



Illinois Association of Problem-Solving Courts
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**Minutes for the November 2 and 3, 2017 Meeting of the Board of Directors
Illinois Association of Problem-Solving Courts**

The board members of the Illinois Association of Problem-Solving Courts met at Starved Rock Lodge for the Annual Retreat on November 2 and 3, 2017. The meeting was called to order by Jeff Ford, President of the Board, at noon. The following board members were in attendance:

Judge Jeff Ford
Michael Roman
Scott Block
Judge Darron Bowden
James Carpenter
Judge Janet Holmgren
Hugh Brady
Baron Heintz
Scott Slonom
Jason Sterwerf
Darrell Hite
Judge Mark Shaner
Mike Torchia
Anne Stevens

Michelle Rock, Executive Director, Illinois Center of Excellence for Behavioral Health and Justice was also in attendance.

Thursday, November 2, 2017

I. Welcome, Introductions and Lunch

All those in attendance introduced themselves and discussed how they are involved with problem-solving courts. A discussion was had regarding the Illinois Association of Problem-Solving Courts, its mission and its history.

A motion was made by Mike Torchia to approve the minutes from the August 31, 2017 meeting. The motion was seconded by Janet Holmgren. The motion carried by unanimous vote.

II. Administrative Office of the Illinois Courts (AOIC) Updates

Jeff Ford stated that he talked with Kelly Gallivan-Illaraza, State Problem-Solving Coordinator. He shared the discussions that he had with her regarding the certification process and issues with the certification. A discussion was also had regarding the process for recertification which will occur three years from the date of certification. A reminder was given that all certification paperwork must be in to the AOIC by January 1, 2018. It was also discussed as to whether or not ILAPSC should take a position with Adult Redeploy Illinois (ARI) to apply to misdemeanor violent offenders.

Jeff Ford stressed that there needs to be coordination between ILAPSC and AOIC to work in a collaborative approach and assist each other.

A discussion was also had regarding what the penalty is if a court does not get certified or file their application for certification for which information was given that the following penalties were possible: the problem-solving court would be required to shut down, the problem-solving court would not be able to get ARI funding, judicial sanctions such as censure, and probation sanctions such as reduced funding.

A discussion was also had that ILAPSC needs to push for state funding for problem-solving courts. AOIC also needs to apply for state SAMHSA funds to fund problem-solving courts.

III. Conference

Michelle Rock gave a summary of the conference including the statistics of the attendees and comments from the evaluations. The Illinois Center of Excellence for Behavioral Health and Justice (COE) gave recommendations for the 2018 conference and asked for input from the board regarding structure, location and presenters.

Registered Attendees	588
Attendees Signed-In	571
Counties Represented	77
Conference Income	\$114,995
Conference Expenses	\$76,937.79
Net Conference Income	\$38,937.79

IV. Illinois Center of Excellence Proposal

Michelle Rock presented a proposal to the ILAPSC Board on behalf of the COE to provide more services to ILAPSC including conference coordination, administrative functions, and information technology services. Details of the proposal were discussed. Terms of the agreement would run from November 1, 2017 through October 31, 2018; ILAPSC in consideration for these services

would pay the COE \$20,000, to be paid quarterly; and ILAPSC would also be financially responsible for additional website costs.

Michelle Rock submitted her oral resignation effective October 31, 2017, to the board of directors to ensure that there were no conflicts. The oral resignation will be followed up with a formal letter of resignation.

Michelle Rock excused herself and left the room for the board to discuss the proposal. While out of the room a motion was made to enter into a contract with the COE for the discussed terms. The vote was 13 yes and 1 abstention by Janet Holmgren. The COE and ILAPSC will develop a contract to solidify the terms of the agreement. Michelle Rock will draft an agreement and send to Jeff Ford.

The meeting was adjourned at 5:00 p.m. on November 2, 2017.

Friday, November 3, 2017

The meeting was called to order by Jeff Ford at 8:50 a.m.

I. Breakfast

II. Secretary's Report

The minutes from the last meeting were approved on November 2, 2017. A list of board members was circulated to board members to update contract information.

Changes to the bylaws were discussed. A suggestion was made to change Article I (1) to include the principal office for ILAPSC to be 1601 Parkview Avenue, Rockford, IL 61107, which is the address that is currently being used. It was also suggested that Article III Board of Directors (1) be changed to follow 805 ILCS 105/108.10(b) which requires a minimum and maximum number of directors. A motion was made by Hugh Brady and seconded by Mike Torchia. The motion passed by unanimous vote.

III. Treasurer's Report

The treasurer's report that was provided by Michael Roman. As of November 1, 2017, ILAPSC had revenues of \$111,109.14, expenses of \$74,715.51 and net gain of \$36,393.63.

It was reported that a status hearing at the Illinois Department of Revenue was held on September 11, 2017 at 10am. regarding the tax exemption status for ILAPSC. We are currently waiting to hear their decision.

