

**County of Kendall, Illinois**  
**LAW, JUSTICE, AND LEGISLATION COMMITTEE**  
**Kendall County Courthouse**  
**807 W. John Street, Law Library, Yorkville, Illinois**  
**Tuesday, October 22, 2019 ~ 3:15 p.m.**  
**Meeting Agenda**

- 1. Call to order**
- 2. Pledge of Allegiance to the American Flag**
- 3. Roll call and determination of a quorum:** Tony Giles (Chair), Matthew Prochaska (Vice Chair), Judy Gilmour, Audra Hendrix, Robyn Vickers
- 4. Approval of the Agenda**
- 5. Approval of the September 9, 2019 meeting minutes**
- 6. Public Comment**
- 7. Status reports**
  - A. Coroner
  - B. Emergency Management Agency
  - C. Public Defender
  - D. Court Services/Probation
  - E. Sheriff's Office
    1. Operations Division
    2. Corrections Division
    3. Records Division
- 8. Old Business**
- 9. New Business**
  - *Approval of Intergovernmental Agreement between Kendall County and the Kendall County Circuit Clerk Regarding Expense Reimbursement for Tyler/New World Software*
  - *Discussion of County Board Organizational Memberships*
- 10. Legislative update**
- 11. Chairman's report/comments**
- 12. Executive Session for the purpose of the review of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, 5ILCS 120-2**
- 13. Adjournment**

*If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at (630) 553-4171, a minimum of 24-hours prior to the meeting time*

**COUNTY OF KENDALL, ILLINOIS**  
**Law, Justice and Legislation Committee**  
**Monday, September 9, 2019**  
**Meeting Minutes**

**Call to Order and Pledge Allegiance** - Chair Tony Giles called the meeting to order at 3:15p.m. and led the Pledge of Allegiance.

**Roll Call:**

<b>Committee Member</b>	<b>Status</b>	<b>Arrived at Meeting</b>	<b>Left Meeting</b>
Tony Giles	Here		
Judy Gilmour	Here		
Audra Hendrix	Here		
Matthew Prochaska	Here		
Robyn Vickers	Here		

**With five members present voting aye, a quorum was determined to conduct business.**

**Others Present:** Public Defender Vicki Chuffo, Court Services Director Alice Elliott, EMA Director Joe Gillespie, County Administrator Scott Koeppel, Chief Deputy Mike Peters, Judge Robert Pilmer, Coroner Jacquie Purcell, Deputy Commander Jeanne Russo, Facilities Director Jim Smiley, States Attorney Eric Weis

**Approval of the Agenda** –Member Vickers made a motion to approve the agenda with the amendment of adding a second Public Comment section before the Legislative Update section, second by Member Hendrix. **With five members present voting aye, the motion carried.**

**Approval of Minutes** – Member Hendrix made a motion to approve the August 12, 2019 meeting minutes, second by Member Prochaska. **With five members present voting aye, the motion carried.**

**Public Comment** - None

**Status Reports**

**Coroner** – Coroner Purcell reviewed the monthly report with the committee, and reported 22 deaths for the month of August with 2 caused due to vehicle accidents and 1 suicide. Coroner Purcell stated that personnel attended NEMRT training on Evidence Processing, and Medicolegal Death Investigation training in August. Coroner Purcell attended the Illinois, Indiana, Minnesota, and Wisconsin White house Regional Conference and State Officials Day in Washington, D.C. on August 20<sup>th</sup>. **Written report provided.**

**EMA** – **Written report provided.** Multi-Agency Search and Rescue training on Orienteering was held at Waterfall Glenn Forest Preserve in Darien, with 30 Search and Rescue professionals from eight agencies in attendance, including four from Kendall County Search and Rescue.

Kendall County EMA Search and Rescue Personnel participated in searches in Cook County for a missing person possibly involved in a homicide, and search in Belvidere for evidence in regards to a homicide of a male.

Several Kendall County Search and Rescue personnel are involved in planning for a full scale Search and Rescue exercise in Kane County in early November, where Search and Rescue professionals from throughout Illinois, the Kane County Sheriff's Office, ILEAS Mobile Field Forces, IL-TF1, Elgin and North Aurora police drones and Civil Air Patrol will participate.

Monthly Siren, STARCOM and WSPY Emergency Alert System (EAS) testing continued.

**Public Defender** – Public Defender Chuffo reported continued increase in all areas. Written report provided.

**Court Services** – Written report provided. Director Elliott reported that due to new standards, Probation Officers are required to spend additional time in the field, causing increased concerns about officer safety. In the spirit of agency cooperation and collaboration, the Oswego Police Department has taken over training Court Services/Probation personnel in defensive tactic techniques should they need to use them, The training will be repeated regularly to ensure the skills become muscle memory. The Sheriff's Office will be providing OC Spray training, and Probation Officers will begin carrying it in the field. DuPage County Probation is assisting Kendall County Probation in developing verbal de-escalation and home visit safety training that will be practiced in-house to ensure the best defense and prevention of de-escalation of potential crisis situations. Kendall County EMA has been instrumental in providing needed radios for use when on home visits, and KenCom has set-up a system for Probation to utilize the CAD system for officers to call in when out on home visits.

Director Elliott also reported on two new programs that Court Services/Probation has collaborated with the Kendall County Health Department in bringing to the County:

***Thinking for a Change*** is a 26-week cognitive intervention group designed to teach social skills, problem solving skills and decision-making skills. Probation Officers and Health Department Counselors have been trained, and together will deliver the program to Probation Clients determined by the Probation Office or the Court to be good candidates for this evidence-based program, that has shown to be effective in reducing recidivism with moderate to high-risk clients.

