



Illinois Association of Problem-Solving Courts
1643 N. Alpine Road
Suite 104
Rockford, Illinois 61107
Phone: (779) 601-0221
www.ilapsc.org

**Illinois Association of Problem-Solving Courts
Minutes for the January 24, 2019
Meeting of the Board of Directors**

The board members of the Illinois Association of Problem-Solving Courts met via telephone conference on January 24, 2019. The meeting was called to order by Judge Janet Holmgren, President of the Board, at 12:00 PM. The following board members were in attendance via telephone conference:

Name	Present	Absent
Judge Janet Holmgren, President	X	
Judge Ericka Sanders, Vice President	X	
Michael Roman, Treasurer	X	
Darrell Hite, Secretary		X
Judge Carmen Aguilar	X	
Hugh Brady		X
James Carpenter	X	
Judge Jeff Ford	X	
Anthony Foster	X	
Baron Heintz		X
Bernadine Howard	X	
James Lane	X	
Michelle O'Brien	X	
Alicia Osborne	X	
Lori Roper	X	
Judge Stephen Sawyer	X	
Judge Mark Shaner	X	
Jason Sterwerf	X	
Anne Stevens	X	
Chantelle Thomas	X	
Robert Zalud		X
Ed Zapala	X	

Also in attendance: Matthew Kindler

1. Minutes from ILAPSC Retreat 11/9-10/18

Judge Mark Shaner motioned to approve minutes, Anne Stevens seconded the motion, and the motion passed by voice vote.

2. Secretary's Report

Darrell Hite was unable to attend this meeting and had no report to file.

3. Treasurer's Report

Michael Roman presented the Treasurer's Report. The end of year balance for FY18 was \$113,039.67, with total deposits of \$118,273.64, and total expenditures of \$87,809.22, for a net income of \$30,464.42. FY19 had a beginning balance of \$113,039.67. Total deposits since the beginning of the fiscal year of \$500 for conference exhibitor, total expenditures of \$195, which was a refund to Vermillion County from the 2017 conference. There was also a \$35 check cancellation fee toward the first check for Vermillion County for the 2017 conference.

Michael submitted to the Executive Committee a letter from the Benning Group for an external audit. The Board has 3 options for an audit from the Benning Group – a "Regular Audit," which costs between \$7,000 and \$10,000; a "Review of Some Sort," which costs between \$4,000-\$7,000; and an "Agreed Upon Procedures," which costs between \$1,500-\$4,000. Michael's e-mail will be reviewed among the Executive Committee and an agenda item will be added to the April meeting.

Michael removed Craig Cooper, former ILAPSC Vice President, as a signer for the ILAPSC checking account. Michael is currently the only signer for the ILAPSC account. US Bank has changed its policy for multiple signers requiring the President, Secretary, and Treasurer to meet in Rockford to sign on the account. Michael explained the difficulty that would cause, but the bank wouldn't change its decision for ILAPSC. Michael has updated the business address for ILAPSC with the bank.

Michael stated that Judge Jeff Ford submitted the Amended Financial Audit procedure, which was sent to the whole Board by Matt Kindler. Judge Jeff Ford discussed the amended internal audit report that he reviewed. It appears that the ILAPSC Board has as many financial checks in place as it can. Michael Roman moved to approve the amended internal audit report, Michelle O'Brien seconded the motion, and the motion passed by voice vote.

4. Committee Reports

a. Executive Committee

Judge Janet Holmgren reported that most of what the Executive Committee has been doing is working with Matt Kindler and Mary Lee regarding conference preparation.

b. Conference Committee

Matt Kindler reported what he and Mary Lee have been working on in terms of conference preparation. The Marriott and all overflow hotels have been secured for the 2019 conference. The exhibitor and sponsor registration is open, and there is already one exhibitor registered. Matt Kindler explained the different sponsorship levels this year compared to last year. Matt

Kindler and Mary Lee have secured Amy Miles to present at one of the general sessions this year and they have a phone call set up with Vanessa Price from NADCP to discuss presenter options from their agency for this year's conference. Matt Kindler discussed the need to find sponsors for MCLE's and CEU's for this year's conference. Matt Kindler also brought up the new t-shirt design, which was discussed at the retreat. Alicia Osborne discussed that she will be working on that with her committee.

Judge Janet Holmgren reported that the Supreme Court Committee met to discuss the next Judicial EdCon. There will be 4 or 5 sections that are specific to behavioral health or problem-solving courts. The training will only be available to judges and probation, not the whole problem-solving court team. The ILAPSC conference committee needs to keep that in mind and try not to duplicate sessions that may be held during that training.

Alicia Osborne discussed that she spoke with Mary Ann Dyer from ARI. Mary Ann is planning a conference in June targeting the 1st, 2nd, 3rd, 4th, and 20th circuits for attendees. Alicia Osborne recommended that ILAPSC coordinate with Mary Ann regarding sessions so that the trainings don't overlap with topics. Members from the ILAPSC Board will attend a conference call with Mary Ann to discuss the two conferences.

c. Technology Committee

Matt Kindler discussed updates to the website. He asked for Board input regarding the discussion board feature on the website. The Board will look at the website and submit comments to Matt Kindler.

d. Public Awareness Committee/Fundraising

Alicia Osborne discussed her committee activities. Due to unplanned surgery, there has not been a lot of communication within the public awareness committee. She will reach out to the committee when she returns to work.

e. Nominating Committee

There were no updates provided from the nominating committee.

f. Government Committee

There was no report from the government committee.

5. Old Business

Matt Kindler and Mary Lee's contracts are being finalized and signed.

6. New Business

No new business

7. Next Meetings

- i. April 18, 2019 at noon via phone conference
- ii. August 29, 2019 at noon via phone conference

- iii. October 3, 2019 at the conference
- iv. November 7-8, 2019 ILAPSC retreat

8. **Adjourn**

Meeting was adjourned at 12:52pm.

Respectfully Submitted,

Matthew Kindler