

## MINUTES

**Board of Governors' Meeting  
December 7, 2016**

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

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Due to a vacancy in the Chairman's position, Vice-Chairman Justin Hood stated he would serve as Chairman and called the meeting to order at 4:22 P.M. at the Westin Hotel, 909 North Michigan Avenue, Chicago, Illinois 60611.

### **ROLL CALL**

#### **Board Members Present:**

Justin Hood, Vice-Chairman  
John C. Milhiser, Secretary  
Joseph P. Bruscato  
Tyler R. Edmonds  
Kim Foss  
Ben Goetten  
Brendan F. Kelly  
Joseph H. McMahon

#### **Board Members Absent:**

None

#### **Staff:**

Patrick J. Delfino, Director  
Matthew Jones, Associate Director  
David J. Robinson, Fourth/Fifth District Deputy Director  
Jack Knuppel, Labor Unit Administrator

Vice-Chairman Hood welcomed all Board Member and Agency personnel. He congratulated Board Member Foxx on her election as State's Attorney and on her new position on the Board. He then requested Secretary Milhiser to call the roll and noted the presence of a quorum.

Vice-Chairman Hood stated he would entertain a motion to approve the minutes of the previous Board Meeting of October 25, 2016.

Board Member Goetten made a motion to approve the minutes of the previous Board of Governors' Meeting of October 25, 2016, and Board Member Kelly seconded the motion.

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

**MOTION TO APPROVE THE MINUTES OF THE OCTOBER 25, 2016 BOARD OF GOVERNORS' MEETING MADE BY BOARD MEMBER GOETTEN AND SECONDED BY BOARD MEMBER KELLY. MOTION CARRIED BY A ROLL CALL VOTE OF 7-0 WITH BOARD MEMBER FOXX ABSTAINING.**

### Chairman's Remarks

Vice-Chairman Hood again thanked all Board Members and Agency personnel for attending the Board Meeting. He expressed his appreciation to Director Delfino and Agency personnel for continuing to provide outstanding service to Illinois State's Attorneys, particularly with the ongoing budgetary constraints.

He next requested that Director Delfino to make his report.

### Director's Report

Director Delfino gave a comprehensive overview on all Agency FY17 budgetary matters. He again expressed his appreciation to Chief Fiscal Officer Mundy for her budgeting accomplishments and expertise in dealing with budgetary uncertainties.

He next reviewed all Agency activity reports and grants and thanked the Deputy Directors for their administrative skills. He stated that it has only been a few weeks since our last Board Meeting and all new information was listed in detail in the Board packet.

He next reported that both federal grants were fully operational and that it was likely this would be the final year for both programs.

He also stated that there was no change on the status of the Second District Attorney's EEOC complaint and thanked the Attorney General's Office for providing assistance.

Director Delfino then reviewed the proposed Agency's Contractual and Personnel List.

Vice-Chairman Hood stated he would entertain a motion to approve the proposed Agency's Contractual and Personnel list as submitted.

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

Vice-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 KELLY AND SECONDED BY BOARD MEMBER BRUSCATO. MOTION CARRIED BY A ROLL CALL VOTE OF SEVEN (7) "YES" VOTES WITH BOARD MEMBER FOXX ABSTAINING.**

Director Delfino next reviewed the proposed Agency's FY16 Annual Report noting statistical data in each operational category. He asked each Board Member to submit updated biographies if necessary.

Vice-Chairman Hood stated he would entertain a motion to approve the proposed Agency's FY16 Annual Report. Board Member Edmonds made the motion to approve the proposed Agency's FY16 Annual Report, and Board Member Bruscato seconded the motion.

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

**MOTION TO APPROVE THE PROPOSED AGENCY'S FY16 ANNUAL REPORT MADE BY BOARD MEMBER EDMONDS AND SECONDED BY BOARD MEMBER BRUSCATO. MOTION CARRIED BY A ROLL CALL VOTE OF SEVEN (7) "YES" VOTES WITH BOARD MEMBER FOXX ABSTAINING.**

Director Delfino said this concluded his report, and Vice-Chairman Hood thanked him for his presentation.

### **Best Practices Committee Report**

Vice-Chairman Hood next asked Board Member McMahon to report on the Best Practices Committee.

Board Member McMahon presented an overview of the purpose and function of the Best Practices Committee. He stated it allowed State's Attorneys to informally roundtable specific local and statewide issues and discuss pertinent cases and legislative proposals.

He next said that he would be attending a national meeting of Best Practice Committees scheduled for Washington D.C. in early February. He also stated he anticipated holding the next Best Practices Committee in the near future.

Vice-Chairman Hood thanked Board Member McMahon for his report.

### Election of Board Chairman

Vice-Chairman Hood next said he would entertain a motion to elect a Board Chairman.

Board Member McMahon made a motion to elect Board Member Bruscato as Chairman of the Board, and Secretary Milhiser seconded the motion.

Vice-Chairman Hood asked if there were any other nominations. Hearing none, he declared the nominations closed and called for a vote.

**MOTION TO ELECT BOARD MEMBER BRUSCATO AS CHAIRMAN OF THE BOARD OF GOVERNORS MADE BY BOARD MEMBER McMAHON AND SECONDED BY SECRETARY MILHISER. MOTION CARRIED WITH SEVEN (7) "YES" VOTES WITH BOARD MEMBER BRUSCATO ABSTAINING.**

Chairman Bruscato thanked all Board Members for their confidence and support. He stated that he was grateful for the opportunity to serve and that he looked forward to begin working on the challenges facing the Agency and the State's Attorneys of Illinois.

### Public Comments

Chairman Bruscato asked for any comments from the Public and recognized Mr. Norbert Goetten. Mr. Goetten, former Greene County State's Attorney and Agency Director, expressed his appreciation to the Board Members and Agency personnel for their leadership and quality work.

### Old Business

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

### New Business

Chairman Bruscato then asked if there was any new business and recognized Vice-Chairman Hood who inquired as to the status of the State Budget. There was a general discussion with the conclusion that there was not yet any definitive budgetary dates or fiscal proposals.

### Adjournment

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

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

**MOTION TO ADJOURN THE DECEMBER 7, 2016 BOARD OF GOVERNORS' MEETING MADE BY BOARD MEMBER KELLY AND SECONDED BY VICE-CHAIRMAN HOOD. MOTION CARRIED BY UNANIMOUS VOICE VOTE.**

Meeting adjourned at 5:00 P.M.

RESPECTFULLY SUBMITTED for future approval by the Board of Governors.

**MINUTES APPROVED** by the Board of Governors, March 10, 2017.