***Domestic Violence Offender Treatment*** is a collaboration between Probation and the KC Health Department to become a certified Partner Abuse Intervention Program Provider, and ensure a smooth transition to services/treatments such as Substance Abuse counseling, Mental Health appointments, etc. By overcoming past barriers to this treatment, both the offender and victim are being served, and the sooner an abuser begins treatment, the safer their victim becomes. The goal is to have facilitators fully trained by the end of September, and then begin defining and collaborating on the referral process and service delivery between the two departments by the end of this fiscal year.

## **Sheriff's Report**

- a. Operations Division – Chief Written report provided.
- b. Corrections Division – Written report provided.
- c. Records Division – Written report provided.

## **Old Business - None**

## **New Business**

- *Discussion and Approval of the X-Ray Machine Service Agreement with Smith's Detection* – Member Hendrix made a motion to forward the item to the County Board for approval, second by Member Prochaska. **With five members voting aye, the motion carried by a vote of 5-0.**
- *Discussion and Approval of the Sheriff's Office Fee Study* – Member Hendrix made a motion to forward the item to the County Board for approval, second by Member Vickers. **With five members in agreement, the motion carried by a vote of 5-0.**
- *Discussion and Approval of an Ordinance Prohibiting Cannabis Business Establishments* – Member Prochaska made a motion to forward the item to the Board for approval, second by Member Vickers. Mr. Giles asked for clarification of a yes or no vote, or simply doing nothing and it being allowed. Mr. Koepfel stated that the LJJ Committee is specifically reviewing the ordinance, and then voting yes or no to send it to the County Board for final approval-, PBZ Committee is reviewing the zoning specific to Cannabis Business Establishments if the ordinance is allowed, and the Admin HR Committee is reviewing the implication of the ordinance as it pertains to employees. Discussion on the pros and cons of allowing Cannabis Business Establishments in the County, legal opinion of whether the County can opt-out of specific categories of the ordinance, and pros and cons of approving the ordinance.

ROLL CALL: Member Gilmour – yes, Member Vickers – no, Member Hendrix – no, Member Prochaska – yes, Member Giles – yes

**With Members Gilmour, Prochaska and Giles voting yes, and Members Vickers and Hendrix voting no, the motion carried by a vote of 3-2 to forward the item to the Committee of the Whole for further discussion.**

**Chairman's Report/Comments** – No report

**Public Comment** - None

**Legislative Update** - None

**Executive Session** – Not needed

**Items for the September 17, 2019 County Board Agenda**

- *Approval of the X-Ray Machine Service Agreement with Smith's Detection*
- *Approval of the Sheriff's Office Fee Study*

**Items for the September 12, 2019 Committee of the Whole Agenda**

- *Approval of an Ordinance Prohibiting Cannabis Business Establishments*

**Adjournment** – Member Hendrix made a motion to adjourn the meeting, second by Member Prochaska. **With five members in agreement, the meeting adjourned at 4:11p.m.**

Respectfully Submitted,

Valarie McClain  
Administrative Assistant and Recording Clerk



**KENDALL COUNTY CORONER**  
 ——— JACQUIE PURCELL ———

Description	**	Month: September (FY 2019)	Fiscal Year-to- Date	September 2018
Total Deaths		35	250	26/256
Natural Deaths		30	229	23/212
Accidental Deaths		1	6	1/12
Pending		2	2	0
Suicidal Deaths		1	11	2/6
Homicidal Deaths		1	1	0/1
Undetermined		0	1	0/2
Toxicology		5	24	2/28
Autopsies		5	18	1/25
Cremation Authorizations		14	130	23/157
<b>Scenes Responded to:</b>		<b>Transported by Coroner's Office:</b>		<b>External Examinations:</b>
6		5		1
Pending - September 5, 2019, 36-year-old, White, Male, Oswego, Pending Toxicology Results Accident - September 5, 2019, 72-year-old, White, Female, Lisbon Twp., Blunt Force Injuries due to Motor Vehicle Collision Homicide - September 21, 2019, 1-year-old, White, Male, Joliet, Multiple Gunshot Wounds Suicide - September 21, 2019, 35-year-old, White, Male, Joliet, Multiple Gunshot Wounds Pending - September 30, 2019, 37-year-old, White, Male, Yorkville, Pending Toxicology Results				

**PERSONNEL/OFFICE ACTIVITY:**

1. On September 4, Coroner Purcell facilitated the Lights of Hope meeting for loved ones who have been impacted by an overdose related death.
2. On September 16, Chief Deputy Coroner Gotte presented at the IL Parks Law Enforcement Association (IPLEA) annual conference regarding the coroner's system and responsibilities in Illinois.
3. On September 18, Coroner Purcell attended the Gift of Hope training and luncheon in Kankakee, Illinois.
4. On September 27, Coroner Purcell presented to the Science Careers Class at Oswego High School.
5. A total of 7.0 hours of community service were completed at the coroner's office during the month of September.

————— CARORUM AD CURAM —————

# Kendall County Emergency Management Agency

1102 Cornell Lane, Yorkville Illinois 60560

Joseph T. Gillespie, Director

Tracy Page, Deputy Director

## EMA/Search and Rescue Report

**September 2019**

**September 3 - 4** – Director Gillespie attended the 2019 IEMA Conference held in Springfield.

**September 4** - Search in rural Chrystal Lake for missing 18 yoa male autistic person that had been missing for several days. Three (3) Kendall EMA SAR personnel attended. The young man was found several days after the search deceased.

