

LIVINGSTON COUNTY BOARD
SHERIFF, JAIL & LICENSE COMMITTEE
MINUTES OF AUGUST 7, 2023

Committee Chair Bob Weller called the meeting to order at 4:32 p.m. in the County Board Room of the Historic Courthouse.

Present: Bob Weller, Mark Runyon, Jim Blackard, Joel Barickman, Gina Manker, Bill Mays and Paul Ritter (arrived at 4:48 pm)

Absent: None

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, Public Defender Marinna Metoyer, Public Defender Secretary Mary Jo Stadel, Judge Bauknecht, Circuit Clerk LeAnn Dixon and County Board Members Linda Ambrose, Rebekah Fehr, Marty Fannin, Gerald Earing, Steven Lovell and Seth Welch

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

The Committee reviewed the minutes of the July 10, 2023 meeting. *Motion by Runyon, second by Blackard to approve the minutes as submitted. MOTION CARRIED WITH ALL AYES.*

FY 2024 Budget – Additional Appropriations Request – The Committee reviewed additional appropriations requests from the Jail, Sheriff, Public Defender and Circuit Clerk.

Jail – Superintendent Draper requested additional appropriations to contract with Advanced Correctional Healthcare as the new medical/mental health provider at the Jail. Draper proposed to hire a full-time Federal Liaison and to change the classification of the Jail Administrative Assistant from a PS2 to a PS3. Sheriff Bohm requested that the Jail Superintendents salary be increased to match the Chief Deputy’s salary.

Sheriff – Sheriff Bohm requested additional allocations to hire another patrol deputy and to promote a Lieutenant who will be cross trained as a school resource officer, learn administrative duties and help with fleet management at the Jail. Bohm requested that the animal control secretary and Chief Deputy’s salary be increased by 5 ½% to be in line with the Collective Bargaining Agreement. Bohm also proposed that the overtime budget line for patrol officers be increased.

Public Defender – Metoyer requested additional allocations to hire a full-time Assistant Public Defender in lieu of having 2 contracted attorneys, as well as an additional part-time secretary. Metoyer noted these hires would require additional allocations in the

supplies budget line for the purchase of computers and phones. Metoyer also requested to change the classification of her secretary from a PS2 to PS3.

Circuit Clerk – Dixon requested additional allocations for a salary increases within her department noting that she was not prepared to make a request at this time.

FY 2024 Capital Requests – The committee reviewed capital requests from the Jail and Sheriff's Office. Superintendent Draper requested funds to add a body scanner in the Jail as a way to easily search inmates. Bohm requested allocations for body cameras and in-car cameras since it will soon be required by the State to have. Bohm noted he is hoping those costs can be reimbursed by the State. Bohm also requested allocations for updating the policy manuals and adding a secondary door project for 4 additional card readers on the Sheriff's side of the building. *Motion by Runyon, second by Ritter to recommend approval and send all FY 2024 additional budget and capital requests to the Finance Committee as presented.* **MOTION CARRIED WITH ALL AYES.**

Special Event Request – Wildflower - Hartley reported the vendor, Wildflower Road, LLC, submitted a special use permit liquor license application for their mobile wine bar, requesting to attend an event in Fairbury on September 22, 2023. Hartley noted that appropriate paperwork had been received. *Motion by Ritter, second by Manker to approve the Special Event Application as submitted.* **MOTION CARRIED WITH ALL AYES.**

Monthly Department Report – Sheriff Bohm provided a copy of the monthly department report for the Committees review. Bohm reported he has reviewed flock cameras and is hoping the townships will consider utilizing them for safety purposes. Bohm stated flock cameras are 24-hour surveillance that can capture license plate numbers, vehicle descriptions, how many times a vehicle has visited an area and the timeframes. Bohm mentioned that a new deputy, Brad Martin, has started today making the Sheriff's Office at staff.

Housing Report – Superintendent Draper provided a copy of the Jails monthly housing report for June 2023. Draper reported that she currently has one officer at the academy and the Federal Inspection has been completed. Draper mentioned that they have had issues with contraband coming into the Jail through legal mail, so precautions are being taken.

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.

Raffle License – Futures Unlimited, Inc. - The Committee reviewed a Class B Raffle License application submitted by Futures Unlimited, Inc. *Motion by Ritter, second by Blackard 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 Ritter to approve the bills as submitted.* **MOTION CARRIED WITH ALL AYES.**

The floor was opened for public comment.

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

The meeting was adjourned at 5:37 p.m.

Jordan E. Uselding
Executive Assistant