff's Fiscal Year 2011 Budget
 - 5.35 Resolution Authorizing Acceptance of an IDOT Sustained Traffic Enforcement Program (STEP) Grant Award and an Emergency Appropriation to the Sheriff's FY11 Budget
 - 5.40 Branch Court Discussion
- 6.0 Old Business
- 7.0 Reports/Updates:
- 8.0 Executive Session (as necessary)
- 9.0 Adjournment

LAW AND JUSTICE COMMITTEE
McHenry County Government Center – Administration Building
667 Ware Road
Woodstock IL 60098

MINUTES OF MONDAY, AUGUST 15, 2011

Chairman Provenzano called the meeting to order at 8:20 a.m. The following Committee members were present: Chairman Nick Provenzano; Jim Heisler; Sue Draffkorn and Randy Donley. John Jung arrived at 8:21a.m. Bob Nowak and Bob Bless were absent. Also in attendance: Peter Austin, County Administrator; John Labaj, Deputy County Administrator; Ralph Sarbaugh, Associate County Administrator – Finance; Undersheriff Andy Zinke and Angela Wood-Zuzevich, Sheriff's Department; Tiki Carlson, E-911; Bob Ellsworth, Robin Gibbs and Dave Christensen, EMA; Phil Dailing, Court Services; Kathy Keefe and Robin Shetley, Circuit Clerk; Phil Dailing, Court Services; Judge Michael Sullivan; Dan Wallis, Court Administration; Lou Bianchi, Karen Rhodes and Phil Hiscock, State's Attorney; and the press.

Nick Provenzano, Chairman	
Robert "Bob" Bless	Randy Donley
Sue Draffkorn	Jim Heisler
John Jung	Robert "Bob" Nowak

PUBLIC COMMENT

None

MINUTES

Committee members reviewed the minutes from August 1, 2011. Mr. Donley made a motion, seconded by Mr. Heisler, to recommend approval of the above minutes as presented. The minutes were approved with all members present voting aye on a voice vote.

PUBLIC COMMENT

None

PRESENTATION

None

Mr. Jung arrived at 8:21a.m.

NEW BUSINESS

Resolution Authorizing a Budget Line Item Transfer of \$16,000 in the Sheriff's Fiscal Year 2011 Budget for a Capital Expenditure: Mr. Donley made a motion, seconded by Ms. Draffkorn to recommend approval of the above Resolution as presented. Committee members were informed that this is a request to install a carded turnstile at an employee entrance that is unstaffed by security. Personnel will be unable to enter at this location without an approved employee badge. They will need to review the process to receive additional quotes for this security equipment. The department will follow the bidding process for this equipment. It has been estimated that the cost will be approximately \$16,000. The motion carried with all members present voting aye on a roll call vote (Donley, Draffkorn, Heisler, Jung, Provenzano)

FY11-12 Budget Reviews (not in packet): Chairman Provenzano informed committee members that they will review the budget for E-911 first because of a previous commitment by the department head. Mr. Sarbaugh and Mr. Austin joined the Committee members for presentation of the budgets for the Sheriff, State's Attorney, Circuit Clerk, Law Library, EMA, E-911, Court Administration and Court Services. Each of the budgets has been reviewed with the department heads. They continue to follow a maintenance budget. The personnel budget for each of the departments is a fluid budget as this includes costs for IMRF/Heath Insurance/Salary, which is subtracted out to reveal the true maintenance budget for each of the departments. Any capital or supplemental requests for the departments will also be included for review. The Supplemental requests will be provided to the County Board members for review with a list of the items that will be required to fund. The remaining supplemental requests will be reviewed by the Chairman of the standing committees for consideration at a later date. The full budget will then be reviewed by the County Board members during their evening meeting in October and placed on public display. The Committee members do not vote on the supplemental requests of their liaison departments as the committee members are unaware of all the supplemental requests that are brought forward to other committees for consideration. If there is a supplemental request they feel is important and should be put forward for consideration, please let Mr. Austin or Mr. Sarbaugh know so they can note this in their requests. Mr. Sarbaugh provided the maintenance budget for E-911 for review. This budget has been maintained at last year's levels. This is a self funded department. Their funding is received from the 911 surcharge on all landlines and wireless phones. The revenues for this department have increased slightly. Overall the budget is reduced by \$112,640. There are no supplemental

LAW AND JUSTICE COMMITTEE

August 15, 2011

Page 2

requests for this department. The consensus of the committee was to forward this budget on through the budget process.

