

*Note: These minutes are not official until approved by the Law and Justice Committee at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*

DeKalb County Government  
Sycamore, Illinois

**Law & Justice Committee Minutes  
February 24, 2014**

The Law and Justice Committee of the DeKalb County Board met on Monday, February 24, 2014 at 6:30 p.m. in the DeKalb County Administration Building's Conference Room East.

Chairman Fullerton called the meeting to order. Those present were Mr. Cvek, Mr. Frieders, Mr. Oncken, Mrs. Tobias, Mrs. Turner and Mr. Tyson. All Committee Members were present. Others present were Gary Hanson, Dave Miller, Stephen Reid, Richard Schmack, Thomas McCulloch, Robert Carlson, Margi Gilmour, Sheriff Scott, Gary Dumdie and Jeff Whelan.

**APPROVAL OF MINUTES**

Moved by Mrs. Turner, seconded by Mrs. Tobias and it was carried unanimously to approve the minutes from November 18, 2013.

**APPROVAL OF THE AGENDA**

Moved by Mr. Cvek, seconded by Mrs. Tobias and it was carried unanimously to approve the agenda.

**PUBLIC DEFENDER'S REPORT – MR. THOMAS McCULLOCH**

Mr. McCulloch, DeKalb County Public Defender, shared his December 2013 and January 2014 reports. He indicated that they finished more cases than they were appointed to last year and have had a slower start to the new year possible due to the holidays.

On another note Mr. McCulloch announced that Mike Montgomery has taken a position in Kendall County and has since hired a 2013 graduate from N.I.U. as his replacement. They are hoping for a smooth transition between the replacements. He also wanted to note to the Committee that something they may want to investigate is why the Public Defender's Office lost a lawyer after only a year. He felt that money was the big issue and feels that sometime in the future it will be an issue that will need to be addressed.

The last issue that Mr. McCulloch mentioned was a flooding issue that occurred in his department due to ice clogged drains because of the current weather conditions. The Committee spoke briefly on the issue and what steps are being taken to ensure that problems with flooding in the office or building will not happen in the future.

## **COURT SERVICES AUGUST REPORTS – MS. MARGI GILMOUR**

Ms. Margi Gilmour, Director of the Adult and Juvenile Court Services Department, shared with the Committee her monthly Adult Court Services Reports and Juvenile/Detention Reports for December 2013 and January 2014. Ms. Gilmour also indicated that in the next couple months she will be presenting a Juvenile/Detention Annual Report.

She also shared that they had one youth return home from residential placement and is doing well but that they did have another enter into placement in February so they currently still have two youths in residential placement.

Ms. Gilmour explained that new in January HB2404 went into effect which increased the age of juvenile defenders from 17 to 18 years of age for felonies only. The effects of this new law are yet to be known but Ms. Gilmour shared she did not anticipate there would be a large spike in numbers of juvenile referrals.

Mr. Oncken asked to clarify that no 17 year old can be held at the DeKalb County Jail. Ms. Gilmour and Sheriff Scott affirmed that that was correct.

The last update Ms. Gilmour shared was that the Pre-Trial Program was not officially up and running yet but will be very soon and she interviewed a couple of internal candidates last week. Mr. Cvek asked how many external candidates applied for the positions that were advertised for the program. Ms. Gilmour indicated that there were only about eight.

## **FAMILY SERVICE AGENCY – PROPOSAL FOR NEUTRAL EXCHANGE FOR FAMILY LAW CASES**

Dave Miller, Director of Family Service Agency met with the Law & Justice Committee to discuss and present further information regarding a program for neutral exchange for family law cases. Mr. Miller gave a brief overview of the program and highlighted some points that he shared from when the Committee last met in November.

The Neutral Exchange Program would be used when a situation like a divorce is so bad that neither parties can be in the same location so a designated spot is reserved for pick up and drop off of children with enough time allowance in between that the parents will not come in contact with each other during the exchange of visitations. This provides a safe and calm environment for the children that are involved. The Family Service Agency would also provide objective reporting to the courts regarding the exchanges. Similar programs have already been implemented in DuPage and Winnebago Counties and both counties have been very helpful in supplying Family Service Agency with information that would help get the program up and running.

Mr. Miller also presented the Committee a purposed budget and budget description for the program as if it were to be a stand-alone program. He explained that because Family Service Agency would be conducting this program at their already existing facility many of the everyday costs such as rent, utilities and office supplies would be absorbed through them.

