

Judicial & Rules Committee Meeting  
Tuesday, June 22nd, 2021  
5:00 PM, 2<sup>nd</sup> Floor, VCAB

## AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to the Agenda
3. Approval of Minutes – January 26<sup>th</sup>, 2021
4. Audience Comments
5. Juvenile Detention Center Budget 2022
6. States Attorney Budget 2022
7. Executive Sessions:
  - A **Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (1)** The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
  - B **Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (2)** Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
  - C **Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (6)** The setting of a price for sale or lease of property owned by the public body.
  - D **Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11)** Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
8. Items of Information
9. Adjournment

**Judicial & Rules Committee Meeting  
Tuesday, January 26, 2021  
Vermilion County Administrative Building 2<sup>nd</sup> Floor, 5:00 PM**

**MINUTES**

**Agenda Item 1 - Call to Order and Roll Call**

Chairman Larry Baughn called the meeting to order at 5:00 PM. Upon the call of roll, the following members were present: Chairman Larry Baughn, Mary Ellen Surprenant and Breannah Haton. Present via zoom were Nancy O'Kane and Phearn Butler. Excused were Chuck Mockbee and Tom Morse. Absent was Natalie Duncan. 4 present, 3 absent. Also attending the meeting were: Bill Donahue, Risk Consultant for Vermilion County, Melissa Quick, Circuit Clerk, Judge Thomas O'Shaughnessy, Jennifer Jenkins County Board Office and Cassy Carter Vermilion County Financial Administrative Manager.

**Agenda Item 2 - Adoption/Amendment to the Agenda**

O'Kane moved, seconded by Butler, to adopt the agenda as presented. Upon roll call vote the following members voted yes, to-wit: Surprenant, Haton, O'Kane, and Butler. Absent and not voting were Mockbee, Morse and Duncan. 4 yes, 3 absent. Motion passed.

**Agenda Item 3 - Approval of Minutes from November 24, 2020**

O'Kane moved, seconded by Surprenant, to approve the minutes as presented. Upon roll call vote the following members voted yes, to-wit: Surprenant, Haton, O'Kane, and Butler. Absent and not voting were Mockbee, Morse and Duncan. 4 yes, 3 absent. Motion passed.

**Agenda Item 4 - Audience Comments**

None.

**Agenda Item 5 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the Circuit Clerk**

Motion to place the ordinance for discussion by O'Kane, seconded by Haton.

Quick explained that this ordinance was to increase the Circuit Clerk full time employees pay by \$1,000.00 per person per year. Butler asked about the part time employees. Quick explained that there is currently one part time employee and they have been given a \$1.00 per hour raise. Quick explained that her increase is included in her wages for the next three years.

Upon roll call vote the following members voted yes, to-wit: Surprenant, Haton, O'Kane, and Butler. Absent and not voting were Mockbee, Morse and Duncan. 4 yes, 3 absent. Motion passed.

**Agenda Item 6 – Memorandum of Agreement**

Baughn explained that this can be added with Agenda Item number 5, and is signed by the Department Head. There is not a vote required on this Memorandum. This is addition information of the process. The union has agreed to this and will support, pending the approval of the Board at the County Board Meeting.

**Agenda Item 7 – Executive Session:**

No action needed.

**Agenda Item 8 - Items of Information and Committee Concerns:**

O'Kane and Butler noted that the voice quality was greatly improved since the last meeting. Baughn explained new microphones were added and we will be adding an additional three as well.

Judge O'Shaughnessy thanked the Judiciary Committee for the vote and hopes this passes at the County Board meeting. He stated paying a higher wage will help to recruit and maintained skilled employees that provide critical services in the court house.

Baughn reminded all of the Executive/Legislation Committee meeting this Thursday (1/28/2021) at 5:00 PM at the Vermilion County Administration Building on the 2<sup>nd</sup> floor.