Mr. Sarbaugh provided the maintenance budget for the Sheriff's Department to the committee members for review. Ms. Wood-Zuzevich and Under Sheriff Zinke joined committee members to answer any questions from the committee. The revenues for the bed usage in the jail have been increased by \$1,000,000. They stated that they do not want to overestimate these amounts and these numbers are based on usage for this year. Committee members reviewed the supplemental requests with the Under Sheriff and Ms. Wood -Zuzevich. It was stated that the Department is restructuring the Sheriff's Department. They look at all the areas for weaknesses. Position requests are based on the growth of the County or in areas where these weaknesses have been found. The requests have been prioritized based on the need within the department. After review of the budget the consensus of the committee was to forward this budget on through the budget process.

Committee members reviewed the budget for the State's Attorney. Mr. Bianchi, Ms. Rhodes and Mr. Hiscock joined committee for this review and answer questions from the committee members. This department is funded from the general fund. This department does have a multi-jurisdictional grant that is included in the budget. Expenditures have been adjusted based on the 27 pay periods for next year. The 1st Assistant position is being requested to be unfrozen. They had previously requested this position to be unfrozen but agreed to bring this request forward during the budget reviews. Typically when a person is hired for a position, they are hired at the lowest cost in the range for this position. This position may require a higher rate of pay to start with. The department will follow the hiring rules in order to hire for needed personnel. Chairman Provenzano noted that he does not feel this position should compete with other supplemental requests being reviewed. Committee members were informed that the department is also requesting three or four new vehicles for the department. The vehicles they currently have were previously used in other departments. It was suggested that it may be cheaper to rent a vehicle when needing to drive long distances to attend meetings. It was stated that the County has a number of vehicles that are only being used once a month and it was suggested that alternatives be reviewed for use of these seldom used vehicles. The consensus of the committee was to forward this budget on through the budget process.

Committee members reviewed the budget for the Circuit Clerk. Ms. Keefe and Ms. Shetley joined committee members to review the budget and answer questions from the committee members. Mr. Sarbaugh noted that it has been a pleasure working with Ms. Keefe on her budgets and noted that she has done an amazing job. Ms. Keefe is responsible for several different funds. They have seen a reduction in the revenue stream in the department. The revenue stream is down because of decreased filings. The funds are all in balance. She is requesting several adjustments in salaries for a number of lead supervisors. One position was eliminated requiring these supervisors to increase their workload. The consensus of the committee was to forward these budgets on through the budget process.

Committee members reviewed the budgets for the Law Library and Court Administration. Mr. Wallis and Judge Sullivan joined committee members to answer questions from the committee members. Mr. Sarbaugh stated that Mr. Wallis has done an excellent job with his budget. He has found creative ways in order to reduce their costs within their departments. Between renegotiated contracts and reduced costs they have realized a savings of over \$200,000 within the department. Mr. Wallis has placed some of his personnel costs within the Library Fund which has decreased the costs to the General Fund. They are also paying for some subscription costs out of this fund as well. The special funds, if they have a reserve, are allowed to grow. They have added some funding back into these funds that have typically been overdrawn. They have also realized some savings for some contractual costs. In the past psychiatric services has been outsourced on an as needed basis. This service is now under contract and has resulted in a large savings for the department. The consensus of the committee was to forward these budgets on through the budget process. Judge Sullivan informed the committee members that additional personnel will be needed in the future as they have received word that they will be getting two additional judges. They are reviewing the possibility of creating an annex court in the southeast corner of the county. They have also implemented a Drug Court, Mental Health Court and Domestic Violence Court. The Mental Health Court and Drug Court are very labor intensive programs. They are in the process of creating a Domestic Violence Court as well. This program is not a "diversion" program like the other two programs that have been implemented. This is a different way to handle these cases more efficiently. This is more of a management issue. Previously the County had two branch courts that were previously used. The branch court in Crystal Lake was eliminated because of the lack of parking. The McHenry location has parking issues as well. This court is used only one time a week because of this issue. They believe they are seeing a decrease in cases filed. They believe this is because of the decrease in police personnel on the streets resulting in less revenue. The consensus of the committee was to forward the budgets for the Law Library and Court

LAW AND JUSTICE COMMITTEE

August 15, 2011

Page 3

Administration through the budget process.

Committee members took a two minute break at 10:35a.m. They resumed the committee meeting at 10:37a.m.

Mr. Christensen and Ms. Gibbs joined committee members for presentation of the budget for EMA (Emergency Management Agency). This department is 100% funded from the General Fund. They do receive some grant funding to assist in emergency planning or for operations. The department has put forward a supplemental request though they are just putting this request in the que for the future. They have requested a new Assistant EMA Director to address exercise and testing requirements of the department. The communications tower will need to be re-cabled in the future. This will cost between \$26,000 and \$51,000. The consensus of the committee was to forward the budget for EMA on through the budget process.

Mr. Donley left committee at 10:50a.m.