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Chairman Fullerton asked Mr. Miller how he established demand for the program and to explain the fee that would be attached the civil cases. Mr. Miller explained that the demand for the program came up a few years ago at a meeting with the Honorable Judge Stuckert and Honorable Judge Matekaitis and a board member from Family Service Agency. The Judges had brought up the issue as something they perceived through Family Court would be a need in DeKalb County. Mr. Miller secondly explained that the fee amount is attached to a State Statute that provides for a max of \$8 to be attached to all civil filing cases. In looking into the programs that are already being implemented in DuPage and Winnebago, Mr. Miller indicated that he would suggest the max of \$8 be requested for the start of the program in DeKalb County.

Mr. Oncken shared that he had emailed both of the Family Court Judges as well as the Presiding Judge and they all indicated that the need in DeKalb County for this program is real.

Mr. Miller continued to address a few questions Members had regarding the program along with the intent and possible situations that may occur. Mr. Miller informed that the main purpose of this program is to help with the best interest of the child; many of these situations the parents are unable to even have contact with each other while they are going through divorce cases. The Family Service Agency would be reporting to the courts to inform how the exchanges are going or if either parent is consistently late, if a parent does not show up, or if there are even more serious problems that are happening.

Chairman Fullerton inquired about the safety protocols that would be in place for this program. Mr. Miller explained that it would be a very involved system and when the program would begin they would conduct interviews with both parents to set up a schedule, understand the situation and the needs of the child. There would be security personnel on the property at the time of the designated pick-up and drop-off times. There would also be staff that would be responsible for the child during the 15 minute interval of the exchanges. Internal video monitoring systems would also be placed in and around the facility.

Mr. Oncken reminded the committee that this program would be contracted out to the Family Service Agency and if they would not be running this program up to par or if the need for this program were to happen to decrease tremendously. The program can be terminated or could even be bid out to another provider.

Mrs. Tobias asked Mr. Miller if they would need start-up money for the program from the County. Mr. Miller indicated that from talking to the other Counties that have started similar programs, when the fee is approved they would start receiving that money immediately to get everything with the program in order before the program would actually start operating. Family Service Agency would recommend using this same type of system instead of asking for start-up money.

Mr. Frieders as well as Mr. Cvek expressed their concerns about the budget and funding of the program. Mr. Cvek indicated that he would like to see some harder numbers that would reflect the actual number of civil cases in DeKalb County. Mr. Oncken reminded that there would be no General Fund monies used for this program and if a deficit occurs and the monies cannot be raised the program can be discontinued. There additional discussion regarding staffing and reasoning for the purposed program.

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**Mrs. Tobias moved authorize a Resolution for the implementation of an \$8.00 fee to be charged on all civil case filings to fund the Neutral Exchange Program and enter into an agreement with Family Service Agency to provide the services for the program. Mr. Tyson seconded the motion. The motion carried by voice vote with one opposition from Mr. Cvek.**

Mr. Hanson wanted to clarify if this Resolution would be going to the Full Board for Approval in March or if the Committee wanted to see it come back to them first. Mr. Cvek mentioned he felt there were still questions that had not been answered. Chairman Fullerton announced that it was indicated earlier in the meeting that additional information and documentation was requested on how many civil cases are filed in DeKalb County, whether or not DuPage and Winnebago Counties charge the full \$8.00 fee and how many families are currently participating in the other counties programs. Again Mr. Hanson asked to clarify if the Committee was asking Mr. Miller to come back to the Committee next month with the additional information and sample Resolution.

**Mr. Frieders moved to reconsider the previous motion made by Mrs. Tobias. Mr. Cvek seconded the motion. The motion passed unanimously by voice vote.**

**Chairman Fullerton moved to table the prior motion made by Mrs. Tobias and wait for additional information on the program to be presented at the March Law & Justice Committee Meeting. Mr. Cvek seconded the motion. The motion carried unanimously by voice vote.**

#### **COST ALLOCATION MODEL FOR E-911 DISPATCH CENTER – SHERIFF SCOTT**

Sheriff Scott presented a summary of the 2014 Communications Cost Sharing Plan with the Committee. The cost study was done to determine how to fund the communications center going forward. Sheriff Scott briefly went over the summary and shared how the communication / dispatch center has performed and funded in the past. In 2013 a study was conducted to cover all areas of the Sheriff's Communication System, but the primary focus was to look at operational staffing levels, method of operations, and funding models in order to be as equitable and fair to everyone who is involved in the communications center as possible.

