

**NOTE CHANGE IN LOCATION  
CHAMPAIGN COUNTY BOARD  
COMMITTEE AGENDA**

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**JUSTICE & SOCIAL SERVICES COMMITTEE**  
Champaign County Nursing Home, In-Service Classroom  
1776 E. Washington, Urbana  
Monday, May 5, 2008  
6:30 p.m. Tour of the Nursing Home  
7:00 p.m. Meeting

**CHAIR:** Jan Anderson

**MEMBERS:** Ammons, Carter, Gladney, Hunt, James, Nudo, Putman, Sapp

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X. <u>NURSING HOME</u>	
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**XIII. DESIGNATION OF ITEMS TO BE PLACED ON COUNTY BOARD  
CONSENT AGENDA**

**XIV. ADJOURNMENT**

1 CHAMPAIGN COUNTY BOARD  
2 COMMITTEE MINUTES  
3

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4  
5 **JUSTICE & SOCIAL SERVICES COMMITTEE**

6 **Monday, April 7, 2008**

7 **Brookens Administrative Center, Lyle Shields Meeting Room**

8 **1776 E. Washington St., Urbana**  
9

10 7:00 p.m.

11  
12 **MEMBERS PRESENT:** Anderson (Chair), Gladney, James, Nudo, Putman

13  
14 **MEMBERS ABSENT:** Ammons, Carter, Hunt, Sapp

15  
16 **OTHERS PRESENT:** Kat Bork (Administrative Secretary), Andrew Buffenbarger (Nursing Home  
17 Administrator), Deb Busey (County Administrator of Finance & HR  
18 Management), Joseph Gordon (Court Services Director), Stephanie Joos  
19 (Animal Control Director), Kathleen Liffick (Head Start Director), Michael  
20 Moore (Jail Superintendent), Michael Richards (County Board Member),  
21 Peter Tracy (Mental Health Executive Director), Dan Walsh (Sheriff), C.  
22 Pius Weibel (County Board Chair)  
23

24 **CALL TO ORDER**

25  
26 Anderson called the meeting to order at 7:05 p.m.  
27

28 **ROLL CALL**

29  
30 The Recording Secretary called the roll. Anderson, Gladney, James, Nudo, and Putman were present  
31 at the time of the roll call. Anderson noted that Hunt had informed her prior to the meeting that he would be  
32 out of town. Anderson declared a quorum and proceeded with the meeting.  
33

34 **APPROVAL OF AGENDA/ADDENDUM**

35  
36 **MOTION** by James to approve the agenda; seconded by Gladney. **Motion carried.**  
37

38 **APPROVAL OF MINUTES**

39  
40 **MOTION** by Putman to approve the Justice & Social Services Committee February 12, 2008  
41 minutes; seconded by James. **Motion carried.**  
42

43 **PUBLIC PARTICIPATION**

44  
45 Sheriff Walsh introduced Michael Moore as the new Jail Superintendent. This was Moore's first  
46 day on the job. Moore had a distinguished career in the Cook County Jail System and Sheriff Walsh stated  
47 he has hit the ground running. Moore stated that no matter the size of the jail facility, he sees essentially the  
48 same problems in every facility. He conversed with staff about the jail facility today and he looks forward to  
49 the opportunity of working with them. Anderson welcomed Moore. Putman asked about the spelling of  
50 Moore's name, his email, and his title. Moore spelled out his name and email address. The Sheriff  
51 confirmed his title is Jail Superintendent.

52 **MONTHLY REPORTS**

53  
54 **MOTION** by Putman to receive and place on file the Animal Control February 2008 report, Circuit  
55 Clerk January 2008 report, Court Services January 2008 and February 2008 reports; EMA February 2008  
56 and March 2008 reports, and the Public Defender January 2008 and February 2008 reports; seconded by  
57 Gladney. **Motion carried.**

58  
59 **COURT SERVICES**

60 **Annual Plan 2008**

61  
62 Gordon presented the Court Services FY2008 Annual Plan that he is required to produce for the  
63 Administrative Office of the Illinois Courts. The plan will be kept on file in the Administrative Services  
64 Department. He offered to answer any questions at any time about the plan.

65  
66 **MOTION** by James to receive and place on file the Court Services FY2008 Annual Plan; seconded  
67 by Gladney. **Motion carried.**

68  
69 **ANIMAL CONTROL**

70 **Annual Report 2007**

71  
72 Joos presented the Animal Control Annual Report for FY2007. She reported the number of animals  
73 impounded and the amount of revenue generated has stayed steady. The number of animals treated in the  
74 low cost spay/neuter program has increased tremendously. The program increased from spaying/neutering  
75 178 cats and 36 dogs in 2006 to 468 cats and 55 dogs in 2007. This is a great accomplishment for Animal  
76 Control because it enables them to keep the number of animals coming into the facility down. In March,  
77 Animal Control collaborated with the Humane Society to spay/neutered 200 cats in one day. Weibel  
78 inquired how that was done. Joos stated 11 area vets donated their time and it went well. James noticed the  
79 City of Urbana's contract dropped from 2006 to 2007. Joos explained the price was based on what the city  
80 had paid the Humane Society. The price was changed to reflect Animal Control's actual costs to provide  
81 services. Urbana only contracts with the County for impound services, not animal control services. James  
82 asked about revenue for grants. Joos said no grant money was received in 2007. James asked about a chart  
83 of expenses. Joos explained that she excluded it from the annual report because the chart will be included in  
84 budget documents. Busey stated the Animal Control budget was over \$700 in the negative. A breakdown of  
85 expenditures is available if James wants them. James said he did not. Weibel asked what other animals are  
86 impounded besides cats and dogs. Joos said they have impounded goats, ferrets, hamsters, rabbits, and a 32-  
87 pound tortoise. Nudo congratulated Joos on the progress being made and asked about registrations. Joos  
88 answered that registrations are up. Registrations operate on a three-year tag cycle, so this revenue increases  
89 when those come due. They started tagging pets in 2002. Nudo asked what breed rescue was. Joos stated it  
90 is a rescue group that takes a specific type of dog, like German Shepherds. Putman said there have been  
91 comments at the Urbana City Council about dissatisfaction with Animal Control services and asked if this  
92 has gone anywhere. Joos and Busey met with the Urbana City Council at study session in February, they  
93 gave the council options for the amount of money spent by Urbana, but Joos has not heard back from the  
94 council since then. Putman offered to build a bridge if it is needed and wished Joos luck.

95  
96 **MOTION** by Putman to receive and place on file the Animal Control Annual Report 2007; seconded  
97 by James. **Motion carried.**

98  
99 **HEAD START**

100 **Monthly Report**

101  
102 **MOTION** by James to receive and place on file the Head Start monthly report; seconded by  
103 Gladney.

104 Liffick reported a very successful federal review. She thanked those Board members who attended  
105 the review sessions. Anderson said the reviewers made nice comments about the work Head Start did in  
106 preparation for the review. Liffick said the reviewers found four areas of possible non-compliance. All  
107 federal review reports go to national level; therefore it will be 45-60 days until they receive the final report.  
108 The areas of possible non-compliance included two areas where documentation was not in personnel files.  
109 Liffick claimed this was due to a misinterpretation of the Head Start standards. The staff in question now  
110 meets the standards, which were for background checks, etc. One of the Head Start collaborators is in an old  
111 school where a reviewer thought the toilets were too big for a three-year-old. Liffick is talking to the  
112 principle about getting the toilets taken out and preschool toilets installed. Nudo stated he might know where  
113 to get some toilets donated; he would talk to Liffick later. Liffick said she receive two toilets from  
114 Buffenbarger. Another area was that six enrollments had been open for thirty days. Liffick was not able to  
115 fix this. It was primarily because of the close of the Community Day Care Center.  
116

117 Putman asked about the outcome of insurance premium change. Liffick stated the union did not sign  
118 necessary memorandum of understanding, so she will be talking with a civil attorney about the contract.  
119 Head start gave union members the opportunity to ignore the contract language, but now they must follow  
120 the contract language. Putman asked about the CIDES funding application that was rejected by the United  
121 Way and the United Way staff who offered to help CIDES find other funding. James said the County Board  
122 of Health provided CIDES with a grant of \$10,000 for the equipment purchase CIDES was asking the United  
123 Way for.  
124

125 **Motion carried.**

126  
127 **JUVENILE DELINQUENCY GRANTS**

128 **Status Report from Peter Tracy**

129  
130 Tracy reported the SAMHSA grant application was received by the federal government and it passed  
131 through the state government, much to his relief. The Juvenile Justice Conference in St. Louis was very  
132 good, particularly the presentation by Parenting with Love and Limits. There has been a problem with  
133 getting families of youth at the Juvenile Detention Center engaged, so the PLL approach could be useful.  
134 They have continued weekly meeting at the JDC to assign cases. Tracy reported there are currently more  
135 girls in the JDC than boys; therefore they may want to focus on girls. Tracy has not received any complaints  
136 about extending the current grants for another year.  
137

138 Gladney asked about PLL. Tracy said the field is moving towards evidence based practice to have  
139 evidence to verify that progress has been achieved. It is important in funding programs to have something to  
140 show that they work.  
141

142 **MOTION** by James to receive and place on file the status report; seconded by Gladney. **Motion**  
143 **carried.**

144  
145 **NURSING HOME**

146 **Monthly Report**

147  
148 Gladney inquired about the bargaining on the Nursing Home's employee attendance policy.  
149 Buffenbarger said the Nursing Home changed its attendance policy to a patterns-based policy. This policy is  
150 rather complex and they are now looking at an accounting system that is easier to understand. AFSCME  
151 should ratify this on Wednesday. Gladney asked if Representative Jakobsson had anything to say about the  
152 Nursing Home's lowered Medicaid rate in the meeting about the state budget. Buffenbarger said he was just  
153 making her aware of the state reducing the funding and asking for guidance. Jakobsson was sympathetic, but  
154 had no suggestions. Weibel said the state budget is hard to predict because it is a mess. The Department of  
155 Healthcare and Family Services continue to stonewall Buffenbarger regarding the reasons the Medicaid rate

156 was cut. Anderson was also at the meeting where Jakobsson spoke. Jakobsson was sympathetic but  
157 Anderson did not come away with the feeling that a change would be made. Putman asked about the  
158 software used in Medicaid billing. Buffenbarger said the formula is long and complex, but relatively  
159 straightforward. Management Performance Associates was hired to write the software through DeKalb  
160 County that checks the state figures at the county level to make sure the counties are being treated fairly.  
161 Putman suggested the state legislators put a bill together to stop the reimbursement level on this basis from  
162 being determined by a state department. Buffenbarger said the state does not take into account certain  
163 factors, such as the capital expense for a new building. Putman asked about Veterans Administration.  
164 Buffenbarger said it would be new admittances for eligible veterans.