**Agenda Item 9- Adjournment:**

Chairman Baughn adjourned the meeting at 5:13 PM

Minutes by: Cassy Carter, Financial Administrative Manager



# JDC Budget Worksheet Report

## Budget Year 2022

Account	Account Description	2019 Actual Amount	2020 Actual Amount	2021 Amended Budget	2021 Actual Amount	2022 Department Request
Fund 006 - PSB RENT FUND						
REVENUE						
Department 101 - GENERAL						
Project 34 - JUVENILE DETENTION CENTER						
INTERGOVERNMENTAL REVENUE						
3311.03	STATE SALARY REIMB J D	1,041,609.37	1,252,454.99	1,050,000.00	1,044,914.95	1,380,489.00
3320	REIMB/INTERGOVERNMENTAL	1,580,969.72	1,631,993.40	1,684,880.00	448,511.00	1,739,714.00
3322	REIMB/MISCELLANEOUS	200,837.28	276,461.72	287,209.00	131,481.25	305,272.00
INTERGOVERNMENTAL REVENUE		\$2,823,416.37	\$3,160,910.11	\$3,022,089.00	\$1,624,907.20	\$3,425,475.00
CHARGES FOR SERVICES						
3543	DETENTION INCOME	99,200.00	125,184.95	130,000.00	28,940.00	130,000.00
CHARGES FOR SERVICES Totals		\$99,200.00	\$125,184.95	\$130,000.00	\$28,940.00	\$130,000.00
MISCELLANEOUS REVENUES						
3710	MISCELLANEOUS	.00	1.00	.00	.00	.00
MISCELLANEOUS REVENUES Totals		\$0.00	\$1.00	\$0.00	\$0.00	\$0.00
Project 34 - JUVENILE		\$2,922,616.37	\$3,286,096.06	\$3,152,089.00	\$1,653,847.20	\$3,555,475.00
Department 101 - GENERAL Totals		\$2,922,616.37	\$3,286,096.06	\$3,152,089.00	\$1,653,847.20	\$3,555,475.00
REVENUE TOTALS		\$2,922,616.37	\$3,286,096.06	\$3,152,089.00	\$1,653,847.20	\$3,555,475.00
EXPENSE						
Department 340 - PSB						
Project 34 - JUVENILE DETENTION CENTER						
PERSONNEL SERVICES						
4101	SALARY - PERSONNEL	1,316,019.02	1,340,278.69	1,441,246.00	536,477.08	1,483,195.00
4104	SALARY - OVERTIME	44,908.82	55,559.95	74,928.00	13,502.40	77,175.00
4110	SALARY - DEPARTMENT HEAD	90,521.00	93,237.00	96,034.00	38,266.38	98,915.00
4129	CLOTHING ALLOWANCE	22,366.62	16,008.32	17,400.00	8,200.00	17,400.00
4155	INSURANCE - LIFE/HEALTH	157,228.00	168,142.31	168,000.00	65,534.19	168,000.00
PERSONNEL SERVICES Totals		\$1,631,043.46	\$1,673,226.27	\$1,797,608.00	\$661,980.05	\$1,844,685.00
SUPPLIES & MATERIALS						
4210	SUPPLIES/OFFICE	5,888.67	6,961.05	6,000.00	996.42	6,000.00
4212	SUPPLIES/COPIER	771.32	796.82	800.00	.00	800.00
4222	SUPPLIES/DIETARY	25,323.62	38,704.38	63,000.00	2,773.28	63,000.00
4232	SUPPLIES/PRISONERS	14,977.05	24,120.10	20,000.00	3,223.57	20,000.00



# JDC Budget Worksheet Report

## Budget Year 2022

<i>SUPPLIES &amp; MATERIALS Totals</i>		\$46,960.66	\$70,582.35	\$89,800.00	\$6,993.27	\$89,800.00
<i>OTHER SERVICES &amp; CHARGES</i>						
4251	TRAVEL EXPENSE	702.76	.00	1,200.00	.00	3,200.00
4260	TELEPHONE	82.62	82.72	500.00	42.55	500.00
4270	POSTAGE	1,636.87	1,662.37	2,000.00	130.17	2,000.00
4275	RENT	2,023,857.00	2,100,699.00	2,167,484.00	1,083,742.00	2,786,240.00
4290	MAINT/REPAIR - EQUIPMENT	106.00	1,637.00	4,500.00	.00	4,500.00
4291	MAINT/REPAIR - VEHICLES	10,653.37	3,381.57	14,000.00	451.88	12,000.00
4295	CONTRACTUAL/MAINT &	1,392.00	1,392.00	2,500.00	696.00	1,000.00
4331	UNIFORMS	2,903.48	2,990.42	3,000.00	115.40	3,000.00
4345	CONTRACTUAL/MEDICAL	12,000.00	12,000.00	12,000.00	6,000.00	12,000.00
4350	PRISONER MEDICAL EXPENSE	3,953.62	3,990.53	4,000.00	457.97	4,000.00
4361	CONTRACTUAL/PROF	11,241.80	11,671.05	13,000.00	1,066.07	13,000.00
4363	DUES/LICENSE FEES	70.00	70.00	1,500.00	35.00	1,500.00
4364	EDUCATION/TRAINING	1,050.00	2,025.00	2,200.00	312.00	3,700.00
<i>OTHER SERVICES &amp; CHARGES Totals</i>		\$2,069,649.52	\$2,141,601.66	\$2,227,884.00	\$1,093,049.04	\$2,846,640.00
<i>CAPITAL OUTLAY</i>						
4450	OFFICE	7,020.81	5,782.69	7,500.00	.00	7,500.00
4451	VEHICLE LEASE/PURCHASE	.00	34,652.00	36,000.00	33,318.99	36,000.00
4452	EQUIPMENT LEASE/PURCHASE	522.95	395.96	1,250.00	395.96	1,250.00
<i>CAPITAL OUTLAY Totals</i>		\$7,543.76	\$40,830.65	\$44,750.00	\$33,714.95	\$44,750.00
Project 34 - JUVENILE		\$3,755,197.40	\$3,926,240.93	\$4,160,042.00	\$1,795,737.31	\$4,825,875.00
Department 340 - PSB Totals		\$3,755,197.40	\$3,926,240.93	\$4,160,042.00	\$1,795,737.31	\$4,825,875.00
<b>EXPENSE TOTALS</b>		\$3,755,197.40	\$3,926,240.93	\$4,160,042.00	\$1,795,737.31	\$4,825,875.00
Fund 006 - PSB RENT FUND Totals						
<b>REVENUE TOTALS</b>		\$2,922,616.37	\$3,286,096.06	\$3,152,089.00	\$1,653,847.20	\$3,555,475.00
<b>EXPENSE TOTALS</b>		\$3,755,197.40	\$3,926,240.93	\$4,160,042.00	\$1,795,737.31	\$4,825,875.00