Sheriff Scott has predicted that when this study was going to start last summer that when the results were released not everyone was going to be happy. He found that prediction to be true. The study determined that staffing levels and operations were appropriate and the study also indicated that the allocation of cost by amount of usage seemed to be the reasonable approach.

The plan the Sheriff is instituting will be seven year phased in plan for all participating agencies except Sycamore and Genoa. The Sycamore and Genoa costs are not phased in because their cost under the new system are either reduced or stabilized. The phase in program for other agencies is designed to facilitate long range planning on the part of everyone, it is also important to note that at the conclusion of the phase in period the County's portion of the communication budget will be reduced. In the future should other agencies join the center then that should lead to cost reductions for all participants, Sheriff Scott explained. The seven year plan is based on a 5% inflation rate and a steady amount of police activity.

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The Sheriff explained that the reason that he was bringing this item to the Committee was because the Members represent all parts of the County and it is possible to start hearing complaints due to an increase in costs for all participants. The Cities and Villages, excluding Sycamore and Genoa, are looking at an increase of 23% in 2014. Some municipalities will not be as effected as others.

The 2014 Communications Cost Sharing Plan Summary are attached to these minutes and the full Communications Study has been placed on the County's Website under Hot Topics.

### **LOBBY FOR CHANGES IN THE ILLINOIS CRIMINAL CODE FOR DRUG OFFENSES & NON-VIOLENT CRIMES**

The topic item was brought to the Law & Justice Committee by Member, Mr. Tyson, but he deferred the explanation to Mr. Stephen Reid. Mr. Reid expressed his concern with the fact that Legislators and Politicians are passing too many laws instead of looking into a general reform of the criminal justice system. After a discussion with State Representative Robert Pritchard, Mr. Reid notes that he suggested the County Board to provide a letter and lobby Metro West with these concerns.

Mr. Reid provided some statistics to the Committee that supported his suggestion of the problems with the criminal justice system and the Legislation that continues to pass the new laws. Chairman Fullerton shared that she wanted to be clear on what they would be asking Metro West to do, whether it be an entire revision and consolation of the whole criminal code or only work on certain specific laws.

Mr. Cvek expressed that he agreed with Mr. Reid's thoughts but from his experience in working with Legislators and how things move at the state level, without giving them some specifics he is afraid that the topic will just get "round filed". Mr. Cvek suggested possibly choosing 6-7 that are really costing the County money and creating a backlog and address them specifically instead of addressing the entire criminal justice system as a whole.

Mrs. Tobias shared that the Executive Director of Metro County also sits on the Illinois Counties Association Board with her and Mrs. Tobias announced she will talk to her to see if Metro Counties is already working on any legislative issues that pertain to this issue. Mrs. Tobias announced she will bring more information to next month's meeting.

The Committee expressed their opinions about the criminal justice system and the types of laws that there is today. They also worked out seeking a stronger objective to focus on for this issue. Chairman Fullerton suggested setting up a workshop in a couple months at one of the Committee Meetings to discuss issues that they want to look further into in regards to this topic.

### **BUDGET EVAULATION**

Chairman Fullerton explained to the Committee that at the last Finance Committee Meeting they discussed Committee oversight of budgets and how there is a need for the Standing Committees to do the deep dive into the individual budgets that report to them. Mrs. Fullerton asked the Law & Justice Committee what their thoughts were on this matter and that there was time still this

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year to pick a couple budgets and properly dismantle them if that is the route everyone was willing to take.

Mrs. Turner expressed that she had a real problem with the whole idea of Committees looking deeper in the department's budgets. She continued to explain that it makes it seem like the County Board doesn't trust the Department Heads and Finance Director to do their jobs and that they just want to micro manage the departments. Chairman Fullerton shared that she understood Mrs. Turner's concern and that the Finance Committee discussed the idea in great depths about what exactly is the right depth in oversight that the County Board Committee should have.

Mr. Oncken shared that his thought was if they were going to take a "deep dive" into reviewing budgets that they would just do one, they had to do them all, and that Law & Justice Committee has a numerous number of departments that report to them.

Mr. Cvek announced that he agreed with Mr. Oncken and that what he purposed at the Finance Committee was that they set a budget review schedule where every three to five years the Committee would take a closer, in depth look at certain budgets. He continued that this is not to say that the County Board does not trust the Department Heads or the staff that currently run this process but this would add an extra policy of oversight to the whole budget process.

Sheriff Scott shared that every year the Department Heads have to put the budget together line by line and they already have to justify what every piece of equipment and all of their information is already fully laid out and available for viewing every year.