**September 9** - EMA Meeting. Had a short business meeting to discuss upcoming and recent items. Talked about several opportunities to interact with the community through awareness and preparedness. Levi Gotte continued the IAP training with the two (2) groups continuing with ongoing mock incident. Groups learned and performed completion of ICS Form 208. Eleven (11) Kendall County EMA members attended. Levi Gotte told the group that at the next meeting we would be completing a whole IAP packet for a similar incident, to test what we have learned during these learning sessions.

**September 14** - Multi Agency Search and Rescue Training in the subject of Night Search Techniques. The training was held at Kane County OEM Garage with Kane County OEM as the host. Forty-seven (47) Search and Rescue professionals from eleven (11) area agencies attended, including four (4) from Kendall County EMA Search and Rescue.

**September 25** - Third Planning Committee Meeting for a large full scale Search and Rescue exercise to be hosted by Kane County OEM. The exercise is slated to be the largest Search and Rescue exercise in the state of Illinois. Participating will be Search and Rescue professionals from all over Illinois (Ground, K9 and Mounted), Kane County Sheriff's office, ILEAS Mobile Field Force (3 North), IL-TF1, Elgin and North Aurora police drones and Civil Air Patrol. Several Kendall County EMA and Search and Rescue personnel will be participating in the exercise in many roles in the exercise on November 2, 2019 in Elgin.

**September 26** – 2020 EMA budget was presented to the County Budget and Finance Committee

Continued with siren testing on the first Tuesday morning of the month

Continued with STARCOM testing first Tuesday morning of the month

Continued with WSPY EAS testing first Tuesday morning of the month

TO: Law, Justice and Legislation Committee Members

FROM: Victoria Chuffo, Public Defender; Monthly Report 

NUMBER OF CASES ASSIGNED TO EACH PUBLIC DEFENDER  
AS OF OCTOBER 1, 2019

VICTORIA CHUFFO, Public Defender

- 106 cases / last month 101 cases - Felony cases

COURTNEY TRANSIER, First Asst. Public Defender

- 136 cases / last month 156 cases - Felony cases

MICHAEL MONTGOMERY, Asst. Public Defender

- 344 cases / last month 327 cases - Felony/ Juvenile cases

LINDSEY LACHANSKI, Asst. Public Defender

- 360 cases/ last month 405 cases -  
Misdemeanor/Traffic/Juvenile cases

JESSICA DEETS, Asst. Public Defender

- 353 case/ last month 334 cases -  
Misdemeanor/Traffic/Juvenile cases

My office has been appointed a total of 211 new cases between September 3, 2019 and October 22, 2019. The Kendall County Public Defender's Office currently has 1,299 open cases as of today's date; October 22, 2019. The Public Defender appointments for felony; misdemeanor; traffic; and juvenile abuse/neglect cases have increased since last month. My office has been appointed to 15 individuals for bond call only appointments from September 3, 2019 to October 22, 2019.



To: Kendall County Board \* Law, Justice and Legislation Committee  
 From: Alice Elliott, Director \* Kendall County Court Services  
 Date: 10-22-19  
 Re: Monthly Report

**Juvenile Detention – FY2019 ~ Costs Incurred**

Kendall County Court Services FY2019 Summary - Juvenile Detention					Same Time 2018	Same Time 2017	Same Time FY2016	Same Time FY2015	Same Time FY2014
Month	Total New Admissions	Total Holdovers*	Total Days	Total Cost Incurred					
				\$18,652.00* Paid FY19 incurred FY18					
12/2018	13	6	147	\$17,640.00	\$10,450.00	\$8,690.00	\$15,620.00	\$3,000.00	\$3,400.00
01/2019	10	3	101	\$12,120.00	\$9,020.00	10,560.00	15,180.00	8,400.00	7,600.00
02/2019	9	3	86	\$10,320.00	\$11,330.00	15,070.00	11,110.00	4,100.00	9,400.00
03/2019	09	2	57	\$6840.00	\$21,730.00	9,900.00	3,410.00	2,300.00	4,300.00
04/2019	4	2	66	\$7920.00	\$15,960.00	13,640.00	5,940.00	2,400.00	3,000.00
05/2019	14	3	157	\$18,840.00	\$10,560.00	5,610.00	4,180.00	7,800.00	11,510.00
06/2019	12	6	203	\$24,000.00	\$7,320.00	6,270.00	11,660.00	5,500.00	13,600.00
07/2019	2	7	124	\$14,880.00	\$11,760.00	1,540.00	10,120.00	8,400.00	8,700.00
08/2019	2	1	38	\$4560.00	\$12,000.00	3,850.00	11,880.00	7,400.00	6,300.00
09/2019	5	1	38	\$4560.00	\$9120.00	9,130.00	2,640.00	16,000.00	11,200.00
10/2019					\$15,120.00	10,780.00	5,610.00	15,440.00	5,600.00
11/2019					\$18,600.00	5,170.00	11,110.00	15,100.00	1,400.00
<b>TOTAL</b>				<b>\$140,332.00</b>	<b>\$152,970.00</b>	<b>\$100,210.00</b>	<b>\$108,460.00</b>	<b>\$95,840.00</b>	<b>\$86,010.00</b>

\*Holdover=A minor detained on the last day of the previous month carried over to the first day of the current month.