# JDC Budget Worksheet Report

## Budget Year 2022

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Fund 006 - PSB RENT FUND Totals	(\$832,581.03)	(\$640,144.87)	(\$1,007,953.00)	(\$141,890.11)	(\$1,270,400.00)
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Net Grand Totals

REVENUE GRAND TOTALS	\$2,922,616.37	\$3,286,096.06	\$3,152,089.00	\$1,653,847.20	\$3,555,475.00
EXPENSE GRAND TOTALS	\$3,755,197.40	\$3,926,240.93	\$4,160,042.00	\$1,795,737.31	\$4,825,875.00

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Net Grand Totals	(\$832,581.03)	(\$640,144.87)	(\$1,007,953.00)	(\$141,890.11)	(\$1,270,400.00)
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**2021-2022 VERMILION COUNTY JUVENILE DETENTION CENTER  
BUDGET NARRATIVE**

**006.340.34.**

**4101      Salary - Personnel**

This line item reflects the salary increases and longevity amounts negotiated per union contract. All salaries of the sworn officers receive State reimbursement from the Administrative Office of the Illinois Courts (AOIC). The administrative assistant's salary is the sole responsibility of Vermilion County.

**4104      Overtime**

This line item contains the projected overtime expense for any mandatory overtime for detention staff. Overtime is sometimes required for court appearances, medical/psychological appointments for the juveniles, staffing requirements due to vacations, leaves-of-absence, personal days off, gender requirements, unfilled vacancies, transportation of out-of-county juveniles, etc. Overtime expenses increase as staff members incur more seniority and vacation time. The financial compensation for overtime is included in the union contract.

**4110      Salary - Department Head**

This line item contains the salary for the Director of Detention. The Director's salary receives a State reimbursement from the Administrative Office of the Illinois Courts (A.O.I.C.).

**4129      Clothing Allowance**

All 29 sworn officers at the detention center have received a clothing allowance since the 2003 fiscal budget year. The clothing allowance amount is reflective of the collective bargaining agreement with detention officers and Laborer's Union Local #703.

**4155 Insurance - Life/Health**

This line item is to pay the county's portion of the employee's health insurance. This figure was provided by the County's Financial Resources Director.

**4210 Supplies - Office (No Change)**

This line item is used to purchase all office supplies and printing for the detention facility, such as: Personal Property forms, envelopes, computer paper, classroom supplies, printer cartridges, pens, pencils, notebooks, staplers, file folders, computer software for the classroom, pepper foam, handcuffs, leg-irons, duplicate keys and other miscellaneous office supplies.

**4212 Supplies - Copier (No Change)**

This line item is to pay for the purchase of supplies for the copier machines, such as staples, and copier paper. It is also used to purchase toner cartridges for the fax machine.

**4222 Supplies - Dietary (No Change)**

This line item is to pay for the juveniles' meals, snacks, beverages, dietary paper supplies including cups, plates, bowls, paper towels, utensils, and laundry supplies for laundry service provided at the PSB. All meals are purchased through the Sheriff's Office. The Illinois Department of Juvenile Justice requires that milk be served at least twice per day and that a snack be provided once per day. Fruit or fruit juice must be provided daily.

