

LIVINGSTON COUNTY BOARD  
SHERIFF, JAIL & LICENSE COMMITTEE  
MINUTES OF MAY 1, 2023

Committee Chair Bob Weller called the meeting to order at 4:30 p.m. in the County Board Room of the Historic Courthouse.

Present: Bob Weller, Jim Blackard, Joel Barickman, Gina Manker, Bill Mays and Paul Ritter

Absent: Mark Runyon

Also Present: Executive Director Alina Hartley, Executive Assistant Jordan Uselding, Finance Director Diane Schwahn, Human Resource Director Ginger Harris, Sheriff Ryan Bohm, Jail Superintendent Lisa Draper, Probation Director Ronald Baker and County Board Members James Carley, Seth Welch, Gerald Earing, Michael Haag.

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

The Committee reviewed the minutes of the April 3, 2023 meeting. *Motion by Barickman, second by Manker to approve the minutes as submitted. MOTION CARRIED WITH ALL AYES.*

**Jail Health Services** – Sheriff Bohm and Superintendent Draper reported they are currently at a standstill, waiting to hear back on a few things to make sure they have everything they need before reporting to the Committee. Bohm stated that he was hoping for this to take effect come June 1<sup>st</sup>, but does not want to rush before they are ready. Bohm reported the HR Director Ginger Harris completed job descriptions for a Federal Liaison, Health Site Administrator and Correctional Center Nurse.

**Monthly Department Report** – Sheriff Bohm provided a copy of the monthly department report for the Committees review. Bohm reported that they transported just under 4,000lbs of pharmaceuticals to the prescription pill and drug disposal (P2D2) program. Bohm reported that he held a monthly meeting where 8 villages were in attendance as well as Sheriff's Dept. employees and 2 County Board Members to discuss concerns within the County. Bohm stated some of the topics discussed were patrolling, putting up cameras to prevent vandalism and golf cart ordinances.

**Housing Report** – Superintendent Draper provided a copy of the Jails monthly housing report for March 2023. Draper reported that they hired 3 new correctional officers in March and have 2 at the Correctional Officer Academy in St. Clair County, leaving the Jail short by only 1 officer.

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

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

**Probation Department Quarterly Report** – Baker reported they have received approximately \$200,000 in state reimbursement and are currently about 42% of the way through their annual budget. Baker stated that they have a new employee who just reached 3 months with the department. Baker mentioned that there was 1 graduate in April and will have 1 in May with the drug court program. Baker reported the drug testing lab that they were using closed, so they found a new lab out of California and by the end of the year they will have 2 labs located in Illinois. Baker stated due to the change of labs there may be an increase in costs, but it will come out of probation fees and will not impact their budget.

**Raffle License** – N/A

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

The floor was opened for public comment.

**Executive Session** – N/A

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

The meeting was adjourned at 4:48 p.m.

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Jordan E. Uselding  
Executive Assistant