165  
166 James asked if there had been any interest in serving on the Board of Directors. Buffenbarger said  
167 about five people had applied. Nudo asked for a synopsis of the staff meetings to recruit more nurses at the  
168 County Board study session. Buff said the staff meetings were good. Nudo reminded the committee that the  
169 study session about the Nursing Home on April 15<sup>th</sup> is to move towards problem solving and looking at ideas  
170 to cut costs and increase revenue. He encouraged the Board to focus on other issues instead of the past  
171 blame at the study session. Putman requested Buffenbarger include the amount spent on contract nursing in  
172 his monthly report. He agreed to do so.

173  
174 **MOTION** by James to receive and place on file the Nursing Home monthly report; seconded by  
175 Putman. **Motion carried.**

176  
177 **CHAIR'S REPORT**

178  
179 Anderson made her comments in other areas of the meeting.

180  
181 **OTHER BUSINESS**

182 **Evaluation of Sangamon County Criminal Justice System**

183  
184 Weibel commented the County Board would be receiving information on the School Facility Tax  
185 and it will be discussed at May Policy, Personnel, Appointments Committee meeting. Weibel said  
186 Sangamon County did a study on whether or not to expand its jail and this was the executive summary.  
187 Weibel wanted the committee to see this because Sangamon County and Champaign County are similar in  
188 size, population, and ethnicity. Weibel sees this as free advice Champaign County could use because jail  
189 expansion has been a past topic of concern for County Board. James said he is looking forward to Michael  
190 Moore's input in the future as Jail Superintendent. Busey stated Champaign County has some operational  
191 differences from Sangamon County. The Champaign County officials in the criminal justice system have  
192 worked together to implement solutions on jail overcrowding. Weibel agreed and hoped this summary  
193 would offer more ideas. Putman thanked the Sheriff that Champaign County did not have the problems that  
194 Sangamon Jail did. Sheriff Walsh noted that every couple of months he gets a call from another county  
195 asking how our county manages to have the various branches of the criminal justice system work together.

196  
197 **Voter Registration and Voting at the Jail**

198  
199 Anderson said Carol Ammons had asked to have voting at the County Jail put on agenda, but she  
200 was not present. Anderson had no idea why Ammons was not here. Sheriff Walsh said he met with  
201 Ammons. He was not at all opposed to circulating information about voting and absentee ballots to the  
202 inmates. He asked the County Clerk about sending an employee over to jail to register inmates to vote.  
203 Mark Shelden rejected this idea and suggested a volunteer be sent instead. Putman said Ammons is a new  
204 Board member and might be unaware of the meeting schedule. Anderson said she spoke to Ammons  
205 recently about presenting this issue tonight.

206

207 Putman asked James to report on the Board of Health. James spoke about the Illinois Department of  
208 Public Health grant money that was awarded to Fire Chiefs Association for portable defibrillators and CO  
209 detectors, CIDES for portable equipment, Champaign-Urbana Public Health District for comprehensive  
210 sexual education materials for the schools, and CUPHD for car seats. The Board of Health is looking at what  
211 they could do with its van. The Board of Health is having a good relationship with CUPHD. Anderson  
212 added a subcommittee from the Mental Health Board is looking to collaborate with the Board of Health in  
213 mental health areas in the County.

214  
215 Anderson requested the committee members let her know if they are unable to attend a meeting. The  
216 next meeting will be at the Nursing Home.

217  
218 **DESIGNATION OF ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA**

219  
220 Anderson designated no agenda items for the consent agenda.

221  
222 **ADJOURNMENT**

223  
224 Meeting adjourned at 8:09 p.m.

225  
226 Respectfully submitted,

227  
228 Kat Bork

229 Administrative Secretary

230 *Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*



Rod R. Blagojevich, Governor  
Barry S. Maram, Director

**Division of Child Support Enforcement**  
32 West Randolph, Suite 1600  
Chicago, Illinois 60601

Telephone: (312) 793-4448  
TTY: (800) 526-5812  
Facsimile: (312) 793-0878

April 10, 2008

Daniel J. Walsh  
Champaign County Sheriff  
204 East Main Street  
Urbana, Illinois 61801

**Re: Intergovernmental Agreement N° 2008-55-005-K2**

Dear Mr. Walsh:

Enclosed are five (5) copies of the Intergovernmental Agreement 2008-55-005-K2 to renew the Agreement for the period of July 1, 2008 through June 30, 2009.

Please sign and date where indicated, secure signature and date of County Board Chairperson, and return all five (5) copies of the renewal; four (4) to be retained by HFS and one (1) to be returned to your office upon execution by HFS. Signed copies should be sent by overnight delivery to the following address:

Sue Balster  
Healthcare and Family Services  
Division of Finance  
509 South 6<sup>th</sup> Street, 5<sup>th</sup> Floor  
Springfield, Illinois 62701

Contact me at the above-referenced number or via Email at [madeline.bernat@illinois.gov](mailto:madeline.bernat@illinois.gov) should you have any questions regarding the enclosed documents.

Sincerely,

Madeline Bernat, Manager  
Contracts & Fiscal Operations  
Division of Child Support Enforcement

Enclosures

c: Sue Balster, Division of Finance, Healthcare and Family Services

**E-mail:** [hfswebmaster@illinois.gov](mailto:hfswebmaster@illinois.gov)

**Internet:** <http://www.hfs.illinois.gov/>

**STATE OF ILLINOIS**  
**RENEWAL OF THE INTERGOVERNMENT AGREEMENT**  
between the  
**DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES**  
and  
**CHAMPAIGN COUNTY SHERIFF'S OFFICE**  
Intergovernmental Agreement 200855-005-K2

**WHEREAS**, the parties to Intergovernmental Agreement 2008-55-005, acting by and through the Illinois Department of Healthcare And Family Services ("Department") located at 201 South Grand Avenue East, Springfield, Illinois 62703 and the Champaign County Sheriff's Office ("Contractor") located at 204 East Main Street, Urbana, Illinois 61801, desire to renew the Agreement, and

**WHEREAS**, pursuant to **Article 2.2 (Renewal)**, the Agreement may be renewed for additional periods; and

**NOW THEREFORE**, the Intergovernmental Agreement shall be renewed for the period July 1, 2008 through June 30, 2009 as the first renewal of this Intergovernmental Agreement.

All terms and conditions shall remain in effect. The effective date of this Renewal is July 1, 2008 or upon execution, whichever occurs later.

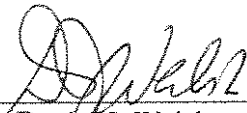
**In Witness Whereof**, the parties have hereunto caused this Renewal to be executed by their duly authorized representatives.

**Illinois Department of Healthcare  
and Family Services**

By: \_\_\_\_\_  
Barry S. Maram  
Director

Date: \_\_\_\_\_

**Champaign County Sheriff's Office**

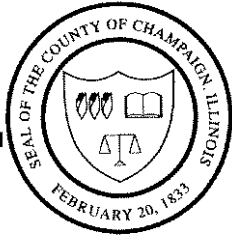
By:  \_\_\_\_\_  
Daniel J. Walsh  
Sheriff

Date: \_\_\_\_\_

**APPROVED:**

By: \_\_\_\_\_  
C. Pius Weibel, Chairperson  
Champaign County Board

Date: \_\_\_\_\_



**NOTE CHANGE IN LOCATION  
CHAMPAIGN COUNTY BOARD  
COMMITTEE ADDENDUM**

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**JUSTICE & SOCIAL SERVICES COMMITTEE**  
Champaign County Nursing Home, In-Service Classroom  
1776 E. Washington, Urbana  
Monday, May 5, 2008  
6:30 p.m. Tour of the Nursing Home  
7:00 p.m. Meeting

**CHAIR:** Jan Anderson

**MEMBERS:** Ammons, Carter, Gladney, Hunt, James, Nudo, Putman, Sapp

**ITEM**

**PAGE NO.**

**XII. OTHER BUSINESS**

A. Champaign County Court-watching Project – Fourth Annual Report 2007-2008

# **CHAMPAIGN COUNTY COURTWATCHING PROJECT HIGHLIGHTS**

## **FOURTH ANNUAL REPORT—2007-2008**

### **LEAGUE OF WOMEN VOTERS/COLLEGE OF LAW**

#### **Introduction**

Abraham Lincoln often rode the old 8th Judicial Circuit on the old Springfield Road. Then, as now, there were many farmsteads along the path to Urbana, the county seat of Champaign County. When he arrived in town, Lincoln often jokingly recounted an experience he'd had along the open stretch of prairie he had passed through:

“I saw a farmer and his wife toiling in the field and stopped to exchange greetings with them. They seemed to welcome the break from their labors, but the nice lady looked at me and remarked that I was the ugliest human being she had ever seen. I responded with the apology that there was nothing I really could do about my God-given looks. Her response, to my surprise, was that I could stay home!”