**4232 Supplies - Prisoner (No Change)**

This line item is to pay for the juveniles' mattresses, toiletry/shower products, in-house laundry products, recreational equipment, first-aid kits, garbage bags, blankets, bed sheets, towels, disposable gloves, toilet



paper, melt-away bags, bio-hazard bags, and other miscellaneous supplies including suicide prevention garments and blankets, and PPE products that are required due to the Covid-19 epidemic. The Juvenile Detention Center is using large quantities of face masks, hand sanitizer, disinfecting wipes, gloves and other PPE equipment in order to keep the staff and residents of the JDC safe.

**4251 Travel/Expense (Increased \$2,000)**

This line item is used to pay for travel, meal and hotel expenses for detention staff when they must travel out-of-county for mandatory training. State standards require all detention officers to complete a minimum of forty (40) hours of training per year, and all new staff must complete a 40 hour basic training course which is conducted in Springfield or in the Chicago area. This line item can also be used to pay mileage for staff who must travel for training/meetings if county vehicles are not available for their use. The amount of money spent in this line item varies due to staff turnover and training needs.

Money was moved from Vehicle/Maintenance to cover hotel bill and expenses for staff member to attend training in Chicago or Indianapolis to become a certified trainer of “Handle With Care”, a recognized curriculum for safe physical intervention with residents.

**4260 Telephone (No Change)**

This line item is used to pay for cell phone service fees, and replacement batteries for the four cell phones used by the JDC staff. All staff are required to take a cell phone with them when they are transporting juveniles to and from other counties.

**4270 Postage (No Change)**

This line item is used to pay for postage for administrative detention center correspondence, mandatory juvenile correspondence, postage or



shipping charges on equipment that must be sent for repairs. Such items include hand-held radios, Guard 1 Plus data recorders and breathalyzers.

**4275      Rent**

This line item is used to pay for the building rental. The Danville Public Building Commission and the County Board determine the amount of rent that is to be paid. This figure was provided by the County's Financial Resources Director.

**4290      Maintenance/Repair - Equipment (No Change)**

This line item is used to pay for maintenance on facility computers, replacement/repair of JDC telephones, maintenance/repair of the Guard 1 Plus system, maintenance/repair of detention hand-held radios, and replacement batteries for the radios. It is also used to pay for the recalibration of three breathalyzer units (must be calibrated every six months).

**4291      Maintenance/Repair - Vehicles (Reduced \$2,000)**

This line item is used for the purchase of gasoline, oil changes, tires, all of the maintenance of four (4) county-owned detention vehicles, and the maintenance of the police radio system which is installed in the vehicles. Vermilion County detention officers transport out-of-county juveniles for JDC bed rental. All of the vehicles must be inspected annually per Illinois Department of Juvenile Justice standards.

**4295      Contractual/Maintenance and Repair (Reduced \$1,500)**

This line item is used to pay for a Sharp fax machine that is located in the Control Room.

**4331      Uniforms (No Change)**

This item is used for the purchase of the juveniles' uniforms/clothing, jackets, underwear, socks and shoes that are worn while they are housed in the detention center.

**4345      Contractual - Medical Services (No Change)**

This line item is used to pay for mandatory medical services for the juveniles. These services are contracted through Dr. Tom Pliura. Part-time nursing services are provided by the Vermilion County Sheriff's Department.

**4350      Prisoner/Medical Expense (No Change)**

This line item is used to pay for prisoner medical supplies which are required to be stocked in the Medical Room at the facility, and the occasional medical expense/prescription of a detained juvenile.

**4361      Contractual - Professional Services (No Change)**

This line item is used to pay for maintenance for TRACKER computer software, annual licensing fees for TRACKER software, upgrades to the TRACKER software, maintenance and labor for office management software, general maintenance of facility computers, Guard 1 Plus updates, licensing, and technical support, psychological evaluations for new employees and drug testing.

**4363      Dues/License Fees - (No Change)**

All JDC officers are mandated to be CPR/First Aid certified annually and there are 29 employees. The JDC has one CPR/First Aid instructor on staff.

Membership fees to the Illinois Probation and Court Services association for the Director and Assistant Director are \$40 each

annually. This organization provides information regarding training opportunities, legal information regarding Bills that are being processed in the State legislature, and contact information regarding all probation/detention staff in the State of Illinois.

Membership to the American Correctional Association for the Director and Assistant Director is \$35 each annually. This organization publishes a monthly magazine with information regarding juvenile detention/corrections throughout the United States that is helpful to the JDC. It provides training ideas and information regarding equipment used in correctional settings.