Mr. Cvek continued that he understood that but the discussion in Finance Committee was to make the whole budget process a more collaborative effort. He further explained that he felt the currently budget process is not working so he felt this is an added way to take a different approach to the same problem. Mr. Frieders agreed with Mr. Cvek and expressed his same concerns with the current budget process.

There was additional strong conversation regarding the Member's opinions on the currently budget process and the new suggestions for reviewing department's individual budgets at the Committee level. Chairman Fullerton reiterated that she wanted this item on the agenda to get a feel for what the Law & Justice's opinions are on taking a "deep dive" into the department budgets that report to them. Chairman Fullerton also suggested that it would be helpful for the Finance Committee to develop some metrics or general guidelines for other Committees to look at, but if there is a consensus of Members in a Committee that are willing to look deeper into individual budgets, than that is as far as the suggestion will go.

Mr. Oncken suggested for anyone who wants to take a closer look at a certain budget and analyze it deeper, could do so and then present their findings to the Committee and they will listen. He also stated that he felt an entire Committee analyzing a budget together would not be productive.

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The Committee continued to discuss with each other to find middle ground of what they are willing to do in regards to the budget process. The suggestion was made to have Department Heads that report to the Law & Justice Committee come and explain what they foresee their department's biggest budget problem to be. It was also suggested and agreed that the process can be started earlier in the year.

Mr. Oncken suggested that the Committee keep this item on the agenda for next month and within that time if the Finance Committee can come up with more concert proposition then the Law & Justice Committee will revisit what is being asked of them to possibly do.

#### **PERMANENT MEETING DATE**

It was suggested by Administration that the Law & Justice Committee meet on the Fourth Monday of the Month starting in April due to the rule change passed by the County Board which enables Committees to meet in-between the Executive Committee and the Full County Board Meeting. This change does not need to take effect until the end of the year but can any time before then.

Due to current scheduling conflicts, the Committee decided to start meeting on the fourth Monday of the Month in November.

#### **ADJOURNMENT**

It was moved by Mr. Oncken, seconded by Mrs. Turner, and it was carried unanimously to adjourn the meeting.

Respectfully submitted,

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Chairman Julia Fullerton

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Tasha Stogsdill, Recording Secretary

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TO: LAW AND JUSTICE COMMITTEE  
 DEKALB COUNTY BOARD  
 DEKALB COUNTY, ILLINOIS

**REPORT OF PUBLIC DEFENDER  
 MONTH OF JANUARY 2014**

The Undersigned Public Defender for DeKalb County, Illinois, pursuant to statute in such cases made and provided, hereby files the report of services performed by him and his assistants for the above stated month listing the number of cases at the start of the month as indicated by category listing, and the number of cases closed at the end of the month, which are as follows:

	<b>MCCULLOCH</b>	<b>MCGUIRE</b>	<b>CRISWELL</b>	<b>CARLSON</b>	<b>STAUFFENBERG</b>	<b>OLSON</b>	<b>AL-HENAY</b>	<b>MONTGOMERY</b>	<b>TOTAL</b>
CRIMINAL FELONY	30	122	129	71	92	60	0	0	504
CRIMINAL MISDEME	7	30	40	22	23	18	280	160	580
TRAFFIC OFFENSES	1	36	22	18	66	13	175	164	495
JUVENILE					24	257		71	352
OTHER			1	2		0	2		5
<b>TOTAL OPEN</b>	<b>38</b>	<b>188</b>	<b>192</b>	<b>113</b>	<b>205</b>	<b>348</b>	<b>457</b>	<b>395</b>	<b>1936</b>
Total Open Jan 14	4	31	27	16	15	27	141	119	380
Total Close Jan 14	1	21	22	7	20	48	106	63	288
TTL YTD Opened									380
TTL YTD Closed									288

Respectfully submitted,

Approved,

Lori A King  
 Secretary

Thomas O. McCulloch  
 Public Defender  
 DeKalb County, Illinois

cc: Honorable Robbin Stuckert

# DEKALB COUNTY SHERIFF'S OFFICE JAIL POPULATION REPORT DECEMBER 2013

## AVERAGE DAILY POPULATION

143

<u>SEX</u>		<u>TYPE OF CRIME</u>		<u>COURT STATUS</u>		<u>PERIODIC IMPRISONMENT</u>	
<i>Male</i>	<i>Female</i>	<i>Felony</i>	<i>Misdemeanor</i>	<i>Sentenced</i>	<i>Pre-Sentenced</i>	<i>Week-ends</i>	<i>Work Release</i>
314	62	193	183	64	312	1	3