Mr. Dailing joined the committee members for presentation of the budget for Probation and Court Services. Mr. Sarbaugh noted that it has been a pleasure working with Mr. Dailing on his first budget presentation. Committee members questioned if there would be a need for a juvenile detention center in the future. Committee members were informed that this area has been pretty stable for the past few years. The agreement worked out with Kane County has been working well for McHenry County. He stated that he does not think our contract with Kane County would be affected by any agreement worked out with Kane County and any other county for use of their facility. The consensus of the committee was to forward the budget for Probation and Court Services on through the budget process.

Mr. Austin informed committee members that he would be discussing with the County Board Members the reality of the county receiving additional judges. The county currently has 17 judges and 17 courtrooms. The county will receive two additional judges in December. They will review options for obtaining a new branch court in the South East corner of the County.

Discussions are being held regarding the next steps for integrated justice. IT is working with an outside vendor with a system that includes 240 exchange points. These will be bundled into 24 packets for exchange. They will review the package of exchange points to determine the next logical steps to be taken. This information will be brought to the committee at its October meeting for discussion. Mr. Sullivan, Mr. Wallis and Ms. Sheldon have been meeting to review these 24 packets to determine who touches what data. This involves the States Attorney as well. They will meet with the governance board and bring this information back to the committee for review.

Mr. Austin reported that in the court case regarding the special prosecutor's fees there is more information beyond what has been printed in the newspaper. They are waiting for a "procedural decision" on this issue. They will review where to go from here. They are retaining a high level of optimism on this issue. Updates will be provided to the committee members at a future date.

REPORTS/UPDATES

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

Noting no further business, Mr. Heisler made a motion, seconded by Ms. Draffkorn, to adjourn the meeting at 11:10 a.m. The motion carried with a unanimous voice vote.

* * * * *

RECOMMENDED FOR BOARD ACTION:

Resolution Authorizing a Budget Line Item Transfer of \$16,000 in the Sheriff's Fiscal Year 2011 Budget for a Capital Expenditure

:ksf

**JOINT
FINANCE AND AUDIT
AND
LAW AND JUSTICE COMMITTEE
McHenry County Administration Building
667 Ware Road, Woodstock, IL 60098**

MINUTES OF TUESDAY, SEPTEMBER 20, 2011:

Finance and Audit Chairman Breeden called the Joint Committee meeting to order at 6:01 p.m. The following members were present: Finance and Audit Committee: Scott Breeden, Chairman; Bob Bless; Mary Donner; John Hammerand; James Heisler; Tina Hill; and Mary McCann. Law and Justice Committee: Nick Provenzano, Chairman; Bob Bless; Randy Donley; Sue Draffkorn; James Heisler; John Jung; and Bob Nowak. Also in attendance: County Board Chairman, Ken Koehler; Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; John Labaj, Deputy County Administrator; Ersel Schuster, County Board; Jim Sotos and Terry Ekl.

<u>Finance and Audit Committee</u>		<u>Law and Justice Committee</u>	
Scott Breeden, Chairman		Nick Provenzano, Chairman	
Bob Bless	Mary L. Donner	Bob Bless	Randy Donley
John Hammerand	James Heisler	Sue Draffkorn	James Heisler
Tina Hill	Mary McCann	John Jung	Bob Nowak

PUBLIC COMMENT: None.

EXECUTIVE SESSION: Mr. Jung made a motion, seconded by Mr. Heisler, to enter into executive session at 6:01 p.m. to discuss probable or imminent litigation. The motion carried with all members present voting aye on a roll call vote (Breedden, Bless, Donner, Hammerand, Heisler, Hill, McCann, Provenzano, Donley, Draffkorn, Jung and Nowak). Mr. Koehler, Mr. Austin, Mr. Sarbaugh, Mr. Labaj, Ms. Schuster, Mr. Sotos and Mr. Ekl were present during executive session.

Mr. Jung made a motion, seconded by Mr. Heisler, to return to regular session at 6:54 p.m. The motion carried with all members present voting aye on a roll call vote (Breedden, Bless, Donner, Hammerand, Heisler, Hill, McCann, Provenzano, Donley, Draffkorn, Jung and Nowak). Chairman Breeden noted that no action was taken by the committee during executive session.

ADJOURNMENT:

Mr. Jung made a motion, seconded by Mr. Heisler, to adjourn the meeting at 6:54 p.m. The motion carried with all members present voting aye on a voice vote.

