AGENDA
Public Safety and Justice Committee
Tuesday, August 23, 2022
@ 1:00 PM
Peoria County Courthouse, Room 403

1. **Call to Order**

2. **Approval of Minutes**
   - June 21, 2022

3. **Informational Items / Reports / Other Minutes / Updates**
   - ETSB
   - Public Defender Report
   - Prison Rape Elimination Act (PREA) Auditing Cycle

4. **Resolution**
   - Salary Adjustment for Peoria County Sheriff

5. **Miscellaneous**

6. **Adjournment**
DRAFT
MINUTES
Public Safety and Justice Committee
June 21, 2022
@ 1:00 p.m.

MEMBERS PRESENT: Paul Rosenbohm – Chairperson; Eden Blair, Brandy Bryant, Brian Elsasser (via teleconference), Rob Reneau, Steven Rieker, Phillip Salzer, Sharon Williams

MEMBERS ABSENT:

OTHERS PRESENT: Scott Sorrel – County Administrator; Shauna Musselman – Assistant County Administrator; Jennie Cordis Boswell - State’s Attorney’s Office; Gretchen Pearsall – County Administration; Jodi Noe – ETSB; Mark Bronke – Probation & Court Services; Gabe McLeod – Courts Administration; Brian Asbell, Doug Gaa, Randy Brunner – Sheriff’s Office

Call to Order
Chairman Rosenbohm called the meeting to order at 1:03 pm.

A motion to allow the participation of Mr. Elsasser via teleconference was made by Mr. Salzer and seconded by Mr. Reneau. The motion carried unanimously (7-0).

Approval of Minutes
A motion to approve the minutes of May 24, 2022 was made by Ms. Williams and seconded by Dr. Blair. The motion carried unanimously (8-0).

Informational Items / Reports / Other Minutes / Updates
- ETSB
Ms. Noe advised that the ETSB is awaiting approval from the State regarding the Stark County Consolidation Grant. She commented that the NG911 project has been initiated and is anticipated to be complete by mid-July.

- Public Defender Report
No report. No questions or comments from committee.

Resolutions
- Metropolitan Airport Authority of Peoria Police Services Agreement
A motion to approve was made by Dr. Blair and seconded by Ms. Bryant. Sheriff Asbell remarked that Bellwether was retained to provide a cost study for police services. He stated that after the study was complete, the Sheriff’s Office began negotiations with the Airport Authority Board based upon updated cost study values provided by Bellwether. He stated that a 5-year agreement is recommended for approval, with the first year seeing an increase from the previous contract based upon updated charges for services and a 0% increase in the remaining four years.

The motion to approve carried unanimously. (7-0; Mr. Elsasser absent for vote)
• **Dunlap Unit School District Police Services Agreement**
A motion to approve was made by Ms. Bryant and seconded by Mr. Reneau. Sheriff Asbell advised that a 3-year agreement is recommended for approval, with the first year seeing an increase from the previous contract based upon updated charges for services and years two and three increasing 3% per year.

The motion to approve carried unanimously (8-0).

• **SFY23 Problem-Solving Courts Evaluation Contract**
A motion to approve was made by Dr. Blair and seconded by Ms. Bryant. Mr. Bronke advised that staff recommends entering into a Problem-Solving Courts Evaluation contract with Illinois State University to conduct a Problem-Solving Courts evaluation. He explained that as a part of being certified courts by the Administrative Office of Illinois Courts, an evaluation from an outside vendor is required to evaluate the efficiency and operation of the problem-solving courts, primarily to ensure the courts are operating in accordance with certification standards. He advised that evaluations across the state are performed by university personnel primarily as an effort to lower costs, and utilize graduate students in the research. He stated that the contract totals just over $28,000.00, with funding split between SFY2022 and SFY2023, and is funded through the Probation Services Fund. He added that a comprehensive report will be released at the completion of the evaluation.

Mr. Rosenbohm asked Mr. Bronke to provide an update on the results of the previous evaluation, which was performed by Bradley University, at the next meeting of the committee.

A motion to amend the resolution adding the language “upon review and approval by the State’s Attorney’s Office” was made by Dr. Blair and seconded by Ms. Bryant. The motion to amend carried unanimously (8-0).

The motion to approve as amended carried unanimously (8-0).