## MONTHLY TRANSPORTS

	Number of Transports	Total Man Hours
<i>General</i>	32	80
<i>Medical – Mental</i>	3 / 1	4.5 / 23.5
<i>Jail Overcrowding</i>	65	122
<i>Juvenile</i>	8	15.5
<b><i>Totals</i></b>	<b>109</b>	<b>246</b>

## DOC

	Male	Female
<i>Sentenced</i>	14	0
<i>Parole</i>	1	0
<b><i>Totals</i></b>	<b>15</b>	<b>0</b>

## MONTHLY INMATE POPULATION STATISTICS

	NON-SENTENCED		REGULAR SENTENCED		WEEK-ENDERS		WORK RELEASE		EHM (ADULTS)	
	Number of Bookings	Total Days Held	Number of Bookings	Total Days Held	Number of Bookings	Total Days Held	Number of Bookings	Total Days Held	Average For Month	Total Days Held
<i>Male</i>	165	3367	46	587	0	5	1	50	-	-
<i>Female</i>	45	354	8	74	0	0	0	0	-	-
<b><i>Totals</i></b>	<b>210</b>	<b>3721</b>	<b>54</b>	<b>661</b>	<b>0</b>	<b>5</b>	<b>1</b>	<b>50</b>	<b>25</b>	<b>781</b>

**Average Daily Population:** The average number of inmates in the jail for the month. Counts each day a person was in the Jail and includes all people booked into the jail.

**Monthly Transports:** "Jail Overcrowding" represents transports related to jail overcrowding which would include the transport to and from the other facility, transports for court if they are a pre-sentenced inmate, and any other transport which may be necessary.

**DOC: 1) Sentenced:** Represents the number of inmates transported to the Department of Corrections because they were sentenced to prison for a period of time.

**2) Parole:** Represents the number of inmates transported to the Department of Corrections because they were arrested on a new charge, on parole and returned to DOC to face their parole violation.

**EHM:** The numbers reflect only adults on Electronic Home Monitoring for the month. Juveniles would not be housed in the County Jail.

# DEKALB COUNTY SHERIFF'S OFFICE JAIL POPULATION REPORT JANUARY 2014

## AVERAGE DAILY POPULATION

148

<u>SEX</u>		<u>TYPE OF CRIME</u>		<u>COURT STATUS</u>		<u>PERIODIC IMPRISONMENT</u>	
<i>Male</i>	<i>Female</i>	<i>Felony</i>	<i>Misdemeanor</i>	<i>Sentenced</i>	<i>Pre-Sentenced</i>	<i>Week-ends</i>	<i>Work Release</i>
313	69	197	185	48	34	0	4

## MONTHLY TRANSPORTS

	Number of Transports	Total Man Hours
<i>General</i>	30	110
<i>Medical – Mental</i>	4 / 0	6
<i>Jail Overcrowding</i>	57	100
<i>Juvenile</i>	6	13
<b><i>Totals</i></b>	<b>97</b>	<b>229</b>

## DOC

	Male	Female
<i>Sentenced</i>	6	0
<i>Parole</i>	0	0
<b><i>Totals</i></b>	<b>6</b>	<b>0</b>

## MONTHLY INMATE POPULATION STATISTICS

	NON-SENTENCED		REGULAR SENTENCED		WEEK-ENDERS		WORK RELEASE		EHM (ADULTS)	
	Number of Bookings	Total Days Held	Number of Bookings	Total Days Held	Number of Bookings	Total Days Held	Number of Bookings	Total Days Held	Average For Month	Total Days Held
<i>Male</i>	177	3494	35	586	0	0	2	73	-	-
<i>Female</i>	55	399	5	47	0	0	0	0	-	-
<b><i>Totals</i></b>	<b>232</b>	<b>3893</b>	<b>40</b>	<b>633</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>73</b>	<b>21</b>	<b>650</b>

**Average Daily Population:** The average number of inmates in the jail for the month. Counts each day a person was in the Jail and includes all people booked into the jail.

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**EHM:** The numbers reflect only adults on Electronic Home Monitoring for the month. Juveniles would not be housed in the County Jail.