**Kendall County Fiscal Year 2019 (Juvenile Detention):**

Amount Budgeted: \$ 110,000.00  
 Amount Expended: \$ 140,332.00  
 Amount Remaining: \$ -30,332.00

**Kendall County Fiscal Year 2019 (Juvenile Board & Care):**

Amount Budgeted: \$ 70,000.00  
 Amount Expended: \$ 44,604.00  
 Amount Remaining: \$ 25,396.00

**Juvenile Board & Care - FY2019 ~ Costs Incurred**

	Number of Minors Placed	Days Paid	Total Monthly Cost Incurred	Total Cost Incurred (Running Total)
12/2018	1	31****	\$5487.00	\$5,487.00
01/2019	1	31***	\$5487.00	\$10,974.00
02/2019	1	28***	\$4956.00	\$15,930.00
03/2019	1	31***	\$5487.00	\$21,417.00
04/2019	1	30***	\$5310.00	\$26,727.00
05/2019	1	31***	\$5487.00	\$32,214.00
06/2019	1	30***	\$5310.00	\$37,524.00
07/2019	1	31***	\$5487.00	\$43,011.00
08/2019	2	9	1593.00	\$44604.00
09/2019	0	0	0	\$44604.00
10/2019				
11/2019				
<b>TOTAL</b>				<b>\$44,604.00</b>

\*\*\*- The parent has been ordered to reimburse the county \$1577.00 per month toward this expense.

**Items Worthy of notice to the County Board:**

As has been reported to the board already, funding for this year from the Administrative Office of Illinois Courts has increased to 100% of what they are statutorily required to reimburse the county. Additionally, we have received the 100% salary funding (not benefits) for a new Special Programs Supervisor for this next year with an anticipated start date of December 1, 2019. One of the primary reasons for obtaining this new position is to improve quality assurance with our Special Programs Unit. (Pretrial, GPS, Drug Court- probation officer duties only). These specialized programs have a direct correlation with public safety and thus the need for quality programs cannot be underscored enough. The objective will be to develop a program that will be eligible for NAPSA Accreditation in the next 2 years. NAPSA's Accreditation provides Kendall County Court Services Pretrial Program the opportunity to ensure pretrial release standards are being implemented fully. It is not just

achieving accreditation that is the ultimate goal, but also maintaining accreditation that will attest to our commitment for excellence through application of these standards and best practices throughout our operations.

Additionally, I have applied for additional funding of some of the 100% county funded positions through AOIC. We anticipate hearing in the next few days if we have received these funds. This money would not result in additional positions but rather would just provide the county with funding not previously available for the salary reimbursement. This would be an annual reimbursement that once approved is reoccurring without having to reapply.

# KENDALL COUNTY SHERIFF'S OFFICE

## MONTH-END REPORT



**SEPTEMBER**

**2019**

## ***OPERATIONS DIVISION***

<b>POLICE SERVICES</b>	<b>September-18</b>	<b>September-19</b>
Calls for Service	731	723
Police Reports	346	306
Total Arrests	108	52
Cannabis Civil Law Citations Issued	2	6
Ordinance Citations Issued	-	0

  

<b>TRAFFIC SERVICES</b>	<b>September-18</b>	<b>September-19</b>
Traffic Contacts	594	1,001
Traffic Citations Issued	158	207
DUI Arrests	2	1

  

<b>TRAFFIC CRASH INVESTIGATIONS</b>	<b>September-18</b>	<b>September-19</b>
Property Damage	41	47
Personal Injury	6	9
Fatalities	0	0
<b>TOTAL CRASH INVESTIGATIONS</b>	<b>47</b>	<b>56</b>

  

<b>VEHICLE USAGE</b>	<b>September-18</b>	<b>September-19</b>
Total Miles Driven by Sheriff's Office	58,527	55,102
Vehicle Maintenance Expenditures	\$2,130	\$2,356
Fuel Expenditures	\$10,210	\$10,742
Fuel Gallons Purchased	4,112	4,495
Squad Damage Reports	2	0

  

<b>AUXILIARY DEPUTIES</b>	<b>September-18</b>	<b>September-19</b>
Ride-A-Long Hours	0	0
Auxiliary Hours	34	55
<b>TOTAL AUXILIARY HOURS</b>	<b>34</b>	<b>55</b>

  

<b>EVIDENCE/PROPERTY ROOM</b>	<b>September-18</b>	<b>September-19</b>
New Items into Property Room	177	184
Disposal Orders Processed	73	106
Items Disposed Of	5	20
DVD/VHS Copy Requests	45	46
Items Sent to Crime Lab for Processing	10	11
Pounds of Prescription Meds Collected from Drop Box Program	13	14

  

<b>INVESTIGATIONS/COPS ACTIVITIES</b>	<b>September-18</b>	<b>September-19</b>
Total Cases Assigned (Patrol/Invest)	32	24
Total Cases Closed (Patrol/Invest)	23	34
Total Current Open Cases (Patrol/Invest)	157	130
Community Policing Meetings/Presentations	28	36

  

<b>Sex Offender / Violent Offenders Against Youth Registrations</b>	<b>September-18</b>	<b>September-19</b>
Sex Offender Registrations	9	15
Sex Offender - Address Verifications Completed	6	4
Sex Offender - Address Verification Attempted	9	7
<b>Total # of Sex Offenders- Jurisdiction/Entire County</b>	<b>32/65</b>	<b>29/76</b>
Violent Offenders Against Youth Registrations	6	1
VOAY - Address Verification Completed	-	-
VOAY - Address Verification Attempted	1	-
<b>Total # of VOAY- Jurisdiction/Entire County</b>	<b>43,206</b>	<b>3/19</b>