All 1<sup>st</sup> shift staff at the JDC must possess substitute teaching certificates. This allows staff to teach in our classroom when our Danville District #118 teachers are unavailable. Substitute teaching certificates must be renewed every four years. Also, due to staffing turnover, when new officers are assigned to the 1<sup>st</sup> shift a sub-certificate must be obtained. Therefore, the number of staff requiring sub-certificate issuance or renewal varies annually.

**4364**

**Education/Training (Increased \$1,500)**

This line item is used to purchase educational aids for on-sight mandatory staff training. The costs of online training for staff is continually increasing. All staff are mandated to obtain 40 hours of training per year per the Administrative Office of the Illinois Courts (A.O.I.C.) regulations. This line item was increased by \$1,500 to pay for training for a "Handle With Care" instructor. Per new AOIC standards, each facility must adopt a recognized curriculum for safe physical intervention with residents whose behavior is injurious to themselves or others. The approximate cost of this training program is \$1,200 for one staff member to become an instructor.

**4450 Office Furniture/Equipment (No Change)**

This line item is for additional or replacement items such as food trays, food containers, laundry carts, security equipment, computer equipment, storage cabinets, storage shelving, water control equipment, staff hand-held radios, Guard 1 Plus readers, medical instruments and equipment.

**4451 Vehicle Lease/Purchase**

This line item is for a vehicle purchase and for the costs incurred for outfitting the new vehicle, which would include a new “cage”, license fees, etc. This new vehicle would replace the JDC’s 2011 Ford Expedition.

**4452 Equipment Lease and Purchase (No Change)**

This line item is used to pay for the postage machine lease, printer cartridges, and any upgrades that may occur due to postage increases. This rental is paid on an annual basis.

# VERMILION COUNTY JUVENILE DETENTION PERSONNEL 2021/2022

NAME	TITLE	SALARY
SHAWN MURPHY	ASST. DIRECTOR	\$ 71,186.50
BRIAN KOPATICH	SUPERVISOR	\$ 60,296.61
JOEL DRAKE	SUPERVISOR	\$ 56,098.90
RYAN DUDLEY	SUPERVISOR	\$ 55,507.89
ANDERS BRAATEN	SUPERVISOR	\$ 54,672.40
MATTHEW MULLIS	ASST. SUPERVISOR	\$ 54,149.75
HANNAH BUMPUS	ASST. SUPERVISOR	\$ 50,812.95
EMMA BROWN	DETENTION OFFICER	\$ 52,257.15
JOE BURT	DETENTION OFFICER	\$ 50,928.57
JENNAYA CROSS	DETENTION OFFICER	\$ 50,928.57
AMY EVANS	DETENTION OFFICER	\$ 50,928.57
AMANDA SOLLARS	DETENTION OFFICER	\$ 50,928.57
JOHN RINEBERG	DETENTION OFFICER	\$ 50,681.68
SHARRON FRANCIS	DETENTION OFFICER	\$ 50,195.43
JOHN OLIVER	DETENTION OFFICER	\$ 50,195.43
JENNIFER MILLER	DETENTION OFFICER	\$ 49,227.05
JOSEPH BRYN EAKLE	DETENTION OFFICER	\$ 47,335.42
MATTHEW REASOR	DETENTION OFFICER	\$ 46,873.01
JOEL KRILCICH	DETENTION OFFICER	\$ 46,645.42
TREVOR HAWKINS	DETENTION OFFICER	\$ 46,418.77
RYAN THOMAS	DETENTION OFFICER	\$ 46,418.77
JAMES GRIMM	DETENTION OFFICER	\$ 45,969.16
GARRETT MCFADDEN	DETENTION OFFICER	\$ 45,969.16
EMILIE MACFADDEN	DETENTION OFFICER	\$ 45,746.42
HALEY PICKETT	DETENTION OFFICER	\$ 45,746.42
KORIE VIRE	DETENTION OFFICER	\$ 45,746.42
MORGAN HOLYCROSS	DETENTION OFFICER	\$ 45,746.42
TRISTAN WINKLER	DETENTION OFFICER	\$ 45,746.42
PROMOTIONAL COSTS	SUPERVISOR/ASST. SUPERVISOR	\$ 16,119.00
KATHY HILLIGER	EXECUTIVE SECRETARY	\$ 34,038.15
<b>TOTAL</b>		<b>\$1,463,514.98</b>

# 2021 - 2022 Longevity

Table Range	End	Amt
	=====	=====
	1	0
	36	120
	48	240
	60	360
	72	480
	84	600
	96	720
	108	840
	120	960
	132	1080
	144	1200
	156	1200