**DEKALB COUNTY ADULT COURT SERVICES  
MONTHLY REPORT  
FISCAL YEAR 2013**

**PROBATION**

	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	Total
PSI's Ordered	2	2	1	2	0	7	4	11	5	9	6	6	55
PSI's Completed	2	0	2	0	0	1	5	9	4	10	4	9	46
New Active Cases	32	21	35	25	26	33	23	15	30	26	20	19	305
Felony	339	342	342	344	345	347	350	329	323	325	333	331	338
Misdemeanor	138	137	138	139	145	148	146	142	139	141	140	135	141
DUI	10	8	8	8	7	5	3	3	3	3	2	2	5
Traffic	4	4	4	3	3	3	3	3	3	2	2	2	3
Total Active Caseload	491	491	492	494	500	503	502	477	468	471	477	470	486
Administrative Cases	912	918	927	932	950	960	977	863	869	873	879	880	912
Transfer In Cases	10	12	13	10	6	10	4	9	8	14	6	4	106
Transfer Out Cases	18	8	20	9	12	11	15	11	14	6	8	14	146
Tech Viol. Reported	21	26	30	36	25	35	29	32	36	28	21	36	355
Crim. Viol. Reported	15	15	14	16	14	29	18	15	22	22	14	15	209
Tech. - No Violation	1	0	2	3	0	0	0	0	1	0	1	0	8
Tech. - Finding Viol.	7	2	4	3	1	3	3	9	1	5	6	7	51
Crim. - No Violation	0	1	0	0	0	0	0	1	0	1	1	0	4
Crim. - Finding Viol.	7	6	5	1	3	2	4	4	4	3	2	6	47
Successful Terminations	7	10	14	17	10	14	11	11	21	14	12	8	149

mp. averages

**COMMUNITY RESTITUTION SERVICE**

	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL
# Adults Referred	85	69	91	84	84	91	97	91	79	94	63	98	1026
# Hours Ordered	8,911	6,594	9,247	9,663	9,237	9,398	9,339	9,783	9,221	9,630	5,820	11,589	108,432
# Hours Completed	6,114	5,999	6,273	5,980	6,419	8,005	6,637	7,513	4,824	5,058	5,264	5,450	73,536

# Juveniles Referred	3	3	14	11	10	16	8	14	10	12	13	8	122
# Hours Ordered	300	90	707	380	400	650	275	620	495	730	480	270	5397
# Hours Completed	260	208	221	164	385	370	247	508	114	134	171	274	3056



**JUVENILE PLACEMENT/DETENTION REPORT**

**PLACEMENT**

	<u>Jan. 13</u>	<u>Feb. 13</u>	<u>Mar. 13</u>	<u>Apr. 13</u>	<u>May 13</u>	<u>June 13</u>	<u>July 13</u>	<u>Aug. 13</u>	<u>Sept. 13</u>	<u>Oct. 13</u>	<u>Nov. 13</u>	<u>Dec. 13</u>
Residential placements at beginning of mo.	0	0	0	0	0	0	1	1	1	2	2	2
Minors placed during the month	0	0	0	0	0	1	0	0	1	0	0	0
Minors released during the month	0	0	0	0	0	0	0	0	0	0	0	0
Minors in residential placement at end of mo.	0	0	0	0	0	1	1	1	2	2	2	2

**DETENTION**

	<u>Jan. 13</u>	<u>Feb. 13</u>	<u>Mar. 13</u>	<u>Apr. 13</u>	<u>May 13</u>	<u>June 13</u>	<u>July 13</u>	<u>Aug. 13</u>	<u>Sept. 13</u>	<u>Oct. 13</u>	<u>Nov. 13</u>	<u>Dec. 13</u>
Minors in detention at beginning of month	1	1	1	1	2	0	0	1	2	0	1	1
Minors detained during the month	2	5	8	5	7	4	4	5	6	5	6	5
Minors released during the month	2	5	8	4	9	4	3	4	8	4	6	4
Minors in detention at end of month	1	1	1	2	0	0	1	2	0	1	1	2
Average daily population for mo. admissions	1	1	1.5	2	1	0.5	1	1	2	2	0.5	1
Average length of stay for mo. admissions	14.5 days	5.5 days	5.5 days	10 days	6.5 days	3.5 days	10 days	7 days	9 days	12 days	2.5 days	4.5 days



