



Illinois Association of Problem-Solving Courts
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Illinois Association of Problem-Solving Courts
Minutes for the April 14, 2020
Meeting of the Board of Directors

The board members of the Illinois Association of Problem-Solving Courts met via Zoom teleconference on April 14, 2020. The meeting was called to order by Judge Janet Holmgren at 12:14pm. 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

1. **Minutes from 1/28/2020 ILAPSC Board Meeting**

Baron Heintz motioned to approve the minutes as previously submitted to the Board. Chantelle Leachmen seconded the motion. The motion passed by unanimous voice vote

2. **Zoom Board Meeting Recordings**

Baron Heintz motioned that Zoom meeting recordings not be disseminated to members outside of the board without the approval of the board. Darrell Hite seconded the motion. The motion passed by unanimous voice vote.

The Board moved into a closed session to discuss personnel issues

3. **Approval of Conference Coordinator Trainee Contract**

Two versions of the proposed contract were disseminated to the Board. Michelle O'Brien also addressed whether the contract needed to stipulate whether the ILAPSC Board will cover costs to attend the conference for the trainee. Baron Heintz suggested we should make clear the conference costs being covered in the contract. Darrell Hite concurred with Mr. Heintz' comments. Mary Lee suggested adding conference registration, hotel stay, and travel expenses as being covered by ILAPSC to the contract. Mr. Hite questioned if those costs were addressed in Ms. Lee's and Matt Kindler's contract. Ms. Lee clarified that those costs were addressed in the proposal submitted by herself and Mr. Kindler, which was approved by the board as a part of their contract. That same proposal does not apply to the trainee contract. Judge Holmgren suggested adding language to the "Fee" section of the contract that ILAPSC shall be solely responsible for conference registration costs, hotel costs, and travel costs. Judge Holmgren suggested that the proposed changes by Judge Jeff Ford included in the second version of the contract that the Board had reviewed should be the version that the Board works on to finalize. Mr. Heintz agreed that Judge Ford's changes were appropriate, and added that if Mr. Kindler and Ms. Lee's previously approved proposal was going to be referred to as "Exhibit A" then "Exhibit A" should be written on the proposal so that it is clear.

Mr. Kindler edited the proposed contract based on the Board's comments and provided a "screen share" via Zoom for the Board's review and approval. Conversation was held regarding the appropriate wording of the fees that will be covered by ILAPSC in addition to the contracted rate.

Judge Holmgren motioned that the trainee contract be approved as amended. Judge Ford seconded the motion. The motion approved by unanimous voice vote.

4. **Conference Coordinator Trainee Hiring Decision**

Judge Holmgren provided comments regarding the hiring process, the creation of the hiring committee and submitted the hiring committee's recommendation to the board. Discussion was held regarding the two candidates, Libby Moeller and Janet Leone, and who would be the best candidate to meet the needs of the Board.

Judge Holmgren suggested a motion that the board authorize employment offer to Libby Moeller. Hugh Brady submitted the motion as worded by Judge Holmgren. Chantelle Leachmen seconded the

motion. Hugh Brady clarified that Ms. Moeller will be a contract employee not a staff employee. The motion passed by majority voice vote. Baron Heintz voted nay. Michael Roman abstained.

Judge Holmgren will reach out to Ms. Moeller with the proposed contract, and thank both candidates for their applications.

5. New Business

Darrell Hite brought up the current issue surrounding conferences being cancelled or transitioned to virtual conferences due to the Coronavirus. Judge Holmgren mentioned that the Board will speak at length about this at the next meeting on April 28.

Baron Heintz mentioned that there is a DHS phone number that people who are struggling with mental health issues related to the COVID-19 outbreak.

6. Next Meetings

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

7. Adjourn

The meeting was adjourned by Judge Holmgren at 12:52pm.

Respectfully Submitted,

Matthew Kindler