* * * * *

RECOMMENDED FOR BOARD ACTION:

pba

RESOLUTION**AUTHORIZING A CONTRACT WITH NEW DAWN TECHNOLOGIES, INC. FOR JUSTWARE CASE MANAGEMENT SOFTWARE AND AN EMERGENCY APPROPRIATION TO THE NON-DEPARTMENTAL FISCAL YEAR 2011 BUDGET**

WHEREAS, on July 17, 2007, the County Board of McHenry County, Illinois approved Resolution R-200707-41-169 approving funding for the Circuit Clerk of Court to begin the process of creating a criminal justice information sharing framework that would allow for complete, accurate, timely and responsive sharing of data to meet the needs of the criminal justice community and those it serves; and

WHEREAS, in May, 2009 the McHenry County Circuit Clerk went live with the new software known as Integrated Court Information System and in February, 2010, Court Services went live with their new portion of the software known as Integrated Court Information System – release 2, bringing the County's criminal justice community that much closer to having a complete criminal justice information sharing framework; and

WHEREAS, under the approved time line created by the County Board and represented in the General Fund Financial Model, Court Administration and Information Technology are now ready to implement the next phase of the criminal justice information sharing framework project which includes the purchase and implementation of departmental software for the State's Attorney, Public Defender; and

WHEREAS, an RFP was issued in the summer of 2010 for this purpose, and New Dawn Technologies, 843 South 100 West, Logan, Utah, 84321 was the successful bidder at a total cost not to exceed \$1,537,500; and

WHEREAS, an emergency appropriation of \$1,537,500.00 from the General Fund reserves as reflected in the County's financial model is now needed to the fiscal year 2011 budget to allow for the posting of the purchase price of said software; and

WHEREAS, the Law and Justice, and Finance and Audit Committees recommend entering into this contract with New Dawn Technologies, Inc. and drawing from the General Fund reserves an amount not to exceed \$1,537,500.00 for said payment.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois, that the Chairman of the Board is hereby authorized to direct the Director of Purchasing to negotiate a contract with New Dawn Technologies, Inc. at a cost not to exceed \$1,537,500.00 with the resultant contract to be reviewed by the States Attorney; and

BE IT FURTHER RESOLVED, by this County Board of McHenry County, Illinois, that an emergency appropriation in the amount of \$1,537,500.00 to OCA 900020-6050 (Non-Departmental – Computer Technology) fiscal year 2011 budget is also hereby authorized and is to be offset by a revenue budget line item entry to OCA 900020-9990 (Non-Departmental – Utilization of Fund Balance); and

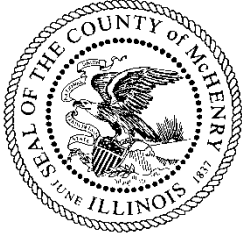
BE IT FURTHER RESOLVED, that the County Clerk is hereby requested to distribute a certified copy of this Resolution and resultant contract to the County Auditor; the County Administrator; the Information Technology Director; the Associate County Administrator - Finance; the States Attorney; the Public Defender; the Court Administrator; and the Director of Purchasing.

DATED at Woodstock, Illinois this 18th day of October, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ
McHenry County Clerk



INFORMATION TECHNOLOGY DEPARTMENT

McHENRY COUNTY GOVERNMENT CENTER
2200 NORTH SEMINARY AVENUE
WOODSTOCK IL 60098
815-334-4138 FAX 815-334-4651

COVER MEMORANDUM

TO: Nick Provenzano, Chairman
Law & Justice Committee

FROM: Tom Sullivan, Director
Information Technology Department

DATE: October 3, 2011

SUBJECT: Resolution Authorizing a Contract with New Dawn Technologies, Inc. for JustWare Case Management Software and an Emergency Appropriation to the Non-Departmental Fiscal Year 2011 Budget

Board/Committee Action Requested:

Approve Resolution Authorizing a Contract with New Dawn Technologies, Inc. for JustWare Case Management Software and an Emergency Appropriation to the Information Technology's FY2011 Budget.

Background:

While Integrated Justice had been on the radar for several years prior, the County Board adopted the Strategic Goal of Integrated Justice in May 2009. Much progress has been made toward this goal with the implementation of the Integrated Courts Information System (ICIS) R1, and the Integrated Courts Information System (ICIS) R2. The public safety system VisionAIR is also being implemented at this time.

Discussion:

Implementing departmental software for the States Attorney and the Public Defender are the next steps in the plan to fulfill the County Board Strategic Goal of Integrated Justice. An RFP was issued in summer 2010, with responses received in the fall. The software was evaluated by States Attorney and Public Defender representatives, and determined to be a good fit for their business work flows. Additionally, the software infrastructure works well with the existing County technology infrastructure, and integrates with existing VisionAIR and OnBase software.

New Dawn Technologies, 843 South 100 West, Logan, Utah, 84321 is the successful bidder at a total cost not to exceed \$1,537,500.00. New Dawn is providing the departmental software modules, and partnering with URL Integration, 9780 Mount Pyramid Court, Suite 250, Englewood, Colorado, 80112 to provide integration services.

