



Public Safety and Court Services Committee

Minutes

Lee County, Illinois

Mar 13, 2023 at 10:30 AM CDT

Old Lee County Courthouse, Third Floor, 112 E 2nd St, Dixon, IL 61021

I. Call to Order

Meeting was called to order at 10:30 a.m., by Chair Mike Koppien.

II. Committee Member Roll Call: Chair Mike Koppien, Vice Chair Keane Hudson, Katie White, Angie Shippert, Michael Pearson

Katie White was absent. Mike Koppien, Keane Hudson, and Angie Shippert were all present in person. Michael Pearson attended via Zoom video conferencing.

Also present: Tom Kitson (County Board Vice Chair), Dean Friel (Board Member), Amy Johnson (Circuit Clerk), Kevin Lalley (EMA), Wendy Ryerson (Administrator), Stephanie Sasscer (Assistant State's Attorney), Staci Stewart (Director of Probation and Court Services), Clay Whelan (Sheriff), and Becky Brenner (Board Secretary) were all present in person.

III. Public Attendees

Cynthia Hatch attended the meeting and inquired about County funding for Lee County Council on Aging. It was her understanding that unless an individual was vaccinated for COVID, they would not be able to receive services from the organization. Wendy Ryerson reported that she would be following up on the subject.

Discussion not on the agenda

Mike Koppien reported that he had received an agenda item request to present a resolution in opposition to House Bill 39. If adopted, House Bill 39 would repeal a provision that currently prohibits a person that is in a penal institution from voting. As the Chair of the committee, it is his responsibility to approve agenda items. He explained that when considering agenda items, he typically considered the follow:

- Is the request relevant to the duties and responsibilities of the Public Safety Committee?
- Is the request relevant to the duties and responsibilities of the County Board?
- Will the requested action have any impact on the day-to-day operations of County Services?
- Does the request provide sufficient information to allow Board members to make an informed decision?

Mike went on to explain that he didn't feel the request checked all the right boxes. He also consulted with the Executive Director of the Illinois Association of County Board

Members and the State's Attorney. All the parties felt that this action was not a function of the County Board, so the item was not added to the agenda.

The Committee briefly discussed the topic. There was a general consensus that Mike's decision was appropriate because HB 39 is a "state" decision and does not impact the day-to-day operations of Lee County.

IV. Approval of the Minutes from the Previous Meeting - (February 14, 2023)

Minutes from the February 14, 2023, Public Safety and Court Services Committee Meeting were approved as presented without modification.

V. Animal Control

There was no report from Animal Control.

VI. Circuit Clerk

Amy Johnson reported that the Supreme Court was scheduled to hearing oral arguments regarding the class action lawsuit involving the Safety Act and the elimination of cash bail on Tuesday, March 14, 2023, at 9:00 a.m.

VII. Judges, Coroner, and Public Defender

There were no reports from the Judges, Coroner, or Public Defender's Office.

VIII. Emergency Management Agency

Kevin Lalley reported that the department continues to submit monthly reports to the State of Illinois and make internal improvements as needed.

IX. Probation

Staci Stewart reported that her office is moving forward with the new data management software. They are currently weeding through the entries to combine/remove duplicate entries for the same client. She also explained that the office is working with Sara Leisner in the State's Attorney's Office to complete the application for a Federal Enhancement Grant for the Drug Court Program. The deadline for submission is April 11, 2023.

X. Sheriff

When asked if the Sheriff had a report for the committee, Clay Whelan reported that his goal for the meeting was to attend without asking for anything...he successfully achieved his goal. The response was greeted with laughter from the committee and visitors.

XI. State's Attorney

A. Quarterly Update on the Collection of Unpaid Fines - State's Attorney

Stephanie Sasscer reported that in January 2023, total collections received after fees were paid to the agency were \$7,941.87. In February 2023, total collections received after fees were paid to the agency were \$7,511.14.

XII. Report of Abandoned Property Focus Group

Wendy Ryerson reported that the mobile home located at 2500 W. 4th. Street in Dixon had been demolished, however, the well still needed to be filled and capped. She explained that she would be coming back to the Board at a later date with a recommendation for selling the property. She also explained that Attorney Zollinger is working on getting judicial authority from the Courts to address the property at the intersection of 251 and Route 30.

XIII. Unfinished Business

There were no items under Unfinished Business.

XIV. New Business

A. Employee Handbook Revisions

Wendy Ryerson walked the committee through the proposed changes to the Employee Handbook. She explained that many of the changes were made to align the handbook policies to the current practices. There were also some changes made to align the handbook with state statues and FMLA requirements. Following is a list of policies that will be affected:

- Sick Leave to Care for Family Member
- Illinois Family Bereavement Leave Act
- Family Bereavement Leave
- Definition of “full-time” and “part-time” employee
- Added Juneteenth to Paid Holidays
- Paid Personal and Sick Days
- Health Insurance Start and Termination Dates
- Personal cell phone use
- Business and Travel Expenses
- Use of phone cameras/recording devices
- Discipline and Discharge

XV. Executive Session

There was no request for an Executive Session.

XVI. Adjournment

Motion to adjourn at 11:07 a.m. **Moved** by Keane Hudson. **Second** by Mike Pearson. **Motion** passed unanimously by voice vote.

The next Public Safety and Court Services Committee Meeting is scheduled for 10:30 a.m., on Monday, April 10, 2023