Name	Start Date	As Of Date	Months	Amount
=====	=====	=====	=====	=====
Braaten, Anders	07/08/13	12/01/22	112	840.00
Brown, Emma	09/10/01	12/01/22	254	1200.00
Burt, Joseph	09/11/01	12/01/22	254	1200.00
Cross, Jennaya	09/14/01	12/01/22	254	1200.00
Drake, Joel	12/02/07	12/01/22	180	1200.00
Dudley, Ryan	08/22/04	12/01/22	219	1200.00
Eakle, Joseph Bryn	07/09/13	12/01/22	112	840.00
Evans, Amy	09/18/01	12/01/22	254	1200.00
Francis, Sharron	03/17/04	12/01/22	224	1200.00
Hilliger, Kathy	11/16/98	12/01/22	288	1200.00
Kopatich, Brian	07/30/01	12/01/22	256	1200.00
Miller, Jennifer	01/08/07	12/01/22	190	1200.00
Mullis, Matthew	12/28/06	12/01/22	192	1200.00
Murphy, Shawn	01/03/95	12/01/22	334	1200.00
Oliver, John	05/09/04	12/01/22	222	1200.00
Rineberg, John	11/29/02	12/01/22	240	1200.00
Sollars, Amanda	09/19/01	12/01/22	254	1200.00

TOTAL

19680.00



# State's Attorney Budget Worksheet Report

## Budget Year 2022

Account	Account Description	2019 Actual Amount	2020 Actual Amount	2021 Amended Budget	2021 Actual Amount	2022 Department Request
Fund 001 - GENERAL FUND						
EXPENSE						
Department 220 - STATES ATTORNEY						
Project 00 - GENERAL						
PERSONNEL SERVICES						
4101	SALARY - PERSONNEL	856,853.91	901,331.56	1,066,204.00	467,636.80	1,213,874.00
4110	SALARY - DEPARTMENT HEAD	171,668.00	176,434.55	178,961.00	85,023.20	178,961.00
4155	INSURANCE - LIFE/HEALTH	103,717.10	153,000.00	157,000.00	78,501.29	198,900.00
PERSONNEL SERVICES Totals		\$1,132,239.01	\$1,230,766.11	\$1,402,165.00	\$631,161.29	\$1,591,735.00
SUPPLIES & MATERIALS						
4210	SUPPLIES/OFFICE	11,620.68	9,799.36	10,300.00	7,047.75	10,300.00
4213	BOOKS/PERIODICALS	14,394.24	14,952.11	16,480.00	5,960.00	16,480.00
4221	FUEL	3,236.33	2,695.51	3,500.00	1,123.64	3,500.00
SUPPLIES & MATERIALS Totals		\$29,751.25	\$27,446.98	\$30,280.00	\$14,131.39	\$30,280.00
OTHER SERVICES & CHARGES						
4251	TRAVEL EXPENSE	9,660.99	3,667.71	8,500.00	825.26	8,500.00
4265	CONTRACTUAL/COMMUNICAT	2,660.82	2,610.07	2,500.00	868.51	2,500.00
4270	POSTAGE	6,794.30	6,611.96	8,500.00	2,809.08	8,500.00
4271	CONTRACTUAL/LEGAL FEES	24,000.00	28,000.00	28,000.00	28,000.00	28,000.00
4291	MAINT/REPAIR - VEHICLES	1,791.72	28,104.92	2,000.00	267.70	2,000.00
4363	DUES/LICENSE FEES	6,412.48	5,269.19	6,000.00	4,391.00	6,000.00
4364	EDUCATION/TRAINING	4,388.07	566.00	5,000.00	950.00	5,000.00
4366	CASE EXPENSE	49,392.60	39,995.86	48,500.00	16,962.86	48,500.00
OTHER SERVICES & CHARGES Totals		\$105,100.98	\$114,825.71	\$109,000.00	\$55,074.41	\$109,000.00
Project 00 - GENERAL Totals		\$1,267,091.24	\$1,373,038.80	\$1,541,445.00	\$700,367.09	\$1,731,015.00
Project 26 - VOCA GRANT						
PERSONNEL SERVICES						
4101	SALARY - PERSONNEL	59,885.29	58,735.84	93,328.00	8,893.62	.00
4155	INSURANCE - LIFE/HEALTH	1,900.00	8,550.00	12,000.00	5,948.71	.00
PERSONNEL SERVICES Totals		\$61,785.29	\$67,285.84	\$105,328.00	\$14,842.33	\$0.00





# State's Attorney Budget Worksheet Report

## Budget Year 2022

Project 26 - VOCA GRANT Totals	\$61,785.29	\$67,285.84	\$105,328.00	\$14,842.33	\$0.00
Department 220 - STATES	\$1,328,876.53	\$1,440,324.64	\$1,646,773.00	\$715,209.42	\$1,731,015.00
<b>EXPENSE TOTALS</b>	\$1,328,876.53	\$1,440,324.64	\$1,646,773.00	\$715,209.42	\$1,731,015.00