Each fall for many years, Trial Advocacy students and volunteers from the League of Women Voters have traveled the halls and courtrooms of the Champaign County Courthouse to observe proceedings in one of the oldest continuous courtwatching programs in the state, if not the nation. Courtwatching is a systematic review of court proceedings and personnel, done with a view to reporting on the operation of our justice system. What courtwatchers see may not always be pretty, but the exercise is an important one for the students and for the court system alike. Simply stated, watched courts are not ugly, they are better courts.

League observers and law students provide a presence in our courtrooms throughout the year, with a concentration of students each fall semester fulfilling a course requirement for each to observe twelve hours of court proceedings. In recent years, we have formalized the collaboration between the League and the College of Law; this is our fourth annual report to the community based upon systematic collection and analysis of our observations to provide a statistically meaningful report.

Courtwatching is an important program with many benefits. For the law students who participate, it is an important learning tool as it provides exposure to the courtroom with real people, real lawyers and real problems. For the courts, our structured observations provide citizen scrutiny of the system and its strengths and weaknesses: unwatched courts are a danger because so many decisions within them reflect society's values for the system of justice. For the parties in the cases, courtwatching assures that there are external observers to monitor the fairness of local proceedings. These litigants can have increased confidence that their cases will be handled and decided properly. For the lawyers participating in trials, courtwatching keeps them on their toes, giving them more incentive to be prepared to do their work well.

#### **A Brief History of our Reports**

In 2004-05, our observers collectively found Champaign County's courts to be respectful places where the formal proceedings were generally perceived to be fair and appropriate. At the same time, the report raised concerns about how representative juries were in Champaign County, as the 2005 findings demonstrated a significant discrepancy between the demographics of adults in the County and those in jury pools at the courthouse. Our observations raised some other issues

about perceived fairness as well. Members of the judiciary and administrative officials responsible for the functioning of the courts responded promptly with several initiatives examining possible explanations for the observed discrepancies and implementing improvements aimed at producing more representative juries.

In the second year, our findings with respect to demographic variances between the population of the county and the composition of juries were not repeated. Proceedings in Champaign County's courts continued to be perceived as respectful in the large majority of cases.

Our third report again demonstrated variances in the demographic composition of juries in the state courts, though not in the federal courts.

This year's report finds statistically significant over-representation of Caucasian females in our jury pools with under-representation of Asian males. The over-representation of Caucasian females in our jury pools has been a continuing feature since our first report. While our observations document other differences between the composition of jury pools with the demographics of the Champaign County population, this year they are not statistically significant.

#### **Fourth Year Summary Report**

Courtwatching observations presented in this report were recorded by more than 90 law student observers and the League's standing corps of observers. This report is based on 1,229.3 hours of observation or the equivalent of 153.7 work days. The average time per visit was 1.54 hours. The state court observations comprise 857.5 hours of observation, or the equivalent of 107.2 workdays; the average length of observation time was 1.33 hours. The federal court observations represent an additional 371.8 hours or 46.5 workdays of observations; the average length of visits to federal courts was 2.53 hours. Defendant characteristics were recorded in only about half of the observations.

We do not report on federal court jury pool or jury selections this year, as the number of selections observed was too small to make statistically reliable observations.

### **STATE COURT REPORT**

Defendants in these observations are overwhelmingly male, African-American, young and charged with felonies. (Students appropriately observe the most serious of criminal cases.) In more than 85% of the observations, defendants appeared to understand the proceedings in which they were involved. At the same time, 11% of defendants appeared to understand half or less of the proceedings in which they were involved.

There was a significant deviation in the composition of the jury pools relative to the population of the County with respect to Caucasian females and Asian males. Caucasian females were significantly overrepresented. The number of Asian males in observed jurors differs significantly from what would be expected in a random sample of the County's residents. Unlike previous years, we did not observe a statistically significant deviation in the representation of

African-American males. Jury composition did not achieve exact parity with the Census reports of population distribution in Champaign County, but the variation this year did not achieve statistical significance.

Citizens in Illinois are called for jury duty based on random selections from lists compiled by combining lists of 1) registered voters in the County; 2) those with driver's licenses age-eligible to serve on juries; and 3) those who have obtained State identification cards. These lists are obtained from the relevant record custodians (respectively, the County Clerk for voter registrations and the Secretary of State for driver's licenses and identification cards), combined by the Circuit Clerk's office, and then random selections are made from those lists by a computer program. We sought information on the demographic composition of the lists from which jury pools are assembled and learned that neither the County Clerk nor the Secretary of State collects or records racial identification information. Of the registered voters in Champaign County, 52.3% are female.

Because the jury pool is selected by random sampling, the statistically significant observed differences for Asian males and Caucasian females could be due to any of the following, either singly or in combination: (1) differences by race and/or sex in the likelihood of having a driver's license or state identification card, or being registered to vote; (2) differences by race and/or sex in the likelihood of having a valid current address to which the jury summons can be delivered; and/or (3) differences by race and/or sex in the likelihood of responding to the summons. The limitation on this demographic data undermines efforts at definitive explanations for our findings.

### **Specific Findings, State Court**

Our combined observation reports continue to find Champaign County's courtrooms to be respectful places: in 97.5% of the observations, court personnel were reported to be very or somewhat respectful; in 2.5% of the observations, court personnel were reported to be somewhat disrespectful.

#### **Defendant Characteristics**

As to the persons involved in proceedings, a snapshot of our observations shows that:

85.2% of observed defendants were male, and 14.8% female

56% were African-American,

41.0% Caucasian, and

2.7% were Hispanic/Latino.

80.8% of observations were felonies

16% were misdemeanors, and

3.1% were traffic/petty offenses.

A comparison of the observations from previous years shows some changes from one year to the next. For example comparing the last two years of data points on defendant characteristics shows:

<b>Characteristic</b>	<b>year two</b>	<b>year three</b>	<b>year four</b>
Male	93%	76.5%	85.2%
Female	7%	23.5%	14.8%
African-American	73%	70%	56.3%
Caucasian	25%	27.7%	41.0%
Hispanic/Latino	2%	2%	2.5%
Felonies	86%	75.5%	80.8%
Misdemeanors	12%	10%	16%
Traffic/petty	2%	14.6%	3.1%

**Defendant’s Understanding of Proceedings, Rights, and Options; Respect**

Our first report highlighted instances where some defendants did not appear to fully comprehend all of the proceedings. We continue to have concerns about the perception that defendants are not understanding proceedings. This year, in 89% of the observations, the defendant appeared to understand most or all of the proceedings; in 7% of the observations, the defendant appeared to understand about half of the proceedings; in 3.62% of the observations, the defendant appeared to understand very little or none of the proceedings.

Observers reported that in 94.44% of the observations, the defendant appeared to understand his/her rights and options fully, very well, or reasonably well; in 6.56% of the observations, the defendant appeared to understand his/her rights and options very little or not at all.

Overall, the level of respect demonstrated by judges to defendants was seen by observers as high. There were two observations, 0.32% of all observations, in which judges were assessed as not at all respectful to defendants.

Compared across years:

<b>Characteristic</b>	<b>year two</b>	<b>year three</b>	<b>year four</b>
Not at all respectful	0%	0%	0.32%
Somewhat disrespectful	2.5%	1.4%	1.11%
Neutral	15%	12%	21.17%
Somewhat respectful	20%	24%	21.48%
Very respectful	63%	62%	55.92%

**Summary of State Court Jury Pool and Jury Seating Analysis, Fall 2007**

In the first year of observations, we saw a significant discrepancy between the demographics of the County and citizens reporting for jury duty at the Champaign County Courthouse: while census data indicated an 11% African-American population for Champaign County and a 15% African-American population for the cities of Champaign and Urbana, the observed African-American representation in the jury pools at the Champaign County Courthouse was about 6%.

The second year's report did not observe variances other than statistically-expected ones. In the third year, we reported variations in the composition of jury pools and the demographics of the county: African-American males and Asian males were significantly underrepresented in the jury pool relative to the percentages for these two groups in the population of Champaign County; Caucasian females were significantly overrepresented.

This year, Caucasian females were again significantly overrepresented and Asian males significantly underrepresented. The observed differences for African-American females, African-American males, Asian females, Caucasian males, Hispanic males, and Hispanic females were not statistically significant. The observed percentages of seating for Asian female and Hispanic male jurors were lower than the percentages for other groups, but the numbers of jurors in these two categories were too small for the results to be statistically significant.

According to the 2000 census, 78% of the population of Champaign County is Caucasian non-Hispanic, 11% is African-American, 7% is Asian, and 3% is Hispanic. Women account for 49.7% of the population. Assuming independence of race and sex, one can calculate expected numbers for each category of race and sex in the jury pool if the pool were selected by random sampling of the County's population (this is of course not the method that is actually used—see above).

The following table gives the actual and expected numbers of jurors.

Table 1: Numbers and Expected Numbers of Jurors

Race and Sex of Juror	year two number in pool	year two expected number in pool	year three number in pool	year three expected number in pool	year four number in pool	year four expected number in pool
African-American Male	6	6	3	15	7	14
African-American Female	12	6	8	14	12	14
Asian Male			0	9	0	9
Asian Female			3	9	3	9
Caucasian Male	27	43	121	103	92	96
Caucasian Female	52	43	126	102	132	96
Hispanic Male			0	4	1	4
Hispanic Female			1	4	0	4

The observed differences for African-American females, African-American males, Asian females, Caucasian males, Hispanic males, and Hispanic females are not statistically significant. The observed percentages for seating of jurors by race and sex are given below. According to the results of Fisher's exact test and the chi-square test, there is no statistically significant effect of race, sex, or the combination of race and sex, on the chance of being seated ( $P=0.4880$ ,

P=0.9605, and P=0.6856, respectively). Note that the percentages for Asian females and Hispanic males are lower than the percentages for the other groups, but the numbers of jurors in these two categories are too small for the results to be statistically significant.