# Family Service Agency

Class/Cost Center: Safe Family Center

Account	Neutral Exchange
<b>EXPENSES</b>	
<b>Employee Related Expenses</b>	
Employee Related Expenses:Payroll Processing	\$120.00
Employee Related Expenses:Dues & Subscriptions	\$200.00
Employee Related Expenses:Recruitment & Related Expenses	\$300.00
Employee Related Expenses:Travel	\$500.00
Employee Related Expenses:Travel:Other	
Employee Related Expenses:Travel:Local Mileage	
Employee Related Expenses:Conferences & Meetings	\$1,000.00
Employee Related Expenses:Staff Development Training	\$700.00
Employee Related Expenses:Salarie · Support Salaries & Related Expenses	\$5,824.00
Employee Related Expenses:Salarie · Salaries & Related Expenses:FICA	\$3,825.00
Employee Related Expenses:Salarie · Salaries & Related Expenses:Unemployment	\$3,000.00
Employee Related Expenses:Salarie · Salaries & Related Expenses:Retirement	
Employee Related Expenses:Salarie · Salaries & Related Expenses:Flex Spending	
Employee Related Expenses:Salarie · Salaries & Related Expenses:Workman's Comp	\$1,500.00
Employee Related Expenses:Salarie · Salaries & Related Expenses:FT Salary	\$30,000.00
Employee Related Expenses:Salarie · Salaries & Related Expenses: PT Salary	\$20,000.00
<b>Total Employee Expenses</b>	<b>\$66,969.00</b>
<b>Support Services</b>	
<b>Support Services:Professional Fees</b>	
Support Services:Professional Fees:Contracts for Security	\$11,440.00
Support Services:Telephone	\$500.00
Support Services:Equipment Maintenance	\$200.00
Support Services:Office Equipment & Furniture	\$300.00
Support Services:Office Equipment & Furniture:Purchase & Replacement	\$3,000.00
Support Services:Office Equipment & Furniture:IT	
Support Services:Office Equipment & Furniture:IT:Subscription Fees	
Support Services:Office Equipment & Furniture:IT:Support & Maintenance	
Support Services:Office Equipment & Furniture:Equipment Repairs & Maintenance	
<b>Support Services:Supplies</b>	
Support Services:Supplies:Recognition	
Support Services:Supplies:Food	\$250.00
Support Services:Supplies:Program	
Support Services:Supplies:Office	\$500.00
<b>Support Services:Printing</b>	
Support Services:Printing:External Printing	
Support Services:Printing:Internal Printing	\$250.00
Support Services:Postage	\$100.00
<b>Total Support</b>	<b>\$16,540.00</b>
<b>Occupancy</b>	
<b>Occupancy:Utilities</b>	
<b>Occupancy:Custodian</b>	
<b>Occupancy:Land &amp; Building Maintenance</b>	
Occupancy:Land & Building Maintenance:Equipment Replacements	
Occupancy:Land & Building Maintenance:Equipment Repairs	
Occupancy:Land & Building Maintenance:Plowing & Mowing	
<b>Occupancy:Rent Expense</b>	
Occupancy:Rent Expense:Facility Charge	
Occupancy:Rent Expense:In-Kind	\$12,000.00
<b>Total Occupancy</b>	<b>\$12,000.00</b>



<b>Other Expenses</b>	
Other Expenses:Sponsorships	
Other Expenses:Other	
Other Expenses:Subscriptions & Reference	
Other Expenses:Insurance	\$500.00
Other Expenses:Affiliated Organization Expense	
Other Expenses:Advertising/PR/Marketing	\$500.00
Other Expenses:Advertising/PR/Marketing:Materials	
Other Expenses:Advertising/PR/Marketing:Radio	
Other Expenses:Advertising/PR/Marketing:Print	
<b>Total Other Expenses</b>	<b>\$1,000.00</b>
<b>Total Expense</b>	<b>\$96,509.00</b>

**Family Service Agency  
Neutral Exchange Budget Description**

**EMPLOYEE EXPENSES**

Payroll Processing

Fees for Payroll Company

Subscriptions and Reference & Dues

Only those subscriptions, reference materials and dues directly for program support

Recruitment & Related

Advertising for employment

Travel

Employee travel reimbursements

Conferences & Meetings

Cost associated with out of the office conferences and meetings

Training

Only those expenses related to the training of employees to perform their job duties. Not to purchase training material for programs.

Support Salaries

Salaries for support staff for program. Approx. 8 hours per week

FICA

Employer liability based on payroll actual, FICA is figures at 7.65% of the salary

Unemployment

Employer liability for unemployment insurance our current rate is 6.25% of the salary

Flex

Benefit amount to employees

Workman's Compensation

Employer liability for Workman's Compensation insurance current rate is 2.53% of the salary

FT Salary

Compensation for Program Director

PT Salary

2 part time exchange workers, each at 10 hours per week

## **SUPPORT EXPENSES**

### **Professional Fees**

On site security during hours of exchange operations

### **Telephone**

Cost of the telephone bills

### **Equipment Maintenance**

Servicing the IT needs

### **Office Furniture & Equipment**

Furniture, hardware, computers

Video Equipment

### **Support Supplies: Food**

Snacks for children while they wait

### **Office Supplies**

Papers, pens, file folders, ink cartridges, tape, staples,

### **Printing**

Costs associated with the contracts with the number of copies on the copier and risograph, fees to have a printing company print letterhead, envelopes, business cards, brochures, newsletters, etc...

