

MINUTES

**Board of Governors' Meeting
December 11, 2019**

**The Westin Hotel
909 North Michigan Avenue
Chicago, Illinois 60611**

Chairman Hood called the meeting to order at 4:01 P.M.. at the Westin Hotel, 909 North Michigan Avenue, Chicago, Illinois 60611.

ROLL CALL

Board Members Present:

Justin Hood, Chairman
Ben Goetten, Vice-Chairman
Gray H. Noll, Acting Secretary
Andrew J. Doyle
Alan Spellberg (For Kimberly M. Foxx)
Michael G. Nerheim
Julia Rietz
Stewart J. Umholtz
Brandon Zanotti

Board Members Absent:

Joseph H. McMahon

Staff:

Patrick J. Delfino, Director
Matthew Jones, Associate Director
David J. Robinson, Chief Deputy Director
Megan Kelly, Administrative Assistant

Chairman Hood welcomed all Board Members and Agency personnel to the Board of Governors' Meeting. He then appointed Board Member Noll Acting Secretary and requested he call the roll. Chairman Hood noted the presence of a quorum.

Chairman Hood stated he would entertain a motion to approve the minutes of the previous Board Meeting of September 18, 2019.

Vice-Chairman Goetten made a motion to approve the minutes of the previous Board of Governors' Meeting of September 18, 2019, and Board Member Zanotti seconded the motion.

Chairman Hood asked for discussion. Hearing none, he called for a vote.

MOTION TO APPROVE THE MINUTES OF THE SEPTEMBER 18, 2019 BOARD OF GOVERNORS' MEETING MADE BY VICE-CHAIRMAN GOETTEN AND SECONDED BY BOARD MEMBER ZANOTTI. MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE.

Chairman's Remarks

Chairman Hood opened the meeting by thanking all Board Members for taking time from their busy schedules to attend the Board meeting. He noted that the Agency was on course and that we must prepare for legislative challenges.

Chairman Hood expressed his appreciation to Director Delfino and Agency personnel for continuing to provide outstanding service to Illinois State's Attorneys.

Chairman Hood concluded his remarks and requested that Director Delfino make his report.

Director's Report

Director Delfino gave a comprehensive overview on all Agency FY20 budgetary matters. He again expressed his appreciation of Chief Fiscal Officer Mundy for her budgeting accomplishments and expertise. He stated that Ms. Mundy was unable to make the Board meeting as she had to finish work on the FY21 budget request forms.

Director Delfino next reviewed all Agency activity reports and expressed his appreciation to the Deputy Directors for their administrative skills. He again stated that all specific information is listed in detail in the Board packet.

Director Delfino then requested that Associate Director Jones summarize the CLE Program activities.

Associate Director Jones reviewed past CLE programs and said that there would be 4 upcoming CLE programs in FY20.

Director Delfino thanked Associate Director Jones for his productive planning efforts.

Director Delfino next asked Chief Deputy Director Robinson to report on the status of our AFSCME Collective Bargaining Agreement negotiations.

Chief Deputy Director Robinson stated that negotiations were progressing in a positive manner. He said that the proposal included a multi-year contract and that we should have an agreement by the next Board meeting.

Director Delfino thanked Chief Deputy Director Robinson for his outstanding role in the negotiations.

Director Delfino continued his report and reviewed the Agency's Contractual and Personnel Update as specifically listed in the Board packet. Chairman Hood stated he would entertain a motion to approve the proposed Agency's Contractual and Personnel List as submitted.

Board Member Nerheim made the motion to approve the proposed Agency's Contractual and Personnel List as submitted, and Board Member Rietz seconded the motion.

Chairman Hood asked for a discussion. Hearing none, he called for a vote.

MOTION TO APPROVE THE PROPOSED AGENCY'S CONTRACTUAL AND PERSONNEL LIST AS SUBMITTED MADE BY BOARD MEMBER NERHEIM AND SECONDED BY BOARD MEMBER RIETZ. MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE.

Director Delfino stated this concluded his report, and Chairman Hood thanked him for his presentation.

Best Practices Committee Report

Chairman Hood stated that Board Member Umholtz has succeeded Board Member McMahon as Committee Chairman. Board Member Umholtz said that he expected to attend the next NDAA Conference and that there would then be a Best Practices meeting on the agenda. He stated he would make a full report at the next Board meeting.

Public Comments

Chairman Hood asked for any comments from the public. He recognized Mr. Norb Goetten who stated that he appreciated the work the Board and Agency were doing to improve the State of Illinois.

Chairman Hood thanked Mr. Goetten for his remarks.

Old Business

Chairman Hood next asked if there was any old business. The Board had no old business to discuss.

New Business - Appointment of Full-Time Board Secretary

Chairman Hood stated that the appointment of a full-time Board Secretary was now open for nominations and that he would entertain a motion for the position.

Board Member Umholtz made a motion to appoint Acting Secretary Noll as Board Secretary, and Board Member Nerheim seconded the motion.

Chairman Hood asked for a discussion. Hearing none, he called for a vote.

MOTION TO APPOINT ACTING BOARD SECRETARY NOLL AS BOARD SECRETARY MADE BY BOARD MEMBER UMHOLTZ AND SECONDED BY BOARD MEMBER NERHEIM. MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE.

Chairman Hood congratulated Secretary Noll on his appointment.

Chairman Hood then said he would entertain a motion to certify the appointment of Secretary Noll to the Secretary of State.

Board Member Doyle made a motion to certify the appointment of Secretary Noll to the Secretary of State, and Vice-Chairman Goetten seconded the motion.

MOTION TO CERTIFY THE APPOINTMENT OF SECRETARY NOLL TO THE SECRETARY OF STATE MADE BY BOARD MEMBER DOYLE AND SECONDED BY VICE-CHAIRMAN GOETTEN. MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE.

Adjournment

There being no further business, Chairman Hood said he would entertain a motion to adjourn the meeting.

Vice-Chairman Goetten made a motion to adjourn, and Board Member Doyle seconded the motion. Chairman Hood called for a vote.

MOTION TO ADJOURN THE DECEMBER 11, 2019 BOARD OF GOVERNORS' MEETING MADE BY VICE-CHAIRMAN GOETTEN AND SECONDED BY BOARD MEMBER DOYLE. MOTION CARRIED BY UNANIMOUS VOICE VOTE.

Meeting adjourned at 4:15 P.M.

RESPECTFULLY SUBMITTED for future approval by the Board of Governors.

MINUTES APPROVED by the Board of Governors, April 1, 2020.