Table 2: Seating of Jurors by Race and Sex

Race and Sex of Juror	Number Seated	Number Not Seated	Percent Seated
African-American Male	5	2	71.4%
African-American Female	8	4	66.7%
Asian Female	1	2	33.3%
Caucasian Male	60	32	65.2%
Caucasian Female	87	45	65.9%
Hispanic Male	0	1	0%
Total	161	86	65.2%

As has been the case in all four of our reports, the chance of a member of the jury pool being seated as a juror or alternate juror did not depend on the race or sex of the person. It also did not depend on the combination of race and sex of the person.

### Conclusion

The Illinois Constitution provides that the accused in a criminal prosecution has a right to a “speedy public trial by an impartial jury of the county in which the offense is alleged to have been committed.” We continue to be concerned about the issue of representative juries in Champaign County on the basis of race and gender. We believe that continued observations and public discussion of the issue will be beneficial.

Our studies take a snapshot of our court system in operation. We will continue to this annual endeavor. We believe that knowledge of how our court and jury system, including community representation, is valuable information for our community to have. Questions or feedback about our courtwatching program should be referred to Ms. Miller, the Chair of the Champaign County League of Women Voters Justice Committee or to Professors Beckett and Gunsalus at the University of Illinois College of Law.

### **The Champaign County Courtwatching Project**

**Joan Miller**, Chair of the Justice Committee of the League of Women Voters of Champaign County (LWVCC), coordinated this project for LWVCC. She organizes the League courtwatchers and is herself a veteran courtwatcher with many years of experience. Ms. Miller provided training for the Trial Advocacy students who participated in the pilot project and leads the League's courtwatchers.

**J. Steven Beckett**, Director of the Trial Advocacy Program at the College of Law at the University of Illinois, taught the Trial Advocacy course that assigns students to do "real life" courtwatching and oversaw all legal aspects of the project, including this final report.

**Scott Kording**, Adjunct Professor at the College of Law, originally created the website for data input and continues to assist on an on-call basis.

**Leslie A. Dempsey** served as the College of Law internal project expert, coordinated student observation times, and took responsibility for the many details required to collect and collate the large quantity of data involved in this project.

**C. K. Gunsalus**, Adjunct Professor at the College of Law, served as liaison among all the project participants, bringing parties together, working on the final report and finding resources.

**Adam Martinsek**, Professor of Statistics at the University of Illinois, performed the statistical analysis.

This project's feasibility rested upon the full and willing participation of the **law students** enrolled in Law 695, Fundamentals of Trial Practice, in the Fall 2007 semester at the College of Law at the University of Illinois. Their time, energy and careful recordkeeping were essential.

**Julie Campbell**, the Trial Advocacy faculty assistant at the law school, assisted with data entry and project coordination and we owe much to her service and dedication.

Finally, a study such as this is simply not possible without the cooperation and educational approach of the **judges and staff of the courts of Champaign County and the federal District Court in Urbana, Illinois**. The judges here have offered guidance and support for the students and we are grateful to them.

**ATTACHMENTS GIVEN  
TO THE COMMITTEE  
AT THE MEETING**

**JUSTICE & SOCIAL SERVICES  
COMMITTEE  
MAY 5, 2008**

Contents:

1. Head Start April 2008 Monthly Report – Agenda Item VIII A
2. Quarter Cent for Public Safety Post-Detention Programs Status Report – Agenda Item IX A
3. Nursing Home April 2008 Monthly Report – Agenda Item X A
4. Juror Qualifications Questionnaire with Notes by Jenny Putman – Not on Agenda

# Memorandum

**To:** Policy Council, Regional Planning Commissioners, Justice and Social Services Committee  
**CC:** Head Start/Early Head Start Staff  
**From:** Kathleen Liffick, Head Start Director  
**Date:** April 21, 2008  
**Re:** April Management Report

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- ❖ We have not yet received the final report from our Federal review.
- ❖ A report for March 2008 attendance and meal counts is attached as are reports for Child Development Services, Family Services, and Health & Disabilities Services. Also attached is our report to the Champaign County Developmental Disabilities Board for the third quarter of this grant.
- ❖ If you will remember from the February 2008 management report, the Illinois State Board of Education's (ISBE) program auditor reviewed our Pre-K and Preschool for All programming. Child Development Services Manager Kelly Russell has submitted a corrective action plan for the couple of minor issues identified by the ISBE audit.
- ❖ We were very surprised and delighted to receive a donation of \$150 from the Sunrise Rotary. We will use this donation to purchase materials for the packets that we send home with children leaving our program for the summer.

If you will remember, I made a presentation about our program to that group in January. We are so very grateful to each of the Rotary groups in their continued support of the children and families in our program.

- ❖ The full Family Support team received training last week on the Family Partnership Agreement (FPA) process. The FPA is a format for working with a family on its self-identified goals.

Very often we start out supporting the family in working on health and education goals for the enrolled child and this helps build our relationship with a family. Once we have a strong working relationship in place, many families feel comfortable talking about and moving toward goals for the adults in the family, such as a GED, purchasing a home, budgeting, etc.

- ❖ We continue to work with the United Way committee that is addressing the closing of Community Day Care which occurred, if you will remember, at the beginning of March. The Governance and the Finance subcommittees have each met since the first meeting at which participants volunteered for the subcommittees.

The Program committee will have met twice by the time the Policy Council meeting occurs and I will be able to update you on the next steps for this group. We have provided the Program subcommittee members with our community assessment and with lists for outfitting a preschool classroom and an infant-toddler classroom as part of the basis for planning the types of programming for any “replacement” child care center that may spring from this community-wide effort.

- ❖ Champaign Site Manager Hollie Ronk reports that two staff from the Champaign center attended the Illinois State Board of Education’s (ISBE) “Great Expectations” conference recently. This conference provides workshops on implementing the ISBE Early Learning Standards.
- ❖ Sites conducted a number of activities during the Week of the Young Child last week. Hat Day, Pajamas Day, Moms’ Monday, and Fathers’ Friday are a few of the special days held last week at our various centers.
- ❖ In late March we held the annual Recognition Luncheon. I have attached the list of parents, community members/agencies and staff who were recognized this year.
- ❖ The recent reauthorization of Head Start requires teachers who receive tuition support from their agency to commit to working for their program for three years after receiving their degree. Further, the reauthorization requires any teacher leaving employment before the end of the three-year obligation period to pay back the agency, on a prorated basis.

We have a number of teachers who are currently enrolled in coursework. They are signing a statement that they understand the requirements of the reauthorization regarding their tuition support received from the program.

- ❖ Savoy Site Manager Shaundra Ceaser states that she is completing performance reviews with staff. Teachers are preparing for the last parent-teacher conferences of the school year
- ❖ Education Support Specialist Lynn Watson reports that she has 11 children in counseling or with a behavior plan and 55 children this school year who have individual social-emotional goals developed. Lynn will be finishing up the spring classroom observations this week.
- ❖ Transportation/Facility Manager Ollie Caston has also been completing performance reviews with staff. We did receive the new bus during March and Ollie has completed the paperwork for the vehicle licensing process.

Ollie also reports that a number of large cracks have occurred in one of the Savoy classrooms. The cracks are along the wall and just below the edge with the ceiling on one side of the room. Ollie has requested the Village of Savoy and our contracted repairmen to determine, if possible, the cause of these cracks. She is in the process of obtaining an estimate for the repairs needed.

- ❖ Please recall that we are allowed to count in our enrollment any openings that are less than 30 days. As of April 18th, we have 11 openings in Head Start that have exceeded 30 days and we have one enrollment in Early Head Start that has exceeded 30 days.

<b>Site/Option</b>	<b>Funded Enrollment</b>	<b>Current Enrollment</b>
CECC (HS + EHS)	60	60
Rantoul (HS + EHS)	104	104
Savoy	162	162
Urbana	36	34
Home base (HS + EHS)	48	49
Pregnant Moms	13	8
Collaboration(HS + EHS)	CC 71 Pre-K 34	65 34
<b>TOTAL</b>	<b>528</b>	<b>513</b>

## **CHILD DEVELOPMENT SERVICES REPORT MARCH 2008**

**Completed by Kelly Russell, Child Development Services Manager**

### **CHILD OUTCOMES**

During January teaching staff completed Creative Curriculum Individual Child Profiles on all children enrolled at that point. The collected data has been entered into CC- PORT for the winter checkpoint. The CC-PORT reports show the compilation of information for the 214 four and five-year-old, kindergarten-bound children throughout the program.

#### **Overall Progress**

88% of the children who were at the Forerunner (emerging skills) level in the fall made progress that meets or exceeds the expected midpoint average.

66% of the children who were at the Step I (beginning skills) level in the fall made progress that exceeds the expected midpoint average

#### **Physical Development**

100% of the children who were at the Forerunner level in the fall made progress that meets or exceeds the expected midpoint average.

81% of the children who were at the Step I level in the fall made progress that exceeds the expected mid-point achievement

#### **Cognitive Development**

84% of the children who were at the Forerunner level in the fall made progress that meets or exceeds the expected midpoint average.

63% of the children who were at the Step I level in the fall made progress that exceeds the expected mid-point achievement

#### **Language Development**

89% of the children who were at the Forerunner level in the fall made progress that meets or exceeds the expected midpoint average.

53% of the children who were at the Step I level in the fall made progress that exceeds the expected mid-point achievement

Given these percentages, I am confident that the refresher training on Creative Curriculum and on data collection provided at the August in-service is producing valid results. Site Managers will be reviewing their site reports and will be meeting with the classroom teams to discuss these outcomes to plan for the remainder of the school year. Ideas for children's activities/lessons and teacher trainings will then be implemented.

### **Staff training**

March 20<sup>th</sup> is scheduled for the recognition event for all staff and families. We will meet at Hawthorne Suites for the day. Lunch will be provided by Head Start. During this day we will conduct site staff meetings and Jeanette French, our Conscious Discipline trainer will be here to conduct a workshop.