• **SFY23 Adult Redeploy Illinois Grant**
A motion to approve was made by Mr. Rieker and seconded by Ms. Bryant. Mr. Bronke advised that Peoria County has been awarded this continuation grant from the Illinois Criminal Justice Information Authority for the SFY2023. He stated that the grant, in which Peoria County has been a participant since 2013, identifies high risk, non-violent offenders in the prison population to determine a more cost-effective method of supervision of those non-violent offenders in the community vs. incarceration. He noted that $282,000.00 grant fully funds the cost of 2.5 positions.

The motion to approve carried unanimously (7-0; Mr. Elsasser absent for vote).

**Committee Action**

• **Review of Executive Session Minutes**
Ms. Cordis Boswell advised that it is the recommendation of the State’s Attorney’s Office that all previously held executive session minutes continue to be held closed as the need for confidentiality still exists, and to destroy executive session audio recordings more than two years old, except those that relate to pending litigation.

A motion to accept the recommendation of the State’s Attorney’s Office was made by Mr. Reneau and seconded by Ms. Bryant. The motion to approve carried unanimously (7-0) Mr. Elsasser absent for vote.
**Miscellaneous**
Mr. Rieker recognized the service of Captain Gaa to Peoria County, who is leaving Peoria County on June 30th. Captain Gaa stated that it has been an honor to serve with the Sheriff’s Office for the past 29 years.

Mr. Reneau asked for an update on the deputy who was injured in an auto accident recently, and Captain Watkins advised the deputy has begun physical therapy and is continuing in his recovery.

Captain Watkins updated the committee on staffing at the Sheriff’s Office, noting that the office continues to be down 22 Correctional Officer positions and 6 Deputy positions.

**Adjournment**
The meeting was adjourned by Chairman Rosenbohm at 1:42 p.m.

*Recorded and Transcribed by: Jan Kleffman*
August 19, 2022

Mr. Paul Rosenbohm  
Chairman  
Public Safety & Justice Committee

Honorable Katherine S. Gorman  
Chief Judge of the Tenth Judicial Circuit

Dear Chairman Rosenbohm & Chief Judge Gorman:

I am working with County administration to finalize the plans for a new office space for the Public Defender’s Office. The new office will be located in the space formerly occupied by the Recorder of Deeds and will house all full-time employees of the Public Defender’s Office as well as offering a suitable and central location for independent contractors to meet confidentially with clients. I am very grateful to the County for the opportunity to have a permanent office space within the courthouse and specifically want to thank County Administrator Scott Sorrel for his leadership on this project. We have had several meetings to finalize plans with the architects in order to keep the project moving as expeditiously as possible.

I continue to seek qualified applicants for the available vacant full-time positions in our office, and I hope to have better news on that front over the second half of the year. I am optimistic that the passage rate for the Illinois Bar will increase in the fall and that a new slate of attorneys will provide qualified applicants to assist the citizens who need this valuable service. Recently, our office hired a new full-time assistant public defender, Rachelle Roth, who is handling primarily felony cases. She has been an excellent addition to the office, and we are excited to have her aboard.
Below is a chart showing the normal statistical data for the past three months.

### May 2022 - July 2022 Public Defender Statistical Data

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<tr>
<th>Division</th>
<th>Pending Case Total (May)</th>
<th>Pending Case Total (June)</th>
<th>Pending Case Total (July)</th>
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<td>627</td>
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<tr>
<td>Misdemeanor (Corresponding 13 months)</td>
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<td>Traffic (1/1/17-end of corresponding month)</td>
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<td>4737</td>
<td>4750</td>
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<td>970</td>
<td>975</td>
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I appreciate the opportunity to serve you and the County. Please do not hesitate to contact me with questions or for discussion.

Very truly yours,

Nathan R. Bach
BACKGROUND/DISCUSSION:
The Prison Rape Elimination Act (PREA) of 2003 is a federal law that seeks to eliminate sexual assaults and sexual misconduct in lock up facilities. This law applies to all federal and state prisons, private facilities, juvenile facilities, and community correctional settings. The major provisions of PREA include adherence to a zero-tolerance standard of inmate sexual assault, and the development of standards for detection, prevention, reduction, and response.

In June 2016, after undergoing an official audit conducted by a Department of Justice Certified Auditor, the Peoria County Juvenile Detention Center became the first juvenile facility in Illinois to be certified as being compliant with the standards of PREA. PCJDC was again found compliant with PREA standards in 2019 after a second PREA audit. According to current PREA standards, all confinement facilities must be audited at least once during every three-year audit cycle.

Our mission at the Peoria County Juvenile Detention Center is to maintain compliance with the Prison Rape Elimination Act by developing guidelines and policies for preventing, detecting, monitoring, and eradicating all sexual abuse and harassment within the facility. To maintain this mission, the center must obtain another audit by a Department of Justice Certified Auditor by the end of 2022.