A discussion was had regarding the ILAPSC financial controls. A committee was formed to review documents which includes Jeff Ford, Hugh Brady, Mike Torchia and Michelle Rock. Scott Block is a backup for the committee. Michael Roman will provide materials for review by the end of November and the committee will review the documents and report to the Board President by the

end of December. Next year, all documents will be reviewed physically at a meeting prior to the retreat.

Currently the Benning Group prepares the tax documents for ILAPSC.

General liability insurance and officers liability insurance was also discussed. The current policy is terminating at the end of the year. Jeff Ford will talk with the insurance provider to ensure that ILAPSC has the necessary insurance. Inquire was also made as to whether the insurance covers volunteers and contractors.

IV. Committee Reports

Conference Committee

The conference report was given on November 2, 2017. See prior report on page 2 of these minutes. A question was asked about whether 80% of the attendees completed the NDCI survey from the conference. NDCI stated we met our responsibility. Additionally, the cost of the conference was discussed and it was decided to keep the conference the same price as last year.

Technology Committee

Jeff Ford provided the report for Craig Cooper. There have been difficulties with Sue Adams completing her work for ILAPSC.

Discussion was had regarding what the board wants on the website. Items for inclusion are: current ILAPSC information, cell phone friendly, quarterly president's letter, website policy and inclusion criteria, how to get information, and financial hardship policy.

Government Committee

Hugh Brady provided the government committee report which included a summary of the Mental Health Summit which will occur after this retreat. He will send out the legislative summary from the summit to board members.

The McKinney Vento Law, HB 261, was also discussed. This bill provides a continuum of care which requires school districts to pay for transportation for homeless children to school. The bill also provides that the school district can provide housing instead of transportation if that option is cheaper.

Updates were given regarding the Association of Community Mental Health Authorities of Illinois; HB 3905, which would replace violent offender with offender for the Adult Redeploy Illinois programs and funding; PA099-0807 which mandates a veterans court in each judicial circuit; and PA100-0426 which removes the prosecutor veto from the veterans court statute. Michelle Rock will send out a link to this public act.

Public Awareness Committee

Michelle Rock provided a report for Alicia Osborne. The public awareness committee did not do a fundraiser this year for ILAPSC. Some sort of activity or “friendraiser” was discussed including selling something at the conference next year. The committee will also look into whether we should get new t-shirts or new items such as mugs or baseball caps to sell at the conference next year.

A media contact list needs to be developed for ILAPSC. Each board member will be asked to collect their local media or provide a local media contact list and send it to Alicia Osborne. Michelle Rock will send out a reminder to all board members to send this information to Alicia Osborne.

Executive Committee

Jeff Ford provided the executive committee report. The expectations remain the same as last year with a few changes that include: ensure compliance with financial policies regarding management and audit, monitor contracts and performance, and develop a reserve fund policy.

Nominating Committee

Janet Holmgren provided the nominating committee report. A goal of the committee remains to have a diverse group of board members as to discipline and geography. This next year ILAPSC needs to look for a Veterans Justice Outreach worker or someone involved with veterans courts. It was also suggested that we add a board member from law enforcement. Michelle Rock will gather information about who attended this year’s conference from those two disciplines and forward to the nominating committee. Board members are also asked to make recommendations for new members to the nominating committee. All nominations should be sent to the COE.

The awards for ILAPSC were also discussed. The language for the awards was reviewed and no additions were made. The award criteria, past winners and a nomination form will be placed on the website. Nominations will be open all year and close July 31st of each year. Scott Block will send an example of an award nomination form to Michelle Rock. All nominations should be sent to the COE.

V. Election of Officers

All current officers were nominated to the same position for next year. There were no new nominations by the board. A motion to close the nominations and approve the officers was made by Mark Shaner and seconded by Scott Slonim. The motion carried by a unanimous vote.

VI. Strategic Planning

Jeff Ford and Michelle Rock led the group in a discussion about the expectations of each committee for next year. This information will be summarized in a Committee Expectation report and send to board members.

Jeff Ford will contact those board members that were not in attendance at the retreat to see which committee(s) they want to be on.

VII. 2018 Meeting Dates

ILAPSC Board meetings for 2018 are as follows:

Tuesday, January 23, 2018 at noon by phone
Tuesday, April 24, 2018 at noon in Urbana and by phone
July 26, 2018 on the boat
Tuesday, August 28, 2018 at noon by phone
October 18, 2018 at the conference – Annual Conference

VIII. Old Business

No old business was addressed.

IX. New Business

No new business was addressed.

X. Meeting Adjourned

Scott Slonim moved for the adjournment of the meeting. Mike Torchia seconded the motion. The motion passed by unanimous vote and the meeting was adjourned at 12:04 p.m.

Respectfully Submitted,

Michelle Rock, Executive Director
Illinois Center of Excellence for Behavioral Health and Justice