



Illinois Association of Problem-Solving Courts  
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**Illinois Association of Problem-Solving Courts**  
**Minutes for the January 28, 2020**  
**Meeting of the Board of Directors**

The board members of the Illinois Association of Problem-Solving Courts met via phone conference on January 28, 2020. The meeting was called to order by the Darrell Hite, Secretary of the Board at 12:07pm. The following board members were in attendance:

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

Also in attendance: Matthew Kindler, Mary Gubbe Lee, Dan Hunt from Administrative Office of the Illinois Courts

**1. AOIC Update about the Illinois Judicial Branch’s Strategic Agenda**

Dan Hunt from the Administrative Office of the Illinois Courts (AOIC) presented information regarding the Illinois Judicial Branch’s Strategic Agenda. He reviewed the statute surrounding the judicial conference. For the first time non-judicial members were allowed to be a part of the judicial conference. Members of the AOIC are reaching out to strategic partners with an update. Goal 2 number 6 of the strategic agenda is to encourage and expand the use of non-adversarial problem-solving methods in criminal and civil cases. Problem-solving courts are at the top of the list of priorities for the judicial conference.

Judge Holmgren questioned the process toward identifying a vendor to report data from problem-solving courts. Mr. Hunt reported that data has been an important part of the conversations, but he does not have specific information. He will bring the question back to the AOIC for further information.

**2. Minutes from 11/7-8/19 ILAPSC Board Retreat**

Lori Roper motioned to approve the minutes as submitted. Chantelle Leachman seconded the motion. The motion passed by unanimous voice vote.

**3. Secretary’s Report**

Darrell Hite reported that there was no Secretary report for this meeting.

**4. Treasurer’s Report**

Michael Roman was unable to participate in this meeting. He sent his report to the board members ahead of the meeting.

Matt Kindler reported that we have received payment for all but four attendees at the conference.

Rosecrance has not followed up with request for refund after Matt Kindler sent his response to their initial request.

**5. Committee Reports**

**a. Executive Committee**

Matt Kindler presented his research and findings regarding transitioning conference registration from Eventbrite to a new, less expensive service. The Executive Committee approved Matt Kindler proceeding with the purchase and use of Ninja Forms, which will be used on the current ILAPSC website. This will allow full control over conference registration, will save money, and will keep conference registration on the ILAPSC website without redirecting to an external website. Additionally, Matt Kindler was approved to use online credit card processing services Stripe and has acquired a credit card reader from PayPal to use for credit card payments at the door and/or t-shirt purchases at the conference.

Judge Holmgren reported that there was no other Executive Committee report.

## **b. Conference Committee**

### **i. Coordinator Trainee Job Posting**

Judge Holmgren suggested that posting the job notice on our website is her preference. Judge Aguilar agreed that is a good idea, as did Baron Heintz. Hugh Brady noted that NAMI has gotten a lot of junk applications for NAMI Executive position that was posted. Mr. Heintz suggested a resume and cover letter is enough to determine appropriate candidates for possible interview. Darrell Hite suggested allowing a 30-day application time. Matt Kindler and Mary Lee will interview then refer to the Executive Committee for second interviews and the final hiring decision.

### **ii. Conference Registration Form Recommendation**

This was discussed during the Executive Committee report.

### **iii. Conference Budget**

The Conference Committee has been meeting regularly and will meet in two weeks. All general sessions have been scheduled. The conference will feature six breakout sessions this year instead of five. All hotel contracts have been negotiated and signed. A rough budget has been put together, but Mary Lee is still negotiating with speakers to get the budget closer to reality. An amended contract has been signed with the Marriott to increase food & beverage due to extended time of the conference.

### **iv. Scholarships**

ILAPSC needs to have scholarships available to qualify for MCLE credits for the conference. A discussion was held regarding if there is any specific wording required or posting requirements for scholarships. Judge Holmgren suggested looking at the MCLE board website for specifics. She suggested that we need to have something posted to the website offering scholarships. Mary Lee found the language on the MCLE board website to email specific requests and they will be reviewed on an individual basis. Alicia Osborne suggested needing a specific cut off time for requests. Judge Holmgren suggested having requests submitted by July 15, 2020 so the Board can consider requests by July 28, 2020. Michelle O'Brien questioned if there will be an announcement in June that hardship scholarships will be available. Judge Holmgren thought that it should be included in the email announcing registration opening. There was also discussion about potentially being flooded with hardship requests if everyone knows about it.

Darrell Hite questioned how many hardship requests we have received in the past. Michelle O'Brien reported that the conference receives about 1-2 hardship requests per year. Mr. Hite suggested having a cap on hardship requests available. Mrs. O'Brien also suggested having a requirement that the person requesting hardship must show a connection to problem-solving courts. We could have different categories of hardship request such as all costs, travel assistance, conference registration.

Judge Holmgren motioned to offer hardship scholarships limited to conference registration fees. Anyone applying for hardship has to identify their relationship to a problem-solving court as well as their hardship needs. Hugh Brady seconded the motion. There was no discussion. The motion passed by unanimous voice vote.

Darrell Hite motioned that a hardship notification be included in registration announcement. Judge Holmgren seconded the motion. There was no discussion. The motion passed by unanimous voice vote.

Lori Roper questioned if there is anything in place to keep the same person from applying every year. Judge Ford noted that the board can decide on a case by case basis if someone should receive the scholarship more than once.

**c. Technology Committee**

Jason Sterwerf was not able to attend the board meeting. There was no report submitted.

**d. Public Awareness Committee/Fundraising**

Alicia Osborne reported that her committee has been working for the past couple of weeks to craft a letter that will be sent from Judge Holmgren to problem-solving court coordinators seeking statistics from their problem-solving courts as well as client art or other work that can be highlighted at the conference.

Judge Holmgren noted that the problem-solving court coordinators are meeting regularly by phone now, so she is hopeful that we will get a much better response than last year's request.

**e. Nominating Committee**

Judge Ford reported that there is nothing going on with the nominating committee right now.

**f. Government Committee**

Hugh Brady reported there is a bill that is going to be introduced regarding the ineffective use of forensic beds at the state psychiatric hospital. There are no standards for evidence-based practices to justify a length of stay for someone who is found not guilty by reason of insanity.

**6. Old Business**

No old business was discussed.

**7. New Business**

Judge Ford announced that he is going to be retiring in March. He will remain on the ILAPSC board and the Illinois Supreme Court Advisory Committee. The board congratulates Judge Ford on his retirement and years of service to problem-solving courts.

**8. Next Meetings**

- a. April 28, 2020 at noon via phone conference

- b. July 28, 2020 at noon via phone conference
- c. September 8, 2020 at noon via phone conference
- d. October 15, 2020 at the conference
- e. November 19-20 ILAPSC retreat

9. **Adjourn**

Judge Ford motioned to adjourn the meeting. Judge Holmgren seconded the motion. The motion passed by unanimous vote. The meeting was adjourned at 12:57pm.

Respectfully Submitted,

Matthew Kindler