### **Postage**

All postage expenses whether mailed internally or externally

## **OCCUPANCY EXPENSES**

### **Rent**

Estimated fair market value of rent for space use

## **OTHER EXPENSES**

### **Insurance**

All insurance policies for the building and the operations of the agency except for workman's compensation

### **Advertising/PR Marketing**

Costs associated with marketing not to be confused with printing costs, advertisements, fees to attend an expo type of event, inclusion in printed community materials



# DeKalb County Sheriff's Office

ADMINISTRATION OFFICE • 815-895-7280  
CIVIL PROCESS • 815-895-7259  
COMMUNICATION CENTER • 815-895-2155  
CORRECTIONS/JAIL • 815-895-4177  
FAX • 815-895-7235 - SHERIFF  
FAX • 815-895-7275 - COMMUNICATIONS  
FAX • 815-899-0777 - CORRECTIONS

"TO SERVE AND PROTECT"

**ROGER A. SCOTT, SHERIFF**

**GARY DUMDIE, CHIEF DEPUTY**

## LAW AND JUSTICE COMMITTEE

February 24th, 2014

### Communications 2014 – Cost Sharing Plan Summary

Prior to 2003, the Sheriff's Office provided free telecommunication services to all DeKalb County towns/villages except (Sycamore, Sandwich, Genoa, and DeKalb). The towns and villages operated from one radio console and system along with the Sheriff.

During 2002 – 2003 Sycamore and Genoa decided to eliminate their communications/dispatch Center and consolidate with DeKalb County Sheriff's Communication Public Safety Answering Point (P.S.A.P.). After significant negotiations they reached an agreement with the County and Sheriff. The contract was based on personnel costs, and other communication budgeted costs, to be raised or lowered annually based on the Communications Budget.

Shortly after the consolidation with Sycamore/Genoa, in effort to provide more equity amongst cities and towns and help defray the costs of the overall Communication Center, it was decided to begin charging all law enforcement agencies involved in the combined center. The towns and villages were charged based on a different formula than that of Sycamore/Genoa because the towns were sharing the cost of the Sheriff's Console only, not the entire Communication Center Budget, as does Sycamore and Genoa. The small towns formula is based on law enforcement usage as determined by specific computer aided dispatch events (CAD), and sliding scale for population. This system has continued with some minor adjustments over the years.

As costs of technology and labor continued to rise, the different entities involved had concerns and difficulty with the rising costs. As a result a study was initiated in 2013, to

examine the operation and funding of the Sheriff's Communication Center. The Sheriff's Office and City of Sycamore funded the study.

The study, conducted by **PSAP Concepts and Solutions**, covered all areas of the Sheriff's Communication System, but primary focus was to look at operational staffing levels, method of operations, and funding models. The study determined that staffing levels and operation methods were appropriate. In regards to the funding of the Sheriff's PSAP, the study looked at different models of funding. The study indicated that the allocation of cost by amount of usage seemed to be the most reasonable approach and predominate regional model of distributing costs.

Therefore, in an effort to provide financial equity for large and small towns a like, we have adopted a police activity based approach for all participating agencies sharing the budget of the entire Communication Center. The alternative to doing this is to stand firm on our historical position and face the loss of Sycamore and Genoa, which would have a negative financial impact for all participating agencies. A third alternative for cost sharing would have been by population for each entity, however it would have increased the costs also for all entities except the County.

The plan we are instituting will be a seven (7) year phased in plan for all participating agencies except Sycamore, and Genoa. The Sycamore and Genoa cost our not phased in because their cost under the new system are either reduced or stabilized, The phase in program for other agencies is designed to facilitate long range planning on the part of everyone, it is also important to note during an at the conclusion of the phase in period the county's portion of the communication budget will be reduced. In the future should other agencies join the center then that should lead to cost reductions for all participants.

Cities and towns are on a July 1<sup>st</sup> budgeting cycle rather the county's calendar cycle, so detailed information has been given to the Chiefs of Police last week to facilitate their budgeting process. The full Communications Study has been placed on the county website, under Hot Topics.



Sheriff Roger Scott