



DU PAGE COUNTY

Judicial and Public Safety Committee

Final Summary

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Tuesday, August 15, 2023

8:00 AM

County Board Room

1. CALL TO ORDER

8:00 AM meeting was called to order by Chair Lucy Evans at 8:00 AM.

2. ROLL CALL

Other Board members present:

Member Cindy Cahill and Member Paula Garcia

Staff present:

Nick Kottmeyer (Chief Administrative Officer), Joan Olson (Chief Communications Officer), Conor McCarthy (State's Attorney's Office), Lisa Smith (State's Attorney's Office), Evan Shields (Public Information Officer), Jason Blumenthal (Policy and Program Manager), Craig Dieckman (Director, Office of Homeland Security and Emergency Management), Candice Adams (Circuit Court Clerk), Kevin Vaske (Chief Deputy Circuit Court Clerk), Julie Ellefsen (Accounting Chief, Circuit Court Clerk's Office), Jeff York (Public Defender), Jeff Martynowicz (Chief Financial Officer), Jennifer Sinn (Deputy Chief Financial Officer), Nick Etminan (Procurement) and Mark Thomas (Facilities Manager).

PRESENT	Chaplin, Childress, DeSart, Eckhoff, Evans, Gustin, Krajewski, Ozog, Schwarze, Zay, and Yoo
LATE	Tornatore

3. PUBLIC COMMENT

No public comment was offered.

4. CHAIR REMARKS - CHAIR EVANS

Chair Evans began by reminding the Committee that they will be hearing several FY2024 budget presentations today. At this meeting, Circuit Court Clerk Candice Adams will be presenting her budget and this afternoon at the Special Call meeting, budget presentations will be offered by the 18th Judicial Circuit Court, the Sheriff's Office, the State's Attorney's Office and the Public Defender.

5. APPROVAL OF MINUTES

5.A. [23-2716](#)

Judicial and Public Safety Committee - Regular Meeting - Tuesday, August 1, 2023.

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Patty Gustin
SECONDER:	Liz Chaplin

6. PROCUREMENT REQUISITIONS

6.A. [23-2717](#)

Recommendation for the approval for a contract purchase order to Insight Public Sector, Inc., for the purchase of Fortinet FortiSwitches for the Sheriff's Office, for a contract total amount not to exceed \$21,011.48; per Cooperative Purchasing Agreement Pricing, in compliance with 30 ILCS 525/2 "Governmental Joint Purchasing Act", Omnia Partners #4400006644. (Sheriff's Office)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Greg Schwarze

7. RESOLUTIONS

7.A. [JPS-R-0063-23](#)

Intergovernmental Housing Agreement Between DuPage County and Kane County for the Housing of Prisoners. (Sheriff's Office)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AT COMMITTEE
MOVER:	Jim Zay
SECONDER:	Yeena Yoo

7.B. [JPS-R-0064-23](#)

Recommendation for the approval of a resolution authorizing execution of an Agreement between the County of DuPage, via its Office of Homeland Security and Emergency Management, and various partner agencies. (Office of Homeland Security and Emergency Management)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AT COMMITTEE
MOVER:	Liz Chaplin
SECONDER:	Yeena Yoo

7.C. [FI-R-0181-23](#)

Acceptance and Appropriation of the Illinois Court Commission on Access to Justice Grant PY24, Company 5000 - Accounting Unit 5925, \$13,000. (18th Judicial Circuit

Court)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Liz Chaplin
SECONDER:	Yeena Yoo

8. BUDGET TRANSFERS

8.A. [23-2718](#)

Transfer of funds from account no. 1000-5900-50099 (New Program Requests-Personnel) to account no. 1000-5900-50000 (Regular Salaries) in the amount of \$65,000 for a full-time accountant. FY23 budgeted position for new program request was filled 7/24/2023. Money needs to be transferred from New Program Requests to Regular Salaries. (18th Judicial Circuit Court)

Member DeSart asked if the cost of hiring this full-time accountant was included in the FY23 budget. Jason Blumenthal responded on behalf of the 18th Judicial Circuit Court confirming that yes, it was included in the budget.

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Yeena Yoo
SECONDER:	Liz Chaplin

8.B. [23-2719](#)

Transfer of funds from account no. 1000-6500-50000 (Regular Salaries) to account no. 1000-6500-50050 (Temporary Salaries) in the amount of \$34,800 to cover a shortage due to paying summer law clerks. (State's Attorney's Office)

Member DeSart asked whether or not this dollar amount was included in their budget. Lisa Smith responded that it was not included since the decision to make summer law clerks a paid position came afterwards.