Impact on Human Resources:

N/A

Impact on Budget (Revenue; Expenses, Fringe Benefits):

This contract will impact the 900020-6050 line item of the FY2011 Budget in the total amount of: \$1,537,500.00 and will be offset by utilization of fund balance.

Impact on Capital Expenditures:

This will be considered a capital expenditure.

Impact on Physical Space:

N/A

Impact on Other County Departments or Outside Agencies:

Significant impact to States Attorney and Public Defender.

Conformity to Board Ordinances and Policies:

This is the next step toward the County Board Strategic Goal of Integrated Justice.

Attachments/Appendices:

N/A

Cc: Peter Austin
Lou Bianchi
Mark Cook
Dan Wallis
Tiki Carlson

RESOLUTION**AUTHORIZING THE PURCHASE OF ONE (1) NEW VEHICLE AND AN EMERGENCY APPROPRIATION AND BUDGET LINE ITEM TRANSFER IN THE CORONER'S FUND FISCAL YEAR 2011 BUDGET**

WHEREAS, on October 19, 2010 the County Board of McHenry County, Illinois approved resolution R-201010-31-270 authorizing the establishment of Fund 56 to be known as the Coroner's Fund based on the passage of Public Act 96-1161 by the State of Illinois which states: "*all fees under this section collected by or on behalf of the coroner's office shall be paid over to the county treasurer and deposited into a special account in the county treasury. Moneys in the special account shall be used solely for the purchase of electronic and forensic identification equipment or other related supplies and the operating expenses of the coroner's office*"; and

WHEREAS, over the past few budget processes, the County Coroner has stated the need for and requested budget to purchase one (1) additional 4-wheel drive vehicle to assist in the operations of the department due to the additional demands placed upon the department; and

WHEREAS, because the fiscal year 2011 budget projections were tight, and the Coroner's Fund had not yet built enough reserves to cover the cost of a new vehicle, County Administration committed to reviewing this request during fiscal year 2011 to see if the fund balance could provide for the purchase of an additional vehicle; and

WHEREAS, the Coroner's Fund as of September 19, 2011 has been elevated to the point of covering the cost of a new 4-wheel drive vehicle without depleting the fund balance; and

WHEREAS, the Coroner working in concert with the Director of Purchasing found the County could purchase a 2011 Chevrolet Tahoe 4WD 5W4 Vehicle through the State Bid at a cost of \$30,896.75, the lowest pricing available; and

WHEREAS, the Coroner is now requesting an emergency appropriation in the amount \$19,800.00 and a budget line item transfer in the amount of \$12,200.00 in order to purchase a 2011 Chevrolet Tahoe 4WD 5W4 vehicle, and to outfit the vehicle with the special equipment required.

NOW THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois, that the Director of Purchasing is hereby authorized to enter into a contract for \$30,896.75 with Miles Chevrolet, Decatur, IL for one (1) new 2011 Chevrolet Tahoe 4WD 5W4 vehicle as purchased off the State bid; and

BE IT FURTHER RESOLVED, by this County Board of McHenry County, Illinois that an emergency appropriation of \$19,800.00 to OCA 310050-6020 (Coroner's Fund – Vehicles) is also hereby authorized for said purchase of the above named vehicle with an offsetting budget line item entry to OCA 310050-9990 (Coroner's Fund – Utilization of Fund Balance); and

BE IT FURTHER RESOLVED, by this County Board of McHenry County, Illinois that a budget line item transfer in the amount of \$12,200.00 from OCA 310050-6810 (Coroner's Fund – Fund Balance Enhancement) to OCA 310050-6020 (Coroner's Fund – Vehicle) for \$11,097.00 and to OCA 310050-5099 (Coroner's Fund – Miscellaneous Commodities) for \$1,103.00 is also hereby authorized for the purchase of the new vehicle and for supplies and equipment needed to outfit said vehicle properly; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to distribute one certified copy of this resolution to the County Coroner; the Director of Purchasing; the County Auditor; the Associate County Administrator-Finance, and the County Administrator.

DATED at Woodstock, Illinois, this 18th of October, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk



OFFICE OF

Marlene A. Lantz
McHenry County Coroner

DEPUTY INVESTIGATORS:

Kim Bostic
Curt Bradshaw
Paula Gallas
Robert Locke

AUXILIARY SERVICES BUILDING
2200 N. SEMINARY AVENUE
WOODSTOCK, IL 60098
PHONE 815-338-2144, Ext. 4776
FAX 815-338-1405

DEPUTY SECRETARIES:

Debora Ann E. Sosnowski

TO: Nick Provenzano Chair of Law and Justice

FROM: Marlene A. Lantz McHenry County Coroner

DATE: September 21, 2011

SUBJECT: Purchase of new vehicle for Coroner's Office

Board/Committee Action Requested:

I am requesting that the Committee approve an emergency appropriation from the Coroner's Fund to purchase a new vehicle for the Coroner's Office. The moneys in this fund come from fees collected by the Coroner's office from the issuance of cremation permits. There is no need for any extra funding from the County to make this purchase. A budget line item transfer in the amount of \$12,200.00 from OCA 310050-6020 (Coroner's Fund-Fund Balance Enhancement) to OCA 310050-6020 (Coroner's Fund-Vehicle) for \$11,097.00 and to OCA 310050-5099 (Coroner's Fund-Miscellaneous Commodities) for \$1,103.00 is also hereby authorized for the purchase of the new vehicle and for supplies and equipment needed to outfit said vehicle.