Jeanette's focus for this workshop will be empathy and how to build stronger classroom teams. Jeanette will also be here on March 19<sup>th</sup> visiting the classrooms in Rantoul and CECC to ensure that Conscious Discipline is continuing to be implemented. (Last year Jeannette visited the Savoy and Urbana classrooms.)

### **Staff training Surveys**

At the beginning of March, we distributed a training survey to all of the teaching staff.;33 out of 62 surveys were completed. The results of this survey will help us determine training and in-service for the teaching staff for the 2008-2009 school year. The following is a breakdown of the results. (number one being the highest rated):

1. Beginning Spanish
2. Understanding Poverty
3. Science Discoveries and Including children with disabilities ( tie)
4. Circle Times and Transitions and depression (tie)
5. Implementing IEP's and Typical speech delays (tie)

### **CHILD DEVELOPMENT TRACKING**

- ASQ's completed - 489
- Fall Parent Teacher conferences completed – 449
- Fall Parent Teacher conferences attempted – 17
- Initial home visits completed - 462
- Initial home visits attempted at least three times - 28
- Spring home visits completed – 368
- Spring home visits attempted at least three times - 37

## Champaign County Head Start

### 2301 - Average Daily Attendance from Individual Attendance

Program Term: Early Head Start EHS Infants & Toddlers 2007-2008, Site: Champaign Head Start, Rantoul Head Start, Savoy Head Start, Urbana Head Start,  
Classroom: CECC-174, CECC-175, CECC-176 AM, Rantoul-104, Rantoul-105, Attendance Date: 3/1/2008 - 3/31/2008, Codes counting towards present status: N -  
Not Scheduled, P - Present

#### Champaign County Head Start

	Present			Absent			Excused Absence	Unexcused Absence	Best Interest Day	Not Scheduled	No Class	Operating Days	ADA <sup>1</sup>	Funded Enrollment		Actual Enrollment	
	Count	Percent	Attendance	Count	Percent	Attendance								Count	Percent	Attendance	Count
<b>Site - Champaign Head Start</b>																	
174 - E	124		13	0	0	0	0	0	0	0	0	19	6.53	8	81.58%	7.21	90.51%
175 - E	110		28	0	0	0	0	0	0	0	0	19	5.79	8	72.37%	7.26	79.71%
176 AM - E	90		62	0	0	0	0	0	0	0	0	19	4.74	8	59.21%	8.00	59.21%
<b>Champaign Head Start</b>	<b>324</b>		<b>103</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19.00 (avg)</b>	<b>17.05</b>	<b>24</b>	<b>71.05%</b>	<b>22.47</b>	<b>75.88%</b>
<b>Site - Rantoul Head Start</b>																	
104 - E	86		35	0	0	0	0	0	0	0	0	19	4.53	8	56.58%	6.37	71.07%
105 - E	109		37	0	0	0	0	0	0	0	0	19	5.74	8	71.71%	7.68	74.66%
<b>Rantoul Head Start</b>	<b>195</b>		<b>72</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19.00 (avg)</b>	<b>10.26</b>	<b>16</b>	<b>64.14%</b>	<b>14.05</b>	<b>73.03%</b>
<b>Champaign County Head Start</b>	<b>519</b>		<b>175</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19.00 (avg)</b>	<b>27.32</b>	<b>40</b>	<b>68.29%</b>	<b>36.53</b>	<b>74.78%</b>
<b>Report Totals</b>	<b>519</b>		<b>175</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19.00 (avg)</b>	<b>27.32</b>	<b>40</b>	<b>68.29%</b>	<b>36.53</b>	<b>74.78%</b>

1 ADA for each classroom is the sum of statuses selected to count as 'Present' on the setup screen divided by the Operating Days for that classroom. Total Average Daily Attendance is computed as total children counted as 'Present' divided by Average Operating Days. Because the average of all classroom ADA's is not used, the total ADA will not equal the sum of the individual classrooms.

2 Actual Enrollment is the sum of all attendance statuses (Present, Excused, etc.), divided by Average Operating Days.

3 Percent Attendance is the Average Daily Attendance divided by the Count.

## Head Start Meal Counts Champaign County Head Start 2310 - Daily Attendance by Classroom

**Attendance Date: 3/1/2008 - 3/31/2008,**

P=Present, A=Absent, E=Excused, U=Unexcused, -=No Class, N=Not Scheduled  
B=Breakfast, A=AM Snack, L=Lunch, P=PM Snack, S=Supper

Program Term: Head Start      Head Start 2007-2008, Site: Champaign Head Start, Rantoul Head Start, Savoy Head Start, Urbana Head Start, Classroom: CECC-<none>, CECC-172, CECC-173, Rantoul-107, Rantoul-108, Rantoul-109, Rantoul-109 PM, Rantoul-110 AM, Rantoul-110 PM, Savoy-<none>, Savoy-3, Savoy-4, Savoy-5AM, Savoy-5PM, Savoy-6, Savoy-7AM, Savoy-7pm, Savoy-8AM, Savoy-8PM, Urbana-<none>, Urbana-MQ Brady, Urbana-MQ Brown, Enrollment Status: Enrolled, Terminated, Completed

REPORT GRAND TOTAL			Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Attendance	Present	4,672	1,188	941	991	798	754	0	0
	Absent	1,179	369	234	254	139	183	0	0
	Excused	0	0	0	0	0	0	0	0
	Unexcused	0	0	0	0	0	0	0	0
	Not Scheduled	7	6	1	0	0	0	0	0
	No Class	0	0	0	0	0	0	0	0
	Best Interest	0	0	0	0	0	0	0	0
	Not Specified	2	0	1	1	0	0	0	0
Participant Meals - No Reimbursement	Breakfast	70	19	14	13	12	12		
	AM Snack	0	0	0	0	0	0		
	Lunch	71	20	14	13	12	12		
	PM Snack	68	19	14	13	12	10		
	Supper	0	0	0	0	0	0		
Participant Meals - Partial Reimbursement	Breakfast	70	15	19	14	12	10		
	AM Snack	0	0	0	0	0	0		
	Lunch	104	24	24	24	18	14		
	PM Snack	80	17	19	19	14	11		
	Supper	0	0	0	0	0	0		
Participant Meals - Full Reimbursement	Breakfast	3,275	820	691	682	550	532		
	AM Snack	0	0	0	0	0	0		
	Lunch	4,428	1,129	888	930	763	718		
	PM Snack	3,219	824	634	691	559	511		
	Supper	0	0	0	0	0	0		
Participant Meals - Reimbursement Unknown	Breakfast	0	0	0	0	0	0		
	AM Snack	0	0	0	0	0	0		
	Lunch	0	0	0	0	0	0		
	PM Snack	0	0	0	0	0	0		
	Supper	0	0	0	0	0	0		
Non-Participant CACFP Meals	Breakfast	762	186	167	166	121	122	0	0
	AM Snack	0	0	0	0	0	0	0	0
	Lunch	925	233	190	203	144	155	0	0
	PM Snack	705	189	142	158	107	109	0	0
	Supper	0	0	0	0	0	0	0	0
Non-Participant Non-CACFP Meal Counts	Breakfast	0	0	0	0	0	0	0	0
	AM Snack	0	0	0	0	0	0	0	0
	Lunch	0	0	0	0	0	0	0	0
	PM Snack	0	0	0	0	0	0	0	0
	Supper	0	0	0	0	0	0	0	0

Champaign County Head Start Program Information Report  
 Family Services for March 2008  
 Submitted by Kari May, Family Services Manager  
**Head Start**

Family & Community Partnerships	
<b>Number of Families</b>	
Total number of Head Start Families	417
Of the total number of families, the number of two-parent families	90
Of the total number of families, the number of single-parent families	327
<b>Employment</b>	
Of the number of two-parent families, the number of families which:	
Both parents /guardians are employed	11
One parent/guardian is employed	35
Both parents/guardians are not working (unemployed, retired, disabled)	7
Of the number of single-parent families, the number of families in which:	
The parent/guardian is employed	160
The parent/guardian is not working (unemployed, retired, disabled)	38

<b>Job Training/School</b>	
Of the number of two-parent families, the number of families which:	
Both parents/guardians are in job training or school	3
One parent/guardian is in job training or school	11
Neither parent/guardian is in job training or school	76
Of the number of single-parent families, the number of families which:	
The parent/guardian is in job training or school	39
The parent/guardian is not in job training or school	288

<b>Education</b> Of the number of families, the highest level of education by the child's parent(s)/guardian(s)	
Less than high school graduate	29
High school graduate or GED	104
Some college, vocational school, or an Associate Degree	116
Bachelor's or advanced degree	15

<b>Federal or Other Assistance</b> The number of families receiving any cash benefits or other services under the TANF program	2
Total families receiving Supplemental Security Income (SSI)	29

<b>Family Partnership Process</b> Total families participating in a family goal setting process which results in an individualized family partnership agreement	153
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<b>Family Services</b> Report the number of families who received the following serviced during the operating period	Through Head Start or through referrals
Emergency/crisis intervention (meeting immediate needs for food clothing or shelter)	43
Housing assistance (subsidies, utilities, repairs, etc.)	23
Transportation assistance (subsidized public transportation, driving parents to Policy Council meetings)	70
Mental Health services	10
English as a Second Language (ESL) training	4
Adult Education (GED programs, college selection)	16
Job training	14
Substance abuse prevention or treatment	2
Child abuse and neglect services	3
Domestic Violence services	3
Child support assistance	6
Health Education (including prenatal education)	83
Assistance to families of incarcerated individuals	1
Parenting education	46
Marriage education	1
Number of families that received at least one of the services listed above	173

<b>WIC Participation</b> Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	173
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<b>Father Involvement</b> Does your program have organized and regularly scheduled activities designed to involve fathers/father figures in Head Start	
The number of enrolled children whose fathers/father figures participated in these activities	

<b>Services to Homeless Families</b> The total number of homeless families served during the enrollment year	5
The total number of homeless children served during the enrollment year	7
The total number of homeless families who acquired housing during the enrollment year	1