## ***RECORDS DIVISION***

<b>SHERIFF SALES</b>	<b>September-18</b>	<b>September-19</b>
Sales Scheduled	35	32
Sales Cancelled	14	20
Sales Conducted	21	12
<b>CIVIL PAPERWORK</b>	<b>September-18</b>	<b>September-19</b>
Papers Filed/Received	166	174
Papers Served/Executed	110	136
<b>REPLEVINS/LEVY</b>	<b>September-18</b>	<b>September-19</b>
Replevin/Levy Scheduled	-	0
Replevin/Levy Conducted	-	0
<b>SUBPOENA/FOIA REQUESTS</b>	<b>September-18</b>	<b>September-19</b>
Accident Reports	18	28
Background Checks	21	18
Incidents	55	52
Subpoenas	4	6
<b>TOTAL REQUESTS</b>	<b>98</b>	<b>104</b>
<b>WARRANTS</b>	<b>September-18</b>	<b>September-19</b>
Total Warrants on File	1,415	1,407
New Warrants Issued	134	100
Total Warrants Served	117	81
Warrants Quashed	22	27
<b>EVICCTIONS</b>	<b>September-18</b>	<b>September-19</b>
Evictions Scheduled for Month	18	15
Evictions Cancelled	8	6
Evictions Conducted	10	9
<b>FEES</b>	<b>September-18</b>	<b>September-19</b>
Civil Process Fees	\$4,933	\$3,734
Sheriff Sales Fees	\$8,400	\$6,600
Records Fees/Fingerprinting	\$153	\$145
Bond Processing Fees	\$1,317	\$791
<b>TOTAL FEES COLLECTED</b>	<b>\$14,802</b>	<b>\$11,269</b>

## ***CORRECTIONS DIVISION***

<b>JAIL POPULATION</b>	<b>September-18</b>	<b>September-19</b>
New Intake Bookings	244	191
Inmates Released	224	198
Federal Inmate ADP	75	92
Kendall County Inmate ADP	63	62
Other Jurisdictions Inmate ADP	7	4
Average Daily Population	130	159
<b>JAIL MEALS</b>	<b>September-18</b>	<b>September-19</b>
Number of Meals Prepared Consolidated Food	10,986	13,824
Price Per Meal	\$1.31	\$1.27

<b>INMATE TRANSPORTS</b>	<b>September-18</b>	<b>September-19</b>
To and From Kendall County Courthouse	119	72
Other County Court Transports	4	5
Out of County Prisoner Pickups	32	8
To I.D.O.C	3	2
Medical/Dental Transports	15	2
Court ordered medical transports	3	2
Juvenile To and From Youth Homes/Courts	12	16
Federal Transports	92	24
<b>TOTAL INMATE TRANSPORTS</b>	<b>280</b>	<b>131</b>

<b>INMATE WORK CREWS</b>	<b>September-18</b>	<b>September-19</b>
Number of Inmates	12	11
Number of Locations	5	2
<b>TOTAL HOURS WORKED</b>	<b>90</b>	<b>13</b>

<b>REVENUE</b>	<b>September-18</b>	<b>September-19</b>
Amount Invoiced for Inmates Housed for Other Juris.	\$11,820	\$7,560
Amount Invoiced for Federal Housing	\$110,325	\$206,400
Amount Invoiced for Federal Court Transport	\$13,857	\$17,119
Amount Invoiced for Federal Medical Transport	\$468	\$340
<b>TOTAL INVOICED</b>	<b>\$136,470</b>	<b>\$231,419</b>

<b>MEDICAL BILLING</b>	<b>September-18</b>	<b>September-19</b>
Medical Contractual Services	\$15,006	\$15,789
Prescriptions	\$1,921	\$2,151
Medical	\$1,369	\$29
Dental	\$2,171	\$0
Emergency Medical Services	\$0	\$0
Medical Supplies	\$143	\$313
<b>TOTAL MEDICAL BILLING</b>	<b>\$20,609</b>	<b>\$18,283</b>

<b>Outstanding FTA Fees</b>	<b>September-18</b>	<b>September-19</b>
FTA Fees- Outstanding	\$225	\$75

<b>COURT SECURITY</b>	<b>September-18</b>	<b>September-19</b>
Entries	12,609	12,440
Items X-rayed	4,302	4,170
Bond Call - Video/In Person	61	42 / 16
Kendall Prisoners	93	73
Other Prisoners	41	25
Arrests made at Courthouse	23	19
Contraband Refused	64	65

## ***KCSO TRAINING***

<b>CORRECTIONS DIVISION</b>	<b>September-18</b>	<b>September-19</b>
<b>NATURE OF TRAINING</b>		
2019 Tactical Shoot		95
2019 Mandatory Firearms Qualifications		6
Defensive Tactics		95
Northern Illinois Regional Jail Intel Group Training Seminar		8
HIPPA Training Advanced Correctional Healthcare		2
Gang Enforcement Skills Program 40 Hour Course		40
Responding to Hostage Situations NEMRT		16

Web Based Training		34
CERT Training		20
<b>TOTAL HOURS</b>	<b>360</b>	<b>315</b>

<b>OPERATIONS DIVISION</b>	<b>September-18</b>	<b>September-19</b>
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<b>NATURE OF TRAINING</b>		
Tactical Athlete Health & Professional Institute HR Seminar		33
2019 Tactical Shoot		198
Certified Child Passenger Safety Technician Course		32
Illinois TRIAD Conference		16
Crisis Intervention Team		80
60-Hour Domestic Violence and Sexual Assault Certification		60
Web based training		56
Cook County Regional Organized Crime Task Force Annual		16
Suburban Law Enforcement Academy		160
SRT Training		48
<b>TOTAL HOURS</b>	<b>1,079</b>	<b>699</b>