Fund 001 - GENERAL FUND Totals					
<b>EXPENSE TOTALS</b>	\$1,328,876.53	\$1,440,324.64	\$1,646,773.00	\$715,209.42	\$1,731,015.00

Fund 001 - GENERAL FUND Totals	(\$1,328,876.53)	(\$1,440,324.64)	(\$1,646,773.00)	(\$715,209.42)	(\$1,731,015.00)
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### Fund 022 - STATE'S ATTY AUTOMATION

#### EXPENSE

Department 220 - STATES ATTORNEY

Project 00 - GENERAL

SUPPLIES & MATERIALS

4210 SUPPLIES/OFFICE	7,491.83	4,930.45	3,000.00	2,876.84	3,000.00
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<b>SUPPLIES &amp; MATERIALS Totals</b>	\$7,491.83	\$4,930.45	\$3,000.00	\$2,876.84	\$3,000.00
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Project 00 - GENERAL Totals	\$7,491.83	\$4,930.45	\$3,000.00	\$2,876.84	\$3,000.00
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Department 220 - STATES	\$7,491.83	\$4,930.45	\$3,000.00	\$2,876.84	\$3,000.00
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<b>EXPENSE TOTALS</b>	\$7,491.83	\$4,930.45	\$3,000.00	\$2,876.84	\$3,000.00
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Fund 022 - STATE'S ATTY					
<b>EXPENSE TOTALS</b>	\$7,491.83	\$4,930.45	\$3,000.00	\$2,876.84	\$3,000.00

Fund 022 - STATE'S ATTY	(\$7,491.83)	(\$4,930.45)	(\$3,000.00)	(\$2,876.84)	(\$3,000.00)
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Fund 097 - VICTIM WITNESS/ATTY GENERAL

#### REVENUE

Department 101 - GENERAL

Project 00 - GENERAL

INTERGOVERNMENTAL REVENUE

3324 GRANT FUNDS	28,875.40	30,000.00	30,000.00	22,500.00	30,000.00
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<b>INTERGOVERNMENTAL REVENUE</b>	\$28,875.40	\$30,000.00	\$30,000.00	\$22,500.00	\$30,000.00
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MISCELLANEOUS REVENUES

3701 INTEREST	89.07	230.88	.00	54.85	.00
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<b>MISCELLANEOUS REVENUES Totals</b>	\$89.07	\$230.88	\$0.00	\$54.85	\$0.00
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Project 00 - GENERAL Totals	\$28,964.47	\$30,230.88	\$30,000.00	\$22,554.85	\$30,000.00
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Department 101 - GENERAL Totals	\$28,964.47	\$30,230.88	\$30,000.00	\$22,554.85	\$30,000.00
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<b>REVENUE TOTALS</b>	\$28,964.47	\$30,230.88	\$30,000.00	\$22,554.85	\$30,000.00
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#### EXPENSE

Department 999 - VICTIM WITNESS

Project 00 - GENERAL

PERSONNEL SERVICES

4101 SALARY - PERSONNEL	30,000.00	30,000.00	30,000.00	14,253.54	30,000.00
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<b>PERSONNEL SERVICES Totals</b>	\$30,000.00	\$30,000.00	\$30,000.00	\$14,253.54	\$30,000.00
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Project 00 - GENERAL Totals	\$30,000.00	\$30,000.00	\$30,000.00	\$14,253.54	\$30,000.00
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Department 999 - VICTIM WITNESS	\$30,000.00	\$30,000.00	\$30,000.00	\$14,253.54	\$30,000.00
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# State's Attorney Budget Worksheet Report

## Budget Year 2022

EXPENSE TOTALS	\$30,000.00	\$30,000.00	\$30,000.00	\$14,253.54	\$30,000.00
Fund 097 - VICTIM WITNESS/ATTY					
REVENUE TOTALS	\$28,964.47	\$30,230.88	\$30,000.00	\$22,554.85	\$30,000.00
EXPENSE TOTALS	\$30,000.00	\$30,000.00	\$30,000.00	\$14,253.54	\$30,000.00
Fund 097 - VICTIM WITNESS/ATTY	(\$1,035.53)	\$230.88	\$0.00	\$8,301.31	\$0.00
Net Grand Totals					
REVENUE GRAND TOTALS	\$28,964.47	\$30,230.88	\$30,000.00	\$22,554.85	\$30,000.00
EXPENSE GRAND TOTALS	\$1,366,368.36	\$1,475,255.09	\$1,679,773.00	\$732,339.80	\$1,764,015.00
Net Grand Totals	(\$1,337,403.89)	(\$1,445,024.21)	(\$1,649,773.00)	(\$709,784.95)	(\$1,734,015.00)

