

LIVINGSTON COUNTY BOARD  
SHERIFF, JAIL & LICENSE COMMITTEE  
MINUTES OF AUGUST 1, 2022

Committee Chair Jim Carley called the meeting to order at 5:01 p.m. in the County Board Room of the Historic Courthouse.

Present: Carley, Weller (arrived at 5:03 p.m.), Ambrose, Mays, Runyon

Absent: Kestner, Ritter

Also Present: County Board Members Joel Barickman, Jim Blackard and Marty Fannin, Executive Director Alina Hartley, Finance Director Diane Schwahn, HR Director Ginger Harris, Resident Circuit Judge Bauknecht, States Attorney Randy Yedinak, Marinna Matoyer, Sheriff Hamilton, Acting Superintendent Sgt. Draper, and Lt. Harmon.

Carley called for any additions or changes to the agenda with none requested. *Motion by Ambrose, second by Mays to approve the agenda as presented.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the July 6, 2022 meeting. It was noted that Mays and Weller were listed as both present and absent; they were absent for the meeting. *Motion by Runyon, second by Ambrose to approve the minutes as amended.* **MOTION CARRIED WITH ALL AYES.**

**Counseling Service Contract** – Sgt. Draper reported that as reported last month, she had received a proposal to provide counseling services Correctional Medical Group (CMG) at \$50,550 plus the cost of psychiatric care as needed. Draper stated that the issues arose with IHR when she attempted to reinstitute programs that were in place pre-COVID. Draper stated that at this point they are requesting approval to move forward accepting the proposal submitted by CMG. Draper stated that IHR and Mental Health have agreed to fulfill the contract through the end of this year which will allow time for CMG to staff the positions. Discussion took place. *Motion by Runyon, second by Weller to recommend approval of the proposal from CMG.* **MOTION CARRIED WITH ALL AYES.**

**FY 2023 Budget & Capital Requests –**

**Circuit Clerk** – A copy of the Circuit Clerk’s budget was distributed for review.

**Circuit Court** – Judge Baunknecht was present to review budget and capital requests with the committee. Capital requests included added security and fencing for the rear of the Law & Justice Center, as well as replacement chairs that have deteriorated in the courtroom.

**Coroner** – A copy of the Coroner’s proposed budget was distributed for review.

**Probation** – Ron Baker was present to review his proposed budget with the Committee.

**Public Defender** – Matoyer was present to review her proposed budget with the Committee. Matoyer reported that there were some adjustments within the line items. Matoyer noted that the workload from the part-time assistant has been transferred to contract counsel.

**Sheriff / Jail** – Sgt. Draper and Sheriff Hamilton presented their respective capital requests including Balistic Shields, Pulmonary Breath Tests and Interoperable Radios (for court security). **States Attorney** – States Attorney Randy Yedinak was present to review his budget request. Yedinak stated that he is requesting an increase for \$15,000 for the Assistant State’s Attorneys who will be required to work additional time on Saturday’s on a rotating schedule due to legislative changes. Discussion took place including the impact on other offices as well as the financial impact foreseeable. *Motion by Runyon, second by Mays to forward the budget and capital requests to the Finance Committee recommending approval.* Discussion took place and the motion and second were withdrawn. *Motion by Runyon, second by Mays to forward just the budget to the finance committee.* **MOTION CARRIED WITH ALL AYES.**

**Housing Report** – Sgt. Draper reported the population is about the same with there being a slight increase in federal and a slight decrease in local. Draper reported that there was an inmate sent to the psychiatric hospital for treatment. Draper noted that this was a local inmate and thus there will be a cost which is not yet known.

**Monthly Department Report** – A copy of the monthly department report was distributed.

**Animal Control Report** – A copy of the monthly department report was distributed.

**Pro-Active Report** – A copy of the monthly department report was distributed.

**Raffle Licenses** – The Committee reviewed a raffle license application from the Pontiac Sportsmans Club for a Class B raffle license. *Motion by Weller, second by Runyon to approve the raffle license as submitted.* **MOTION CARRIED WITH ALL AYES.**

**Review & Approval of Bills** – The Committee reviewed the bills submitted. *Motion by Runyon, second by Weller to approve the bills as submitted.* **MOTION CARRIED WITH ALL AYES.**

The floor was opened for public comment.

*Motion by Mays, second by Weller to adjourn.* **MOTION CARRIED WITH ALL AYES.**

The meeting was adjourned at 6:02 p.m..

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Alina Hartley  
Executive Director