<b>COURT SECURITY</b>	<b>September-18</b>	<b>September-19</b>
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<b>NATURE OF TRAINING</b>		
Court Security Training Seminar		24
Web Based Training		7
<b>TOTAL HOURS</b>	<b>8</b>	<b>31</b>

<b>CORRECTIONS/OPERATIONS COMBINED</b>	<b>September-18</b>	<b>September-19</b>
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<b>NATURE OF TRAINING</b>		
<b>TOTAL HOURS</b>	<b>56</b>	<b>0</b>

<b>RECORDS DIVISION</b>	<b>September-18</b>	<b>September-19</b>
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<b>NATURE OF TRAINING</b>		
Tactical Athlete Health & Professional Institute HR Seminar		1
ALICE Training		20
IMRF AA Certification		5
HIPPA Training Advanced Correctional Healthcare		1
The Adaptive Supervisor		8
<b>TOTAL HOURS</b>	<b>24</b>	<b>35</b>

<b>AUXILIARY</b>	<b>September-18</b>	<b>September-19</b>
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<b>NATURE OF TRAINING</b>		
Drone UAS Orientation		11
Camera System/Emergency Equipment Orientation		11
<b>TOTAL HOURS</b>	<b>27</b>	<b>22</b>



# Kendall County

*Office of the Sheriff*

Dwight A. Baird, Sheriff  
1102 Cornell Lane Yorkville Illinois 60560  
Phone: 630-553-7500 Fax: 630-553-1972  
[www.co.kendall.il.us/sheriff](http://www.co.kendall.il.us/sheriff)



**TO: LAW, JUSTICE, AND LEGISLATION COMMITTEE**  
**FROM: COMMANDER JASON LANGSTON**  
**SUBJECT: AGENDA ITEM: APPROVAL OF IGA BETWEEN KCSO AND KC CLERK**  
**DATE: OCTOBER 7, 2019**  
**CC: AS NEEDED**

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Greetings committee members,

In an effort to increase efficiency and accuracy of citations and associated documents, the Kendall County Sheriff's Office recently acquired a new software component in conjunction with Kencom and Tyler/New World to allow for eCitations and eCrash reporting. This software and the associated hardware purchase was approved as a 2019 capital purchase. The new software will utilize the mobile CAD system currently in place in our squad cars and will interface with the Circuit Clerk's systems and records. The advantage of this system's interface and interoperability with the Circuit Clerk is that it will reduce errors and increase accuracy of submissions from deputies through the system to court.

After discussion with Kendall County Circuit Clerk Robyn Ingemunson, it was determined that an Intergovernmental Agreement (IGA) would be entered into between the Kendall County Sheriff's Office and the Circuit Clerk to allow for billing of initial and recurring eCitation software expenses to the Circuit Clerk from the Kendall County Sheriff's Office.

The included IGA has been reviewed by the Kendall County State's Attorney's office and a positive recommendation provided. This IGA was reviewed and approved by both the Circuit Clerk, Robyn Ingemunson, and the Sheriff, Dwight Baird. The signed IGA is part of this packet and the IGA will also require the signature of the County Board Chairman for final approval.

Therefore; I respectfully ask for the approval of the attached Intergovernmental Agreement between the Kendall County Sheriff's Office and the Kendall County Circuit Clerks Office which has been reviewed and approved by the corresponding chief elected officials of each respective office and the IGA forwarded to the County Board with a recommendation for approval and signature.

Respectfully,

A handwritten signature in black ink, appearing to read "J. Langston".

**Commander Jason Langston**  
Kendall County Sheriff's Office



**COUNTY OF KENDALL AND  
KENDALL COUNTY CIRCUIT CLERK  
INTERGOVERNMENTAL AGREEMENT (2019)-Tyler/New World Licensing and Maintenance Fees**

**THIS INTERGOVERNMENTAL AGREEMENT** (hereinafter referred to as "Agreement") is hereby entered into by and between the Kendall County Circuit Clerk (hereinafter referred to as "the Circuit Clerk") and the County of Kendall, a unit of local government, of the State of Illinois, (hereinafter referred to as "Kendall County") on behalf of itself and on behalf of Dwight Baird, in his official capacity as the elected Sheriff of Kendall County, Illinois, (hereinafter referred to as "KCSO").

**WHEREAS**, the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, allows public agencies, as defined by the Act, to enter into intergovernmental agreements in order to share powers, privileges, or functions; and

**WHEREAS**, the Kendall County Emergency Phone Service and Communications Board (hereinafter referred to as "KenCom") previously acquired computer software and hardware from Tyler/New World, including, but not limited to, Computer Aided Dispatch (CAD), Mobile Messaging, Field Based Reporting, Fire Records Management, Law Enforcement Records Management, Corrections Management, Photo Imaging, Data Analysis/Crime Mapping/Management Reporting and BSRI Embedded Applications (hereinafter collectively referred to as "Tyler/New World software"); and

**WHEREAS**, KenCom and Kendall County previously entered into an agreement whereby Kendall County would reimburse KenCom for the KCSO's use of the Tyler/New World software; and

**WHEREAS**, KenCom has acquired additional software from Tyler/New World that processes eCitations (hereinafter referred to as "eCitation software"), which allows for traffic citations to be electronically filed with the Circuit Clerk; and mobile crash reporting software (hereinafter referred to as "eCrash software"); a description of the eCitation software and mobile crash reporting software is attached to this Agreement as Exhibit A; and

**WHEREAS**, the Circuit Clerk is the custodian, *ex officio*, of the Circuit Court Clerk Electronic Citation Fund. 705 ILCS 135/10-5(d)(9); and

**WHEREAS**, the Circuit Court Clerk Electronic Citation Fund "shall be used to perform the duties required by the office for establishing and maintaining electronic citations." 705 ILCS 135/10-5(d)(9); and

**WHEREAS**, reimbursing Kendall County for a portion of the expense related to the eCitation software will serve to establish and maintain electronic citations; and

**WHEREAS**, the Circuit Clerk and Kendall County agree to the following arrangement for the reimbursement of expenses related to the eCitation software.