**Jacqueline M. Lacy**  
**State's Attorney**



**Office of the**  
**State's Attorney**  
**Vermilion County, Illinois**

Rita B. Garman Vermilion County Courthouse  
7 North Vermilion Street, Suite 201  
Danville, IL 61832

Main (217) 554-7750  
Fax (217) 554-7775

June 7, 2021

**Memorandum: Budget**

To: Honorable Chairman Baughn and Board Members  
From: Jacqueline M. Lacy, State's Attorney

In the last four years there have been several improvements to the State's Attorney's Office including, but not limited to organizing the office so that it runs more efficiently. Our caseload volume is significant and has nearly doubled due to the co-vid 19 backlog. We currently have 24 pending murder cases. All of the complex cases require a considerable amount of time and attention to prepare.


My office stands ready to handle all matters at this time, but can certainly be more efficient with additional staff. We are utilizing the assistance of the Illinois Attorney General's Office at no additional cost to the county. Although, we are currently handling all matters appropriately it has placed additional burdens on the office. Therefore, I am continuing my search for competent assistants to prosecute criminal matters for our community.

In May 2021, the Circuit Judges divided the felony cases into two courtrooms. I am requesting that the current open assistant state's attorney position in my office continue to be funded as I am actively looking to fill all open positions in my office. I did not request additional staff, as did other offices, in May 2021.

Previously, I obtained a federal grant to hire two additional victim advocates when I began my tenure as state's attorney in 2016. We now have a total of four advocates. The advocates are vital to my office and ensuring that we reach victims in a timely manner. The Illinois Constitution and statutory authority requires my office follow the Illinois Crime Victim's Bill of Rights. The federal grant ended in January 2021. I currently have the funds through this budget year to pay the salaries of the two advocates. I am requesting to add both advocates to non-grant funded positions in fiscal year 2021-2022. The statistics support four full time positions in my office and I have enclosed those statistics. I have also enclosed the current salary of non-grant funded positions in my office.

I look forward to discussing these matters with you in the near future.

Sincerely,

  
Jacqueline M. Lacy  
State's Attorney  
Enclosures

**Jacqueline M. Lacy**  
**State's Attorney**



**Office of the**  
**State's Attorney**  
**Vermilion County, Illinois**

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June 2021

Re: Victim/Witness new Advocate Stats (in addition to the on-going cases)

2019

Total new CM/CF/JD cases filed – 1,803

Total new victims contacted – 1,536

2020

Total new CM/CF/JD cases filed – 1,828

Total new victims contacted – 1,656

2021

we have served 375 new victims

Title	2021 Annual	Bi-Weekly Rate
<b>Attorneys</b>		
First Asst. SA	\$122,003.50	\$4,674.46
Deputy Chief – Felony Division	\$110,000.00	\$4,214.55
Deputy Chief – Felony Division	\$80,000.00	\$3,065.13
Chief of Civil Division	\$75,000.00	\$2,873.56
ASA – Felony	\$68,000.00	\$2,605.36
ASA – Felony (Felony Chief)	Based upon experience (\$100,000.00)	
ASA – CM/TR	\$77,250.00	\$2,959.77
ASA – CM/TR	\$66,950.00	\$2,565.13
ASA – JD	\$55,825.00	\$2,138.89
711 Attorney	\$25,000.00	
<b>Support Staff</b>		
Office Manager	\$40,977.26	\$1,570.01
Office Training Manager	\$32,781.81	\$1,256.01
Asst. Office Training Mngr/Civil Mngr	\$28,325.00	\$1,085.25
Felony Admin. Asst. Supervisor	\$26,500.00	\$1,015.32
Legal Sec II	\$25,451.00	\$975.13
Legal Sec II	\$25,451.00	\$975.13
Legal Sec II	\$25,451.00	\$975.13
Legal Sec II (PART TIME)	\$25,451.00 (\$12.19/hr)	Depends on hours worked
<b>Victim/Witness Program</b>		
Vic/Wit Advocate Coordinator	\$39,392.17	\$1,509.28
Vic/Wit Advocate	\$30,000.00	\$1,149.43
Vic/Wit Advocate	\$30,000.00	\$1,149.43
<b>Investigations</b>		
Inv.	\$43,709.08	\$1,674.68
Inv. (PART TIME)	Not included in total \$18.00/hr;	Depends on hours worked
	<b>1,178, 517.60</b>	