



Illinois Association of Problem-Solving Courts
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**Illinois Association of Problem-Solving Courts
Minutes for the Board Meeting
April 19, 2021**

The board members of the Illinois Association of Problem-Solving Courts met via Zoom teleconference on April 19, 2021. The meeting was called to order by Judge Janet Holmgren at 12:08pm. 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
Juanita Archuleta	X	
Hugh Brady	X	
Matthew Brodersen		X
Sgt. Christopher Darr	X	
Judge Jeff Ford	X	
Anthony Foster	X	
Wayne Gilliland	X	
Baron Heintz	X	
James Lane	X	
Chantelle Leachman		X
Bernadine McFarland	X	
Michelle O'Brien	X	
Alicia Osborne	X	
Lori Roper		X
Jason Sterwerf		X
Anne Stevens	X	
Brian Straub		X

Also in attendance: Matthew Kindler, and Mary Gubbe Lee

I. Minutes from ILAPSC Board Meeting 3/29/2021

- a. Matt Kindler circulated the meeting minutes prior to this meeting. Darrell Hite moved to approve the minutes as written. Hugh Brady seconded the motion. The motion passed by unanimous voice vote.

II. Conference Committee Report

a. 2021 Conference Update

- i. Mary Lee reported that all speakers and topics are lined up and agreements are signed. She is working on getting bios, headshots, and summaries that are due by May 1.
- ii. Mary Lee reported that we have two Bronze Sponsors, three Exhibitors, one Advertiser, two non-for-profit exhibitors who are comped, and one Siler Sponsor. Alkermes has opted to be a Bronze Sponsor this year. We will continue to send reminders to potential exhibitors and sponsors to seek more participation.
- iii. Judge Holmgren asked if Alkermes gave any reason for their reduction in support level from previous years. Ms. Lee reported that the whole process is done online with no direct connection with any person during the approval process. Ms. Lee will reach out to Alkermes to see if there is anything we can do to regain their previous higher level support for next year.
- iv. Mary Lee reports that we are still in need of a Veterans Court and a Mental Health Court graduate. Juanita Archuleta reported that she may have someone who would be a good participant as a Veterans representative. She will forward the name on to Ms. Lee. Judge Holmgren will forward a Mental Health Court graduate to Ms. Lee.
- v. Discussion was held regarding the relationship with CommPartners and the next steps to get the virtual conference up and running.

b. Conference Coordinator Trainee

- i. Copies of the last job description for the Conference Coordinator Trainee position as well as current contracts for Matt Kindler and Mary Lee were forwarded to the Board prior to this meeting for their review.
- ii. Judge Ford questioned what we needed to do about compensation. He suggested that something along the line of “trainee will be an independent contractor and compensated commensurate to job duties as assigned as well as prior education and experience” in the job description. Darrell Hite suggested a range of salary along with the post. Discussion

was held about the need to set a maximum salary for the Executive Committee to approve without further Board approval.

- iii. Judge Holmgren noted that the trainee is going to be working virtually this year and not receive a lot of training for an in-person event.
- iv. Judge Ford noted that under Job Responsibilities, he thought we might want to add something along the lines of “perform other duties as assigned by the conference committee for the benefit of ILAPSC.”
- v. The language will be added to the job description and forwarded to the Board for final approval before being posted.
- vi. Discussion was held regarding approval of a salary range. Michelle O’Brien moved to give the executive committee authority to enter into a contract with a new employee for the time of hire through the end of October for an amount not to exceed \$10,000. Judge Holmgren seconded the motion. The motion passed by unanimous voice vote.
- vii. Mary Lee mentioned that Baron Heintz was going to be working on where to post this position. Mr. Heintz noted that he will email that to Ms. Lee, Matt Kindler, and the Executive Committee. Michelle O’Brien also noted sending it to the State Problem-Solving Court Coordinator to send out to his list.

III. Old Business

- a. Hugh Brady noted that he just received a legislative update from the Mental Health Summit and he will send that out to the Board.

IV. New Business

- a. Michelle O’Brien noted that Sgt. Darr sent an email to the Board about if he should still be a part of the Board. Sgt. Darr asked that the Board read the email and reach out to him to discuss options for continuing on the Board. Judge Holmgren will review the email and call Sgt. Darr.
- b. Anne Stevens reported that as of May 3, she will be resume the role as the Assistant State’s Attorney in the Winnebago County Problem-Solving Courts. She is excited to be back in her previous position.

V. Next Meetings

- a. July 19th at Noon via Zoom
- b. September 20th at Noon via Zoom
- c. October 14th at the Conference
- d. November 18th & 19th at Starved Rock for the Board Retreat

VI. Adjourn

- a. Judge Holmgren motioned to adjourn the meeting. Hugh Brady seconded the. The motion was approved by unanimous voice vote. Meeting was adjourned at 1:18pm

Respectfully Submitted,

Matthew Kindler