Champaign County Head Start Program Information Report  
 Family Services for March 2008  
 Submitted by Kari May, Family Services Manager  
**Early Head Start**

Family & Community Partnerships	
<b>Number of Families</b>	
Total number of Early Head Start Families	111
Of the total number of families, the number of two-parent families	26
Of the total number of families, the number of single-parent families	85
<b>Employment</b>	
Of the number of two-parent families, the number of families which:	
Both parents /guardians are employed	2
One parent/guardian is employed	9
Both parents/guardians are not working (unemployed, retired, disabled)	5
Of the number of single-parent families, the number of families in which:	
The parent/guardian is employed	28
The parent/guardian is not working (unemployed, retired, disabled)	2

<b>Job Training/School</b>	
Of the number of two-parent families, the number of families which:	
Both parents/guardians are in job training or school	0
One parent/guardian is in job training or school	4
Neither parent/guardian is in job training or school	22
Of the number of single-parent families, the number of families which:	
The parent/guardian is in job training or school	26
The parent/guardian is not in job training or school	59

<b>Education</b>	
Of the number of families, the highest level of education by the child's parent(s)/guardian(s)	
Less than high school graduate	27
High school graduate or GED	21
Some college, vocational school, or an Associate Degree	16
Bachelor's or advanced degree	5

<b>Federal or Other Assistance</b>	
The number of families receiving any cash benefits or other services under the TANF program	3
Total families receiving Supplemental Security Income (SSI)	6

<b>Family Partnership Process</b>	
Total families participating in a family goal setting process which results in an individualized family partnership agreement	32

<b>Family Services</b>	
Report the number of families who received the following serviced during the operating period	Through EHS or through referrals
Emergency/crisis intervention (meeting immediate needs for food clothing or shelter)	29
Housing assistance (subsidies, utilities, repairs, etc.)	3
Transportation assistance (subsidized public transportation, driving parents to Policy Council meetings)	8
Mental Health services	17
English as a Second Language (ESL) training	3
Adult Education (GED programs, college selection)	2
Job training	1
Substance abuse prevention or treatment	17
Child abuse and neglect services	2
Domestic Violence services	1
Child support assistance	16
Health Education (including prenatal education)	35
Assistance to families of incarcerated individuals	0
Parenting education	38
Marriage education	1
Number of families that received at least one of the services listed above	46

<b>WIC Participation</b> Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	59
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<b>Father Involvement</b> Does your program have organized and regularly scheduled activities designed to involve fathers/father figures in Early Head Start	
The number of enrolled children whose fathers/father figures participated in these activities	

<b>Services to Homeless Families</b> The total number of homeless families served during the enrollment year	2
The total number of homeless children served during the enrollment year	2
The total number of homeless families who acquired housing during the enrollment year	0

**Champaign County Head Start/Early Head Start  
EHS Health Report 3-13-08  
Brandi Granse  
Special Services Manager**

<b>Enrollment</b>	<b>Total Program Yr</b>	<b>Total Current</b>	<b>Withdrawn</b>
EHS Children only - excludes Pregnant Mothers	89	76	13

<b>Insurance Status</b>	<b>Total Enrollment</b>	<b># of Children</b>	<b>%</b>
Medicaid	89	81	91.01%
Private	89	13	14.61%
No Insurance/Not Marked	89	11	12.36%

<b>Dental Home</b>	<b>Total Enrollment</b>	<b># of Children</b>	<b>%</b>
	89	83	93.26%

<b>Medical Home</b>	<b>Total Enrollment</b>	<b># of Children</b>	<b>%</b>
	89	82	92.13%

<b>Medical Information</b>	<b>Total Enrollment</b>	<b>Complete</b>	<b>%</b>	<b>Partially Complete</b>	<b>%</b>
Complete Medical Screenings - PIR	89	42	47.19%	42	47.19%

*All infants and toddlers need to have their well child exams up-to-date as well as having the required blood screenings, growth & nutrition assessment on-file in order for the PIR to count the children as up-to-date on all medical screenings.*

<b>Immunization Status</b>	<b>Total Enrollment</b>	<b>Complete</b>	<b>%</b>	<b>Incomplete/Not Marked</b>	<b>%</b>
Complete	89	38	42.70%	11	12.36%
Up to Date	89	6	6.74%		
Overdue	89	33	37.08%		
Exception Waiver	89	1	1.12%		

**Champaign County Head Start/Early Head Start  
EHS Health Report 3-13-08  
Brandi Granse  
Special Services Manager**

Health Requirement	Total Enrollment	Complete	%	Currently Due	%	Past Due	%	Of those Due Not Age Eligible	%	Of those Due Consent Not Given	%
Growth Assessment - Done every 6 months	89	83	93.26%	18	20.22%	5	5.62%	NA			
Hemoglobin - Done between 9 & 12 months	89	69	77.53%	16	17.98%	4	4.49%	6	6.74%	3	18.75%
Lead - Done at 12 & 24 months	89	68	76.40%	35	39.33%	6	6.74%	6	6.74%	8	17.00%
Nutrition Assessment	89	76	85.39%	8	8.99%	5	5.62%	NA			
Professional Dental/Oral Exam/Oral Screening	89	76	85.39%	13	14.61%	0	0.00%	NA			
Preventive Care - Cleaning & Fluoride	89	59	66.29%	7	7.87%	0	0.00%	6	6.74%		
Tuberculosis - As Medically Necessary	89	58	65.17%	26	29.21%	0	0.00%	NA		5	20.00%
Well Child Exam - 8wks to 36mo	89	76	85.39%	129	NA	36	40.45%	NA			

Infants and toddlers are required to have several well child exams their first two years of life to maintain an up-to-date status.

Birth to 2 weeks 18 months to 24 months

1 month to 2 months 6 months to 9 months

2 months to 4 months 9 months to 12 months

4 months to 6 months 12 months to 15 months

15 months to 18 months

Dental Information	Total Enrollment	TX Needed	%	TX Complete	%	TX In Progress	%
Dental Treatment	89	4	4.49%	2	50.00%	2	

Dental Information	Total Enrollment	TX Needed	%	# Needing Treatment Complete	%	# Needing Treatment In Progress	%	# Needing Treatment Not In Process	%
Dental Treatment	89	4	4.49%	2	50.00%	2	50.00%	0	0.00%

**Number of children receiving services (entered after 9/1/07)**

Incomplete/Not Marked means child's results have not been entered yet due to being a new enrollment.

45 Day Requirements	Total Enrollment	Complete	%	Incomplete/Not Marked	%
Developmental Screenings	42	32	76.19%	10	23.81%
Social/Emotional Screenings	42	30	71.43%	8	19.05%
Hearing Screenings	42	32	76.19%	10	23.81%
Vision Screenings	42	32	76.19%	10	23.81%

Champaign County Head Start/Early Head Start  
 EHS Health Report 3-13-08  
 Brandi Granse  
 Special Services Manager

**Number of children receiving services (entered after 9/1/07)**

(Incomplete/Not Marked means child's results have not been entered yet due to being a new enrollment.)

90 Day Requirements	Total Enrollment	Complete	%	Incomplete/Not Marked	%	Not Age Eligible	%
Growth Assessment	42	36	85.71%	6	14.29%	NA	
Hemoglobin	42	23	54.76%	13	30.95%	6	14.29%
Lead	42	30	71.43%	6	14.29%	6	14.29%
Nutrition	42	27	64.29%	15	35.71%	NA	
Professional Dental/Oral Exam	42	32	76.19%	10	23.81%	NA	
Preventive Care - Cleaning & Fluoride	42	20	47.62%	16	38.10%	6	14.29%
Tuberculosis	42	21	50.00%	21	50.00%	NA	
Well Child Exam - 8 weeks-36 months	42	42	100.00%	0	0.00%	NA	

Infants and toddlers are required to have several well child exams their first two years of life.

Birth to 2 weeks

**Disabilities Information**

Diagnosed Disabilities	Current Enrollment	# of Children	%	Total Enrollment	# of Children	%
Autism	76	0	0.00%	89	0	0.00%
Blind/Visually Impaired	76	0	0.00%	89	0	0.00%
Deaf/Hearing Impaired	76	0	0.00%	89	0	0.00%
Developmentally Delayed	76	6	7.89%	89	5	5.62%
Health Impairment	76	0	0.00%	89	0	0.00%
Multiple Disabilities	76	0	0.00%	89	0	0.00%
Orthopedic Impairment	76	1	1.32%	89	1	1.12%
Speech/Language	76	2	2.63%	89	2	2.25%
Traumatic Brain Injury	76	0	0.00%	89	0	0.00%
<b>Total</b>	76	9	11.84%	89	9	10.11%



## CHAMPAIGN COUNTY MENTAL HEALTH BOARD

### CHAMPAIGN COUNTY BOARD FOR CARE AND TREATMENT OF PERSONS WITH A DEVELOPMENTAL DISABILITY

## MEMORANDUM

DATE: May 5, 2008  
MEMO TO: Champaign County Board – Justice and Social Services Committee  
FROM: Peter Tracy, Executive Director  
SUBJECT: Quarter Cent For Public Safety Post Detention Program – Status Report

#### Quarter Cent Administrative Meeting

The Quarter Cent Administrative Team will meet on May 5, 2008 at 9:30am and will be discussing the following agenda items:

1. Third quarter reports from providers and analysis of trends and performance
2. Care coordination/ family engagement – Update from Project ACCESS concerning implementation of strategies to improve care coordination and engagement of families involved in the Juvenile Detention Center pilot.
3. Juvenile Delinquency Alternatives Initiative (JDAI) visit to Champaign County – The group will discuss planning for a meeting with representatives from JDAI concerning inclusion of Champaign County as part of this program.
4. Data base management – This item will review procedures concerning coordination of information between Project ACCESS partners and Court Services.
5. Mental Health Screening Conference Planning – This conference is scheduled for June 5, 2008 at Parkland College and is sponsored by the MacArthur Foundation Models for Change Project, the Illinois Children's Mental health Partnership, Project ACCESS, and Parkland College. Stuart Broz of CUAP has been working on the agenda which will include a presentation by the Peer Ambassadors several panels. The conference is intended for probation officers, court services, law enforcement, school resource officers, Project ACCESS partners and school staff.