Background:

The office currently has one vehicle that came from the Highway Department to us with 84,461 miles on it. It is the only vehicle the department has. It currently has over 175,000 miles on it. Just this year it underwent repairs to the computer for the engine that cost us over \$2000.00. With more repairs occurring as each year passes, it is becoming more difficult to depend on it as the main call vehicle.

Discussion:

The present vehicle is the only one used by the Coroner's Office for the person who is on Call. In the event we get two calls at the same time, then the Back-up person must drive their own vehicle. They are given mileage, but are not paid for the use of the vehicle itself. We handle approximately 1300 calls a year. As our call response increases, so does the need for a second car. Because of the mileage and wear and tear to the present vehicle, it would become the back up vehicle, with the new vehicle becoming the On Call response vehicle.

R E S O L U T I O N
**AUTHORIZING PAYMENT OF SPECIAL PROSECUTOR FEES AND CONSULTANT
FEES FROM THE GENERAL FUND FISCAL YEAR 2011 CONTINGENCY**

WHEREAS, on February 1, 2010 the County of McHenry received court Order 09MR142 issued by Judge Graham for the appointment of Special Prosecutors and Consultants; and

WHEREAS, as this investigation has continued forward, County Administration has received a new payable request under Court Order 09MR142 requesting another payout for services rendered by the Special Prosecutors and Consultants for the months of August, 2010 through November, 2010 in the amount of \$90,783.34; and

WHEREAS, on April 28, 2011 the County Board issued a check in the amount of \$20,873.00 to satisfy the payment request of the Consultant working on the investigation; and

WHEREAS, the new adjusted payable amount of \$69,910.34 exceeds the amount the County of McHenry has encumbered in their Contingency Fund for these services by \$12,971.53 and requires County Board approval to increase the amount of the encumbrance (DP203002) to cover the additional costs expended; and

WHEREAS, as stated in Court Order 09MR142, the Court has reviewed each of the submitted invoices and amounts due; and

WHEREAS, County Administration is now requesting that an additional amount not to exceed \$12,972.00 in total be added to the current encumbrance (DP203002) and paid from the County's fiscal year 2011 general fund contingency.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois that County Administration is hereby authorized to increase the current encumbrance (DP203002) by \$12,972.00 for the services rendered by the Special Prosecutors and Consultants against the fiscal year 2010 – 2011 general fund contingency budget for the remaining payable outstanding on Court Order 09MR142; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Director of Purchasing; the County Auditor; the Associate County Administrator-Finance; and the County Administrator.

DATED at Woodstock, Illinois, this 18th day of October, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

RESOLUTION

**REQUESTING THE ESTABLISHMENT AND RECOGNITION OF THE
MCHENRY COUNTY CITIZEN CORPS COUNCIL**

WHEREAS, it is recognized that disasters can affect the citizens of McHenry County, and

WHEREAS, citizens must be educated on actions related to disaster preparedness, and

WHEREAS, the establishment of a Citizen Corps Council will provide a coordinated and planned process of volunteer and citizen training, and

WHEREAS, the President of the United States, in 2002, established the USA Freedom Corps and subsequently the Citizen Corps, to promote volunteer service opportunities within the United States and abroad, and

WHEREAS, the formula for ensuring a more secure and safer homeland consists of preparedness, training, and citizen involvement in supporting first responders, and

WHEREAS, the Citizen Corps mission is accomplished through a national network of state, local, and tribal Citizen Corps Councils. These Councils build on community strengths to implement the Citizen Corps preparedness programs and carry out a local strategy to involve government, community leaders, and citizens in all-hazards preparedness and resilience, and

WHEREAS, it has been documented that citizens can provide valuable support to emergency responders, and

WHEREAS, the County Administration has found the United States Citizen Corps to a viable and honorable method to assist in resident and volunteer disaster awareness, training and education.

NOW, THEREFORE BE IT RESOLVED, that the McHenry County Citizens Corps Council is hereby established and recognized to carry out these functions, and

BE IT FURTHER RESOLVED, that the McHenry County Emergency Management Agency be authorized to coordinate such activities, and

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a copy of this Resolution to the County Administrator; the Associate County Administrator – Finance; the Director of Emergency Management Agency; and the Deputy County Administrator.