**COUNTY OF KENDALL AND  
KENDALL COUNTY CIRCUIT CLERK  
INTERGOVERNMENTAL AGREEMENT (2019)-Tyler/New World Licensing and Maintenance Fees**

**NOW THEREFORE**, in consideration of the premises and mutual covenants hereafter set forth, the parties agree as follows:

- 1) The above recitals are incorporated herein by reference.
- 2) The Circuit Clerk agrees to reimburse Kendall County for initial one-time buy-in costs for Tyler/New World products listed in Table #1. The costs will be invoiced by KenCom to the KCSO upon receipt. After the Kendall County Board approves the payment to KenCom, the KCSO will notify the Circuit Clerk in writing of the approval. Within thirty (30) days of receiving such written notice, the Circuit Clerk will then notify the Kendall County Treasurer in writing to make the reimbursement payment to Kendall County.

**Table 1**

For Circuit Clerk		One time cost
<b>Brazos Services</b>	<b>quantity</b>	<b>Cost w/dlscout</b>
Project Management	1	\$1,000.00
Set up and configuration	1	\$10,000.00
Brazos Hosting Fee	1	\$0.00
eCitation Framework (for 20 units)	1	\$15,300.00
Interface with Jano	1	\$2,925.00
<b>Total</b>		<b>\$29,225.00</b>

- 3) The Circuit Clerk agrees to reimburse Kendall County for on-going annual maintenance costs for software licensing for Tyler/New World products and Third Party Software listed in Table #1 above according to an estimated maintenance fee schedule as set forth in the following Table #2:

Table 2	quantity	Annual maintenance cost
Brazos Hosting Fee	1	\$1,645.00
eCitation Framework (for 20 units)	1	\$3,570.00
Interface with Jano	1	\$683.00
<b>Total</b>		<b>\$5,898.00</b>

**KENDALL COUNTY SHERIFF'S OFFICE AND  
KENDALL COUNTY EMERGENCY PHONE SERVICE AND COMMUNICATIONS BOARD  
INTERGOVERNMENTAL AGREEMENT (2017) -Tyler/New World Licensing and Maintenance Fee**

The parties agree the calculated annual maintenance costs set forth in Table #2 are based on the number and type of software license fees listed in Table #1 above. The parties understand and agree the estimated maintenance fee schedule set forth in Table #2 is subject to change if KenCom purchases additional eCitation software for KCSO's use, provided the Circuit Clerk has agreed in writing to the additional software fees.

- 4) Annual maintenance costs will be billed annually by KenCom to the KCSO on April 1. After the Kendall County Board approves the payment to KenCom, the KCSO will notify the Circuit Clerk in writing of the approval. Within thirty (30) days of receiving such written notice, the Circuit Clerk will then notify the Kendall County Treasurer in writing to make the reimbursement payment to Kendall County.
- 5) This Agreement shall be in effect through June 30<sup>th</sup>, 2027 beginning on \_\_\_\_\_. Either the Circuit Clerk or Kendall County shall have a 30-day time period each year during which it may cancel the Agreement without penalty. The Agreement may be cancelled by either the Circuit Clerk or Kendall County by providing notice to the other party at any time in the 30 (thirty) days preceding March 1 each year.
- 6) The reimbursements from the Circuit Clerk to Kendall County set forth in paragraphs 2 through 4 above shall be paid solely from the Circuit Court Clerk Electronic Citation Fund. If, at any time, the balance of the Circuit Court Clerk Electronic Citation Fund is insufficient to make any payment required by this Agreement, the Circuit Clerk agrees to provide prompt written notice of said insufficiency to Kendall County. In the event of insufficiency of funds in the Circuit Court Clerk Electronic Citation Fund, either the Circuit Clerk or Kendall County has the right to terminate the Agreement upon providing thirty (30) days written notice to the other party. No additional payments, penalties and/or early termination charges shall be required upon termination of the Agreement.
- 7) The parties agree that any modification to this Agreement must be in writing and signed by authorized individuals on behalf of the undersigned parties.
- 8) This agreement shall not be assigned without the prior written consent of the parties. In any action with respect to this Agreement, the parties are free to pursue any legal remedies at law or in equity. All terms and provisions of this Agreement shall be governed by the laws of the State of Illinois and are subject to good faith and fair dealing implied in all Illinois contracts. The parties agree that the proper venue for this Agreement shall be the Circuit Court of the 23<sup>rd</sup> Circuit, Kendall County, Illinois. If any provision of this Agreement shall be declared or found invalid, illegal or unenforceable by a court of competent jurisdiction, such provision shall, to the extent possible, be modified by the court in such manner as to be valid, legal, and enforceable so as to most nearly retain the

**KENDALL COUNTY SHERIFF'S OFFICE AND  
KENDALL COUNTY EMERGENCY PHONE SERVICE AND COMMUNICATIONS BOARD  
INTERGOVERNMENTAL AGREEMENT (2017) -Tyler/New World Licensing and Maintenance Fees**

intent of the parties, and, if such modification is not possible, such provision shall be severed from the Agreement, and in either case the validity, legality and enforceability of the remaining provisions of this Agreement shall not in any way be affected or impaired thereby.