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Jim Zay
SECONDER:	Liz Chaplin

8.C. [23-2720](#)

Transfer of funds from account no. 1400-6130-50080 (Salary and Wage Adjustments) to account no. 1400-6130-51040 (Employee Medical and Hospital Insurance) in the amount of \$9,500 to cover employee medical expenses for FY2023. (Probation and Court Services)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Yeena Yoo
SECONDER:	Liz Chaplin

8.D. [23-2721](#)

Transfer of funds from account no. 6000-1161-53370 (Repair and Maintenance - Other Equipment) to account no. 6000-1161-54120 (Automotive Equipment) in the amount of \$466,817 to move allotted funds for upfitting 35 vehicles from Contractual to Capital for PO#6096. (Sheriff's Office)

Member Chaplin inquired whether this expense was included in their budget. Jason Blumenthal responded on behalf of the Sheriff's Office that initially this amount was entered incorrectly, so this transfer is simply to correct a technical error.

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Liz Chaplin
SECONDER:	Jim Zay

9. ACTION ITEMS

9.A. [JPS-CO-0006-23](#)

Recommendation for the approval of an amendment to Resolution JPS-P-0079A-22, for a change order amending purchase order 5690-0001 SERV, issued to Clear Loss Prevention, Inc., to increase the contract in the amount of \$18,209, resulting in an amended contract total amount not to exceed \$324,148.19, an increase of 5.95%, for the DuPage Care Center. (Office of Homeland Security and Emergency Management/Campus Security)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Liz Chaplin
SECONDER:	Yeena Yoo

10. GRANTS

10.A. [23-2722](#)

GPN 049-23: Access to Justice Improvement Grant PY24 - Illinois Supreme Court Commission on Access to Justice - \$13,000. (18th Judicial Circuit Court - Law Library)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Liz Chaplin
SECONDER:	Michael Childress

11. TRAVEL

11.A. [23-2723](#)

Authorization is requested for this Emergency Management Coordinator to travel to the ILEAS Training Center in Urbana, Illinois to be part of the instructor cadre for a COMT class. Travel dates are October 2-6, 2023. Serving as an adjunct for this course allows this Coordinator to complete his DHS/CISA certification to instruct the All-Hazards Communications Unit Technician (COMT) course. ILEAS is providing lodging and meals for the instructors. There is no cost to DuPage County. (Office of Homeland Security and Emergency Management)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AT COMMITTEE
MOVER:	Yeena Yoo
SECONDER:	Liz Chaplin

11.B. [23-2724](#)

Authorization is requested for this OHSEM Volunteer to bring the RapidComm4 rapid communications vehicle to the ILEAS Training Center in Urbana, Illinois. Travel dates are October 5-6, 2023. The vehicle will be used for training on October 5 and then will be used by the students as part of a practical exercise on October 6. ILEAS is providing lodging and meals for the instructors. This Volunteer will drive the vehicle to/from ILEAS and staff the vehicle during the training and exercise. The cost to DuPage County is \$75 for gas reimbursement. (Office of Homeland Security and Emergency Management)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AT COMMITTEE
MOVER:	Michael Childress
SECONDER:	Yeena Yoo

12. BUDGET PRESENTATIONS**12.A. Circuit Court Clerk - Candice Adams**

Candice Adams, Circuit Court Clerk, presented her proposed FY2024 budget requests to the Committee. Clerk Adams began by providing an overview of the various functions of her office. She mentioned the many different agencies, departments and organizations that her office collaborates with in order to ensure the Courts operate efficiently. Clerk Adams spoke of the challenges her office continues to face since implementing the new E-filing system. She then highlighted just a few of her office's accomplishments and recognized several of her staff members for their contributions. One change in the office's Human Resources Department this year was the implementation of a parental leave policy, the first in the County. Clerk Adams then went on to explain each proposed request in her budget. Lastly, she encouraged the Committee members to tour her offices if they had not already done so. At the conclusion of Clerk Adams' presentation, questions and comments were brought forth by Members Gustin, Yoo, Chaplin, Childress, Cahill, Ozog, Krajewski and Zay regarding topics such as headcount, the new parental leave policy, teleworking and benefits. Clerk Adams, Lisa Smith, Jeff Martynowicz and Nick Kottmeyer offered responses.

13. OLD BUSINESS

No old business was offered.

14. NEW BUSINESS

No new business was offered.

15. ADJOURNMENT

With no further business, Member Zay moved, seconded by Member Chaplin to adjourn the meeting at 8:45 AM. The next meeting is scheduled for Tuesday, September 5, 2023 at 8:00 AM.