DATED at Woodstock, Illinois this 4th day of October, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ
McHenry County Clerk

McHenry County Citizen Corps

RESOLUTION COVER MEMORANDUM

TO: Nick Provenzano
FROM: David A. Christensen
DATE: 3 October 2011
SUBJECT: Resolution Requesting the Establishment and Recognition of the McHenry County Citizen Corps

Board/Committee Action Requested:

The McHenry County Emergency Management Agency is requesting to establish a Citizen Corps Council. This Council will work in conjunction with the Emergency Management Agency to provide training and information to the residents of McHenry County and further enhance its volunteer programs through training, information, and coordination.

Background:

The Citizen Corps Council establishment will allow McHenry County Citizen Emergency Response Teams, Fire Corps, Volunteer in Police Service, USA on Watch, and other affiliated volunteer organizations to be recognized by the state of Illinois. This recognition will allow the county to participate in statewide initiatives, as well as become eligible for Citizen Corps grants.

Discussion:

McHenry County has a long record of volunteer and volunteer service. The Council will work to coordinate the many disparate entities into a cohesive corps. The primary initiative of the Council will be to coordinate training and assist the EMA in highlighting the volunteer programs already in place.

The council will be comprised of emergency management, health department, local public safety, and affiliated organizations.

Citizen Corps encourages citizens to engage in a number of activities to help prepare themselves and their communities:

- Personal Preparedness: Developing a household preparedness plan and disaster supplies kits, observing home health and safety practices, implementing disaster mitigation measures, and participating in crime prevention and reporting.
- Training: Taking classes in emergency preparedness, response capabilities, first aid, CPR, fire suppression, and search and rescue procedures.
- Volunteer Service: Engaging individuals in volunteer activities that support first responders, disaster relief groups, and community safety organizations.

Impact on Human Resources:

There will be no impact on Human Resources.

Impact on Budget (Revenue, Expenses, Fringe Benefits):

The establishment and maintenance of the council of will result in eligibility for Citizen Corps reimbursement grants ranging from \$5,000 to \$12,000. Personnel costs will be donated or staff time. Expenditures will be reimbursed out of grant funding. All purchases will conform to county procedures and policies.

Impact on Capital Expenditures:

There will be no impact on capital expenditures.

Impact on Physical Space:

There will be no impact on physical space.

Impact on Other County Departments or Outside Agencies:

Impact on other county departments will be limited to volunteer availability and requests for guidance and direction.

Conformity to Board Ordinances and Policies:

All processes and training will be in keeping with Board policies and ordinances. The council will support community integrity and safety.

Attachments/Appendices:

Proposed By-laws of the Citizen Corps Council are attached.

cc: County Administrator

RESOLUTION

AUTHORIZING NUNC PRO TUNC THE ACCEPTANCE OF THE ILLINOIS DEPARTMENT OF TRANSPORTATION IL CHILD PASSENGER SAFETY PROGRAM GRANT AND AN EMERGENCY APPROPRIATION TO THE SHERIFFS FISCAL YEAR 2011 BUDGET

WHEREAS, the McHenry County Sheriff was awarded an Illinois Child Passenger Safety Program grant from the Illinois Department of Transportation in the amount of \$10,810.00; and

WHEREAS, funds for this grant are to be used to provide targeted community with much needed education of proper use and installation of safety seats, proper use of seat belts, and distribute needed safety seats to the community, along with providing the entire community (county) with several car seat check points throughout the county and educational materials at community events, expos and presentations; and

WHEREAS, it was brought to the attention of the Sheriff's business manager that a resolution was never brought forward to accept and adjust the Sheriff's fiscal year 2011 budget to expend the grant funds in the time frame allowed by the grant award, which was from October 1, 2010 through September 30, 2011; and

WHEREAS, the Sheriff's fiscal year 2011 budget had enough budgeted funds to allow for the program to be implemented until a resolution could be approved by the County Board for the acceptance of and emergency appropriation to the Sheriff's budget.

NOW, THEREFORE BE IT RESOLVED, *nunc pro tunc*, by this County Board of McHenry County, Illinois that the Sheriff is hereby authorized to accept the Child Passenger Safety Program grant from the Illinois Department of Transportation in the amount of \$10,810.00 to ensure the proper usage of child seats, seat belts, and distribute needed safety seats to the community, along with providing the entire community (county) with several car seat check points; and

BE IT FURTHER RESOLVED, that an emergency appropriation of \$10,810.00 to the following budget line items is also hereby authorized as follows:

OCA 321040-4055	Contractual Printing	\$360.00
OCA 321040-5070	Miscellaneous Commodities	\$10,450.00
		\$10,810.00
 OCA 321040-9406	 Federal Pass Through Grant	 \$10,810.00

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the McHenry County Sheriff; the County Auditor; the Associate County Administrator – Finance; and the County Administrator.