- 9) Any notice required or permitted to be given pursuant to this Agreement, with the exception of invoicing, shall be duly given if sent by email or fax and certified mail or courier service and proof of service is received. In the case of notice to the Circuit Clerk send to, 807 West John St., Yorkville, IL 60560, fax (630)553-4964, email ringemunson@co.kendall.il.us; and, in the case of notice to Kendall County send to Kendall County Sheriff's Office, Attention Sheriff, 1102 Cornell Lane, Yorkville, IL 60560, fax - (630)-553-1972, email sheriffoffice@co.kendall.il.us. Notice shall be effective upon receipt by the other party.
- 10) This Agreement supersedes any other prior oral agreements between the parties regarding the matters set forth in this Agreement.
- 11) Nothing contained in this Agreement, nor any act of the parties pursuant to this Agreement shall be deemed or constructed to create any joint employer relationship.
- 12) This Agreement may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and both of which shall constitute one and the same Agreement.

INTENTIONALLY BLANK

**KENDALL COUNTY SHERIFF'S OFFICE AND  
KENDALL COUNTY EMERGENCY PHONE SERVICE AND COMMUNICATIONS BOARD  
INTERGOVERNMENTAL AGREEMENT (2017) -Tyler/New World Licensing and Maintenance Fee**

**IN WITNESS WHEREOF**, the parties hereto have caused this Intergovernmental Agreement to be executed by their duly authorized officers on the below date.

**Kendall County Circuit Clerk**

**Kendall County Sheriff's Office, Illinois**

**Name: Robyn Ingemunson**

**Name: Dwight Baird**

**Title: Kendall County Circuit Clerk**

**Title: Kendall County Sheriff**

**Date:**

*9/6/19*

**Date:**

*9/6/19*

**Signature:**

*Robyn Ingemunson*

**Signature:**

*Dwight Baird*

**The County of Kendall, Illinois**

**Name:**

**Title:**

**Date:**

**Signature:**

## **Exhibit A**

**Brazos eCitation software is described herein as:**

**The Brazos eCitation solution is an end-to-end, electronic citation solution which provides tremendous flexibility, a high level of data security and integrity, and scalability for the future. Brazos provides the ticket Writers/printers (can be any portable device or fixed MDT) and peripheral devices for the officers (for electronic citations, accident reports, parking, signature capture, fingerprint capture, etc.); the back-end software for central review, reporting, and administrative functions; and court-specific features for standardizing all citation processing using a web-based server. Brazos is completely device-independent. The software may be run on handhelds, laptops/MDCs, cell phones, and more – any device with a Windows, Android, or IOS operating system can run the Brazos solution.**

**Brazos is a complete eCitation solution which includes a very robust backend capability that is not found with other solutions. Some examples of those capabilities are:**

- **Complete control over every drop-down in the applications from the website (i.e. locations, offenses, officers, etc.).**
- **Full administrative control over all users and devices to control which users can view or modify all data fields.**
- **Citation Detail Reports which look exactly like the violator copy and can optionally print with the photographs, fingerprints, signatures, video and/or audio notes.**
- **Complete control over the citation numbers including complete audit reports to account for all citation numbers.**
- **Web-based Citation Entry Screen for entry of any paper tickets. This will allow all reports to be complete as well as retaining all electronic interfaces for 'paper' tickets.**
- **Detailed statistical reporting for the officers such as count reports, location reports, selective traffic enforcement reports, racial profiling reports and many others.**
- **Complete history of each device including number of tickets, who was logged in, last sync dates, and any errors or activities performed on those devices.**
- **Detailed workflow for citations that can include approvals, rejections, and current status of each record with regards to each export.**
- **Interfaces to back-end systems (Court and Police Records) to automate and increase efficiencies within multiple departments.**

**The Brazos eCitation software and integration with existing Tyler software in place and use by both Kencom and KCSO will allow for a complete electronic transfer of data from the issuing deputy to the clerk's office seamlessly.**

**The Tyler mobile eCrash reporting solution will be an end-to-end crash documentation system that allows deputies to complete state crash report documents electronically. With eCrash, deputies realize the same benefits as from eCitation including improved accuracy, efficiency, and productivity. In addition, KCSO can define and control the fields, screens, layouts, security, and workflow.**

**Deputies use eCrash to store photos of the crash scene, print and share contact and insurance information, create a tow slip for damaged vehicles, and transfer data.**

**With drop-down boxes for required and pre-selected fields, eCrash ensures essential data is gathered correctly and completely the first time. That essential data is stored electronically in the Brazos system, the KCSO's records management system, and state reporting system. Reports can also be printed on the scene.**

**Once reports are collected, Brazos provides the complete workflow process for approvals, denials, submissions to the state, report modifications and superseding reports, redaction, and the reselling of reports online.**

- **Eliminate re-entry of data**
- **Share data with other systems automatically**
- **Collect the right data on the scene**
- **Reduce time spent on the roadside**
- **Increase officer safety**
- **Improve prosecution rates**

**Illinois Assoc. of County Board Members**

828 S. Second Street, Suite 101  
Springfield, IL 62704

**Invoice**

Date	Invoice #
10/15/2019	2987

<b>Bill To</b>
Kendall County Board c/o Scott Gryder, Chair Kendall County Office Building 111 W. Fox Street Yorkville, IL 60560

P.O. No.	Terms	Project
	Net 90	

Quantity	Description	Rate	Amount
1	Annual Membership Dues January 1, 2020 - December 31, 2020	850.00	850.00

Please remit to above address. Thank you.

**RECEIVED**  
OCT 17 2019  
BY: *um*

**Total** \$850.00