On June 7, 2022, the Peoria County Juvenile Detention Center released a Request for Quotes (RFQ) for auditing services from certified Department of Justice auditors. Four (4) auditors submitted qualifications, including DRB Consulting, LLC at $4,850.00, Rising Sun Auditing Service, LLC at $5,000.00, PREA Auditors of America, LLC at $7,995.00, and Jerome Williams, independent Department of Justice PREA Auditor at $7,560.45. After review of results, experience, and professional portfolio, DRB Consulting, LLC was chosen at $4,850.00.

COUNTY BOARD GOALS:

PREPARED BY:  AnnMarie Latzo, Assistant Superintendent Compliance Administrator
DEPARTMENT:  Juvenile Detention Center
DATE:  August 3, 2022
REQUEST FOR QUOTES

Issued By

COUNTY OF PEORIA
PURCHASING DIVISION

PEORIA COUNTY COURTHOUSE

324 MAIN ST * ROOM 501
PEORIA, ILLINOIS 61602
PHONE (309) 672-6931 * FAX (309) 495-4608

Quotes to be sent to:

Annmarie Latzo
Assistant Superintendent Compliance Administrator alatzo@peoriacounty.org

June 30, 2022
for the goods or services described herein.

PRISON RAPE ELIMINATION ACT (PREA) AUDIT SERVICES

Company Name ______________________________
I. INTRODUCTION

The Peoria County Juvenile Detention Center (PCJDC) is seeking proposals from the Department of Justice (DOJ) for a qualified and certified PREA auditor to conduct a Prison Rape Elimination Act (PREA) audit.

II. QUOTES DUE

A. Quotes will be received until June 30, 2022. Please email your submissions to Annmarie Latzo, Assistant Superintendent Compliance Administrator alatzo@peoriacounty.org.

B. Please direct all questions regarding this quote to Annmarie Latzo, Assistant Superintendent Compliance Administrator alatzo@peoriacounty.org.

III. QUOTE SUBMITTAL REQUIRED DOCUMENTS

A. Cost Sheet
B. Reference Sheet
Request for Proposals

Scope Of Work: The Peoria County Juvenile Detention Center (PCJDC) is seeking proposals from the Department of Justice (DOJ) for a qualified and certified PREA auditor to conduct a Prison Rape Elimination Act (PREA) audit.

The PREA auditor shall provide all services required for the audit, including the pre-audit, onsite audit, and interim and corrective action phases. Additionally, the PREA auditor shall be responsible for the interim and final audit reports as required by DOJ PREA standards.

Minimum Qualifications: Any persons providing these services shall possess a current Department of Justice PREA auditor certification to audit juvenile facilities.

Content of Proposal: If interested, please provide the following:

1. Information about the auditor’s experience with conducting PREA audits for juvenile correctional facilities. This can be in the form of a resume. Please include information for all potential auditors and/or support staff.

2. Three (3) professional references from agencies and facilities the auditor has worked with.

3. Fees for audit services which include all costs associated with facets of the audit, including the pre-audit, onsite audit (including travel expenses), and post-audit activities.

Audit Locations and Facility Characteristics: The PCJDC operates under the authority of the Chief Judge of the 10th Judicial Circuit Court. The facility is located at 223 N. Maxwell Rd. Peoria, IL 61604. The facility opened in 1999 and has a rated capacity of 63 youth. The average daily population for the past 12 months was 23 youth, average length of stay was 19 days, and a total number of admissions was 531.

The PCJDC has an approved Full Time Equivalent (FTE) count of 59.85 employees, 3.75 FTE contractual employees, 5 FTE contractual teachers, and approximately 75 volunteers. The following is a breakdown on the approved staffing for the PCJDC:

- Security staff 43.60 FTE
- Support staff 2.00 FTE
- Transportation 4.25 FTE
- Service & Maintenance 3.00 FTE
- Management 7.00 FTE

Due the current national labor shortages and wage local compensation issues, the PCJDC has averaged 16 FTE’s openings over the last 12 months.

Previous Audits and Timeline: The PCJDC previously had PREA audits conducted in June 2016 and 2019. The PCJDC PREA Coordinator will work with the chosen auditor to choose specific dates of the audit, however the audit needs be conducted in 2022.