#### Substance Abuse and mental Health Services Administration (SAMHSA) Application

Our SAMHSA Children's Initiative system of care application was received and accepted for review. We do not anticipate hearing about their decision until sometime this summer. Keep your fingers crossed.

#### Project Monitoring and Juvenile Justice Related Activities

The following is a summary of monitoring activities and coordination of services for youth involved with the Juvenile Detention Center (JDC) and other Quarter Cent for Public Safety programming completed by Ms. Jonte Rollins, Delinquency Prevention Specialist.

#### Quarter Cent for Public Safety Juvenile Post Detention Program

### Third Quarter Program Target Updates

(Based off Quarter Cent/Mental Health Board Funded Agencies Compiled Quarterly Data Chart)

<b>CSE-Community Service Event</b>
<b>SC-Service Contacts/Screening Contacts</b>
<b>NTPC-Non Treatment Plan Clients</b>
<b>TPC-Treatment Plan Clients</b>

	<u>CSE</u>	<u>SC</u>	<u>NTPC</u>	<u>TPC</u>	<u>Project ACCESS Enrollment Requirements</u>
<i><b>A Woman's Fund</b></i>	Exceeds Quarterly Target	Exceeds Quarterly Target	Exceeds Quarterly Target	Quarterly Target Not Met	Fulfilled
<i><b>Best Interest of Children</b></i>	Exceeds Quarterly Target	Exceeds Quarterly Target	N/A	Exceeds Quarterly Target	Fulfilled
<i><b>Champaign County Regional Planning Commission</b></i>	Quarterly Target Not Met	Exceeds Quarterly Target	Quarterly Target Not Met	Quarterly Target Not Met	Fulfilled
<i><b>Don Moyer Boys &amp; Girls Club</b></i>	Exceeds Quarterly Target	Exceeds Quarterly Target	Exceeds Quarterly Target	N/A	Fulfilled
<i><b>Mahomet Area Youth Club</b></i>	Quarterly Target Not Met	Quarterly Target Not Met	Quarterly Target Not Met	N/A	Not Fulfilled
<i><b>Mental Health Center</b></i>	Exceeds Quarterly Target	Exceeds Quarterly Target	Exceeds Quarterly Target	Exceeds Quarterly Target	Fulfilled

(Narratives and comments provided by program coordinators on reports)

#### AWF

*CSE-* March 6<sup>th</sup> Parkland Cyber Bully Seminar

March 9<sup>th</sup>-12<sup>th</sup> Juvenile Conference in St. Louis

March 31<sup>st</sup> Rantoul Comprehension Community Council Meeting

*SC-* 24 contacts were made with youth and/or parent by phone or face to face. 13 cpmtacts were NTPC, and 11 were from cases listed as Other (described below).

*NTPC-* Youth where contact was made, but all station adjustment check-ins are done by police officers (per parent's request)

*Other-* 2 youth listed as Other are 1 youth who received services after case closed and another youth who received services from last quarter and this quarter.

## **BIOC**

The two CSE's were the Children's Health and Wellness expo held on 2/9/08 (we had a display table set up) and on 2/26/08 we talked with the Illini Christian Children's Home about our services and also what type of services they offered. We had four Family Conferences and closed six cases. Of the six, three were never opened because they didn't follow through after referral was made and one was closed because he is continuing to stay at Cunningham Children's Home, one moved and turned 18, and one was no longer interested because probation was over and they felt the situation had stabilized.

## **CCRPC**

It should be noted that these numbers reflect clients enrolled in Project A.C.C.E.S.S. The new NTPC are youth that have not been mediated yet. The new TPC are youth that have mediated and are enrolled in Project A.C.C.E.S.S. The section marked OTHER refer to youth that were sent back or were not able to secure a mediation agreement.

## **DMBGC**

There have been six new referrals received since second quarter: five from Project Access and one from Urbana Police Department, for potential new NTPC's. Referrals have also been received for previously non-responsive clients, who would not be recounted as new referrals, yet would upon engagement be counted as a new NTPC. For the third quarter, there were 32 CSE's, in addition to the 51 CSE's from the first and second quarter, which are listed in the report. There were 881 additional SC's in the third quarter to the 1583 from the first and second quarters. These included daily face-to-face with our youth, only previously counted through program attendance summaries. This quarter, 4 new NTPC's completed intake & orientation in addition to the 11 from first and second quarter. All four have begun day and/or evening direct service reporting upon acceptance into the program. It was projected that JUMP would have 13 continuing NTPC's in 07-08 for completion, four youth have completed the program (one in the first quarter and three in the second). With the referrals of previously non-responsive clients and/or inactive clients becoming active clients, these numbers will continue to increase. At present, the count of continuing NTPC's is 16. Although the count of new NTPC's is currently 15, it is still intended that JUMP meet a goal of 40 target new NTPC's for the 07-08 grant cycle. There have been thirteen families/youth who have expressed interest in the program and have been classified as deferred, pending release from detention and further communication with the family. Staff are working to engage these youth in addition to more of the anticipated referrals from current source providers.

## **MAYC**

With a change of administration and staff attrition at the Mahomet Area Youth Club, the number of administrative staff dedicated to Project Second Chance was reduced from 4 to 3 without compromising the overall program. The change also provided an opportunity for staff to meet with Jonte' Rollins, Delinquency Prevention Specialist to discuss contract compliance, MAYC's self-initiated program evaluation and future program expectations. Within the time period of January 1, 2008 to March 31, 2008, Project Second Chance has been referenced or discussed by MAYC staff at the:

- ❑ United Way Annual Meeting
- ❑ Annual Dinner for the Mahomet Area Youth Club
- ❑ Women's Executive Meeting in Champaign
- ❑ Women's Club of Mahomet
- ❑ Social Service meeting with the Mahomet Area school social workers.

In addition to referencing the program at all community service events or with service contacts, MAYC staff has created a draft brochure for the program to distribute to interested parents, community and civic leaders.

With respect to program referrals, MAYC staff meets and speaks with law enforcement agencies periodically to encourage referrals to the program. Unfortunately, the types of crimes committed by teens have resulted in adult/felony charges brought against the individuals and referrals to the program were understandably deemed unacceptable.

**MHCC**

*CSE*-The 7 events reported included attendance at 1 Mental Health Board COW meeting; 3 CFAT meetings, and 3 care coordinators task group meetings.

*SC*-each contact made with a client, the client's family, other service providers, court officials, etc in service provision to NTPC and TPC. The contacts also include the number of contacts made in provision of the JDC groups.

*NTPC*-includes youth that were screened upon intake to detention; provided information about Project Access; or assigned to JJCC and the family was initially engaged in services, have just been open to services, or attempts were made to engage the clients. This also includes youth provided group services who were not captured in the other categories listed above.

*TPC*-3 new TPC were added during this quarter. JDC referred all of the 3 new TPC.

*Other Information*-6 youth were assigned to MHJJ; all were eligible for MHJJ services.

**Third Quarter Project ACCESS JDC Pilot Program Report**

<b>Agency Assignments</b>	<i>Agency/Program</i>	<i>January</i>	<i>February</i>	<i>March</i>	<i>3<sup>rd</sup> Qtr. Total</i>	<i>2<sup>nd</sup> Qtr. Total</i>	<i>1<sup>st</sup> Qtr. Total</i>	<i>FY08 Total</i>
	BIOC	1	2	3	6	7	12	25
	CCDOP	2	1	2	5	3	1	9
	DMBGC-JUMP	3	3	0	6	7	8	21
	FAP	0	2	1	3	4	0	7
	MHCC-CC	2	0	1	3	1	2	6
	MHCC-JJCC	2	2	0	4	9	25	38
	PCHS	4	0	0	4	14	6	24
	SASS	0	2	1	3	6	5	14
	<b>Total Assigned Youth</b>	<b>14</b>	<b>12</b>	<b>8</b>	<b>34</b>	<b>51</b>	<b>59</b>	<b>144</b>
<b>Otherwise Connected Youth</b>								
	Project ACCESS	4	7	6	17	29	7	26
	MHCC-MHJJ	1	3	3	7	11	8	16
	DCFS	4	2	7	13	15	10	21
	Engaged in TX	0	0	0	0	1	4	5
	IDOJJ	4	3	2	9	9	7	14
	<b>Total Otherwise Connected Youth</b>	<b>13</b>	<b>15</b>	<b>18</b>	<b>46</b>	<b>65</b>	<b>36</b>	<b>147</b>
<b>Youth Not Assigned</b>								
	Mailing	0	0	1	1	4	7	14
	O/O County	2	1	0	3	7	5	18
	Declined	2	0	0	2	6	5	14
	Case Dismissed	0	0	0	0	1	0	2
	<b>Total Youth Not Assigned</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>6</b>	<b>18</b>	<b>17</b>	<b>41</b>
<b>Total # of Youth Discussed</b>		<b>31</b>	<b>28</b>	<b>27</b>	<b>86</b>	<b>134</b>	<b>112</b>	<b>332</b>

During the period of January 1, 2008 and March 31, 2008 a total of 83 admissions took place at JDC (duplicated). There were a total of 86 (duplicated)/ 72 (unduplicated) youth discussed at weekly JDC assignment meetings. There were 12 assignment meetings held.

40% of youth were initially connected to Project ACCESS System of Care Agency Partners to provide services or service linkage.

53% of youth were otherwise connected to service providers or systems. (Project ACCESS /MHJJ / DCFS/IDOJJ/substance abuse treatment)

Only 1% of youth and families declined Project ACCESS System of Care services.