DATED at Woodstock, Illinois, this 18th day of October, A.D., 2011.

 KENNETH D. KOEHLER, Chairman
 McHenry County Board

ATTEST:

 KATHERINE C. SCHULTZ, County Clerk

COVER MEMORANDUM

TO: Nick Provenzano, Chairman Law and Justice Committee
Members: Sue Draffkorn, Bob Bless, John Jung Jr., Randy Donley,
Jim Heisler and Bob Nowak.

FROM: Angela Wood-Zuzevich, Business Manager
McHenry County Sheriff's Office

SUBJECT: Authorizing the acceptance and emergency appropriation to the Sheriff's Office Budget for funds awarded through an IDOT Child Passenger Safety Grant.

Board/Committee Action Requested: Authorizing the acceptance and emergency appropriation to the Sheriff's Budget for the Illinois Department of Transportation (IDOT) Child Passenger Safety Grant.

Background and Discussion: The McHenry County Sheriff's Office was awarded an IDOT Step Grant in the amount of \$10,810.00. The funds from this grant are intended for the distribution and installation of safety seats from October 1, 2010 through September 30, 2011.

Impact on Human Resources: None

Impact on Budget (Revenue; Expenses, Fringe Benefits): \$10,810.00 in Revenue.

Impact on Capital Expenditures: None

Impact on Physical Space: None

Impact on Other County Departments or Outside Agencies: None

Attachments/Appendices: None

RESOLUTION

AUTHORIZING ACCEPTANCE OF AN IDOT SUSTAINED TRAFFIC ENFORCEMENT PROGRAM (STEP) GRANT AWARD AND AN EMERGENCY APPROPRIATION TO THE SHERIFF’S FY11 BUDGET

WHEREAS, the McHenry County Sheriff’s Office Patrol Division has been recognized by the Illinois Department of Transportation for their effective work implementing traffic safety campaigns; and

WHEREAS, the funds will allow the McHenry County Sheriff’s Office to conduct special enforcement for impaired driving mobilizations and/or occupant protection mobilizations; and,

WHEREAS, the McHenry County Sheriff’s Office has been awarded a STEP grant award in the amount of \$54,260.00 from the Illinois Department of Transportation which requires no local match by the County; and

WHEREAS, an emergency appropriation is now needed in the Sheriff’s fiscal year 2011 budget to allow for proper recording and expending of the grant award.

NOW, THEREFORE BE IT RESOLVED by this County Board of McHenry County, Illinois, that the McHenry County Sheriff is hereby authorized to accept the IDOT Sustained Traffic Enforcement Program Grant (STEP) award for \$54,260.00; and

BE IT FURTHER RESOLVED, by this County Board of McHenry County, Illinois, that an emergency appropriation to the following budget line items in the Sheriff’s fiscal year 2011 budget is also hereby authorized as follows:

OCA 321120-3040	\$46,865.00
OCA 321120-5160 Vehicle Fuel	\$ 7,395.00
OCA 321120-9406 (Federal Flow Through)	\$ 54,260.00

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the McHenry County Sheriff; the Auditor; the Associate County Administrator – Finance; and the County Administrator.

DATED at Woodstock, Illinois, this 18th day of October, A.D., 2011.

 KENNETH D. KOEHLER
 County Board Chairman

Attest:

 KATHERINE C. SCHULTZ, County Clerk

COVER MEMORANDUM

TO: Nick Provenzano, Chairman Law and Justice Committee
Members: Sue Draffkorn, Bob Bless, John Jung Jr., Randy Donley,
Jim Heisler and Bob Nowak.

FROM: Angela Wood-Zuzevich, Business Manager
McHenry County Sheriff's Office

SUBJECT: Authorizing the acceptance and emergency appropriation to the
Sheriff's Office Budget for funds awarded through an IDOT
Sustained Traffic Enforcement Program (Step) Grant.

Board/Committee Action Requested: Authorizing the acceptance and emergency appropriation to the Sheriff's Budget for the Illinois Department of Transportation (IDOT) STEP Grant.

Background and Discussion: The McHenry County Sheriff's Office was awarded an IDOT Step Grant in the amount of \$54,259.87. The grant is for impaired driving and occupant safety enforcement campaigns from October 1, 2011 through September 30, 2012.

Impact on Human Resources: None

Impact on Budget (Revenue; Expenses, Fringe Benefits): \$54,259.87 in Revenue.

Impact on Capital Expenditures: None

Impact on Physical Space: None

Impact on Other County Departments or Outside Agencies: None

Attachments/Appendices: None