Submission Information: Please email your submissions or forward any question via email to Annmarie Latzo, Assistant Superintendent Compliance Administrator alatzo@peoriacounty.org and 309.634.4221.
PEORIA COUNTY QUOTE SHEET

Quote must remain firm for ninety days (90) from the date of bid opening.

COST PROPOSAL:

$_________________________________________________________

Will the goods or services you are proposing meet all specifications and requirements?

YES____ NO_____ If NO, please list all exceptions: (use additional sheet if necessary, with explanations of variations of specifications:

_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Peoria County reserves the right to reject any and all bids, to wave technicalities and select the goods/services that best meet the needs of the County.

Estimated timeframe to complete goods/services: ____________________________

We the undersigned agree to furnish the services listed in this Request for Quote according to the county’s specifications and conditions at the stated prices enclosed in this cost proposal sheet.

Signature of Authorized Agent                             Company Name

____________________________________    ________________________________________

Printed Name                                                       Date
Count of Peoria

References

The bidder must list **three (3)** references, listing firm name, address, telephone number and contact person to whom they have provided similar services, material or equipment for a period of not less than **not less than one (1) year**.

The bidder verifies that they have provided equipment or supplies to that contained in this contract to the following parties with needs similar to that of County of Peoria and authorizes the County to verify references of business and credit at its option.

In addition, please detail the following information:

- ✔️ Length of account tenure

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Signature of Bidder authorized the County of Peoria to verify business references.
AGENDA BRIEFING

COMMITTEE: Public Safety and Justice Committee
MEETING DATE: August 23, 2022

LINE ITEM: #001-1-012-3-315-51033

ISSUE: Approval of Salary Adjustment for Peoria County Sheriff

BACKGROUND/DISCUSSION:

Effective July 1, 2022, the Counties Code (55 ILCS 5/3-6007.5) was amended related to the Sheriff's salary. The new language is below:

55 ILCS 5/3-6007.5)
Sec. 3-6007.5. Sheriff's salary.
(a) As used in this Section, "salary" is exclusive of any other compensation or benefits.
(b) The salary of a sheriff elected or appointed after the effective date of this amendatory Act of the 102nd General Assembly in a non-home rule county shall not be less than 80% of the salary set for the State's Attorney under Section 4-2001 for the county in which the sheriff is elected or appointed.
(c) The State shall furnish 66 2/3% of the total annual salary to be paid to a sheriff. Said amounts furnished by the State shall be payable monthly by the Department of Revenue out of the Personal Property Tax Replacement Fund or the General Revenue Fund to the county in which the sheriff is elected or appointed. The county shall furnish 33 1/3% of the total annual salary.
(Source: P.A. 102-699, eff. 7-1-22.)

In accordance with the Counties Code (55 ILCS 5/3-6007.5), the salary of the Sheriff shall not be less than 80% of the State's Attorney's annual compensation. Therefore, in compliance with said Counties Code, the Sheriff's Office is requesting the annual salary of the Sheriff be increased to **$151,008.00**.

No budget amendment is necessary to increase the personnel line item. In addition, pursuant to 55 ILCS 5/3-6007.5, the State of Illinois reimburses the county 66 2/3 percent of the salary paid to the Sheriff.

COUNTY BOARD GOALS:

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STAFF RECOMMENDATION:
Approval of Salary Adjustment for Peoria County Sheriff

COMMITTEE ACTION:

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PREPARED BY: Randy Brunner, Finance Director
DEPARTMENT: Sheriff's Office
DATE: August 12, 2022
TO THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

Your Public Safety and Justice Committee does hereby recommend passage of the following Resolution:

RE: Approval of Salary Adjustment for Peoria County Sheriff

RESOLUTION

WHEREAS, the County of Peoria is obligated by statute to provide compensation to the Peoria County Sheriff; and

WHEREAS, in accordance with the Counties Code (55 ILCS 5/3-6007.5), the full-time Sheriff's salary must be at least 80% of the State's attorney's annual compensation; and

WHEREAS, in accordance with the laws of the State of Illinois, States Attorneys were allowed a COLA increase effective July 1, 2022; and

WHEREAS, the Sheriff’s salary needs to increase likewise, to meet the 80% requirement; and

NOW THEREFORE BE IT RESOLVED by the County Board of Peoria County, that it will authorize the annual salary of the Peoria County Sheriff’s to be increased to the amount of One Hundred Fifty-One Thousand, Eight dollars ($151,008.00) effective July 1, 2022, as set forth in the agenda briefing.

RESPECTFULLY SUBMITTED,
Public Safety and Justice Committee

Date: August 11, 2022