A list of youth that have been referred for detainment but not admitted to JDC is supplied to the Delinquency Prevention Specialist weekly. Project ACCESS introduction letters and brochures were sent to 34 families of youth who were released without detention from JDC or released prior to speaking to a Project ACCESS Care Coordinator.

#### **Delinquency Prevention Specialist Activity- April, 2008**

**April 3, 2008:** Ms. Rollins attended a Regional Office of Education Truancy Review Board Meeting.

**April 5, 2008:** Ms. Rollins presented a workshop for the Society of African American Professionals Midwest Region Professional Development Seminar in Schaumburg, IL. The presentation focused on systems of care, agency collaboration, family-centered/ youth-guided services, and cultural competency. Ms. Rollins also spoke about Project A.C.C.E.S.S. efforts in Champaign County.

**April 8, 2008:** Ms. Rollins met with Connie Kaiser (JDC Superintendent) to address concerns regarding care coordination provided to JDC youth.

**April 9, 2008:** Ms. Rollins met with Shavion Scott (JUMP Coordinator) to discuss strategic planning for the program on-going staff development.

**April 15-17, 2008:** Ms. Rollins along with the rest of CUAP staff attended the Annual Illinois Council of Area Projects Staff Development Conference in Springfield, IL.

**April 19, 2008:** Ms. Rollins presented a workshop at the Peer Ambassadors Youth Summit on community/teen relationships and how youth, adult community members, and service providers can work together to address these issues.

**April 23, 2008:** Ms. Rollins and Connie Kaiser presented to a University of Illinois MSW class on Project A. C.C.E.S.S. pilot program and systems of care.

**April 24, 2008:** Ms. Rollins attended a Restorative Justice providers meeting held at the Cook County Juvenile Center.

**April 25, 2008:** Ms. Rollins attended a Care Coordination Working Group meeting held at the CUPHD.

**April 28, 2008:** Ms. Rollins chaired a meeting to discuss a Project A.C.C.E.S.S. social marketing event focusing bridging the gap between community youth and juvenile justice officials.

Ms. Rollins along with CUAP staff provided brochures containing information on juvenile justice in Illinois, Project A.C.C.E.S.S., and CUAP services at the Champaign Unit 4 Community Resource Fair held at Douglas Center. Project A.C.C.E.S.S. was one of the co-sponsors for this event.

Champaign County Nursing Home  
Justice and Social Services Committee  
Monthly Report  
April, 2008

The warm days of spring bring a celebration at the CCNH. National Nursing Home Week starts on Mother's Day May 11<sup>th</sup>. The event is a long-standing tradition of the American Healthcare Association, celebrated by nursing homes across the country. We have the good fortune of a recent birthday to add to the excitement as the one year anniversary of the new building was on February 28<sup>th</sup>.

Our one-year anniversary and the general celebration is always a great time to bring together families, friends, volunteers, staff, and residents for some much needed time outdoors. You will receive notice and invitations for CCNH events occurring that week. If you want to spend some time rubbing elbows with Champaign County's best and brightest, here is your chance to hang out with the folks who live at the Champaign County Nursing Home.

Update Information

- We have a recommendation for the prime food vendor contract. That recommendation will go the Policy Committee in May. The new contract protects Champaign County from food price increases, limiting increases to the inflation rate for the next two years.
- The software RFP is published and in progress. We hope to select a software system in June to replace our nearly defunct existing system. The new software is our best defense against fluctuating Medicaid reimbursement as it electronically tracks what we should receive, and allows us to immediately reconcile resident acuity to payment.
- Brainstorming sessions yielded over 100 new ideas for how we can decrease expenses or increase revenue. The collection will become part of an action plan that separates those items that can be pursued from those that cannot. We will provide the Board of Directors the list of items in the near future.

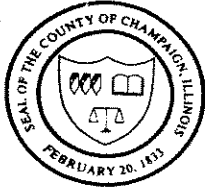
Initiatives

- One of the brainstorming ideas was to set up a fund for CCNH employees who want to pursue a nursing degree. Thanks to Alan Nudo who connected us with the Parkland Foundation. They agreed to host the fund. We hope to establish the details of a nursing scholarship program in the near future.
- Our inventory billing system was non-functional for several years, but returns for the June billing cycle. Effective June 1<sup>st</sup> the billable items used by residents and patients will be captured and billed. A letter notifying families and residents of this re-energized program goes out soon.
- Several County Board members and I met with Representative Naomi Jakobson and a representative from Senator Mike Frerichs office to discuss the recent

*In service to the residents of the Champaign County Nursing Home, their families, friends, and everyone whose lives they have touched, we respectfully submit this report.*

Medicaid reductions. Representatives report that they have received no useful information following calls to the Department of Healthcare and Family Services, but will continue the effort to increase our funding.

*In service to the residents of the Champaign County Nursing Home, their families, friends, and everyone whose lives they have touched, we respectfully submit this report.*



**CHAMPAIGN COUNTY CIRCUIT COURT**  
**101 EAST MAIN STREET**  
**URBANA, ILLINOIS 61801**

**IMPORTANT DIRECTIONS FOR MARKING ANSWERS & SIGNING THIS FORM. USE EITHER A NO. 2 PENCIL OR BLACK OR BLUE INK PEN.**

**FOR OFFICIAL USE**  
**JURORS: PLEASE DO NOT WRITE IN THIS SPACE**

IS YOUR NAME AND PERMANENT ADDRESS CORRECT  YES  NO  
 IF "NO", MAKE CORRECTIONS ON REVERSE SIDE

FILL OUT FORM ON HARD SURFACE  
 MAKE HEAVY DARK MARKS  
 ERASE ANY CHANGES COMPLETELY  
 MAKE NO STRAY MARKS  
 DO NOT WRITE IN MARGIN OR IN OFFICIAL USE ONLY AREAS

QUAL  
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 06091901

RIGHT   
 WRONG

**713910**

JUROR I.D.

**JUROR QUALIFICATION QUESTIONNAIRE**

**COMPLETE AND RETURN BY**

**01/19/2007**



**Trial by jury is a fundamental principle of our system of justice. Jury service is therefore both an opportunity and an obligation of every American citizen.**

Dear Prospective Juror:

This is a questionnaire, not a summons for jury service. Your name has been electronically drawn by random selection from a list of Champaign County residents. This questionnaire will assist the court in determining whether you are qualified to serve as a juror pursuant to state law.

If you are qualified to serve as a juror you will be summoned for jury duty at a later date.

Fill out the form completely and return it in the enclosed envelope by the date shown above. If you fail to return this form fully completed you will be summoned to court to complete this form. If you are unable to fill out the form, someone else may do it for you provided that person provides his or her name in the remarks section on the back.

Use only a number 2 pencil or a black or blue ink pen. Mark box completely as shown here ...

**SECTION A - QUALIFICATIONS**

	Yes	No
1. Are you at least 18 years of age?	<input type="checkbox"/>	<input type="checkbox"/>
2. Are you a United States Citizen?	<input type="checkbox"/>	<input type="checkbox"/>
3. Are you a resident of Champaign County?	<input type="checkbox"/>	<input type="checkbox"/>

If you answered no to any of these questions, you are not qualified to serve as a juror pursuant to state law. Do not answer the remaining sections of the questionnaire. Return the form in the enclosed envelope.

If you answered yes to all of these questions, complete the remainder of the form.

**SECTION B - EXEMPTIONS**

This section describes categories of persons who may be excused from service as a juror. You may be excused from jury service if any of the following categories apply to you. If you wish to be excused, mark the appropriate box below and provide details in the remarks section on the back.

- A person who has served as a grand or petit juror within the last (1) year. (Give name of court and court dates you served under remarks section on the back)
- A person who is essential to the care of an aged or infirm person. (Explain fully under the remarks section, list infirmity and relationship.)
- A person whose own age or health would not allow them to serve. (Explain fully under the remarks section on back)
- A person for whom jury service would constitute a severe hardship. (Explain fully under the remarks section on back)
- Other (Explain fully under the remarks section on back)

**I declare under penalty of perjury that all answers are true to the best of my knowledge and belief.**

SIGN HERE \_\_\_\_\_ DATE \_\_\_\_\_



# STATE OF ILLINOIS COUNTY OF CHAMPAIGN

Telephone (217) 384-8634

## SECTION C - SPECIAL ACCOMMODATIONS

Please mark the most convenient month for you to serve. We will try to accommodate your request. Mark only one (1) box.

- January     February     March     April     May     June  
 July     August     September     October     November     December     Anytime

Do you have any physical or mental disability that would prevent you from serving as a juror, or do you require any accommodations? If yes, please explain in detail in the remarks section below.  Yes     No

## SECTION D - BIOGRAPHICAL INFORMATION

Your answers to these questions will be provided to the court and parties should you be selected to serve as a juror.

1. Date of Birth: \_\_\_\_\_ 2. Number of Children: \_\_\_\_\_ 3. Sex  Female  Male
4. Marital Status  Single  Married  Widowed  Separated  Divorced
5. Education  High School  College  Other \_\_\_\_\_
6. Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_ Years There: \_\_\_\_\_
7. Spouse Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_ Years There: \_\_\_\_\_

- Ques 8-13*
- |  | Yes                      | No                       |  |
|--|--------------------------|--------------------------|--|
| 8. Have you or a close family member ever been involved in an automobile accident?           | <input type="checkbox"/> | <input type="checkbox"/> | Prior Jury Service:<br><input type="checkbox"/> Coroner<br><input type="checkbox"/> Civil<br><input type="checkbox"/> Criminal<br><input type="checkbox"/> Grand<br>Date of Service: _____ |
| 9. Are you a party to any lawsuit pending in this county?                                    | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 10. Are you or a close family member currently charged with committing any criminal offense? | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 11. Have you or a close family member ever been convicted of a criminal offense?             | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 12. Are you or a close family member on probation or parole?                                 | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 13. Have you or a close family member been a victim of crime?                                | <input type="checkbox"/> | <input type="checkbox"/> |  |

## SECTION E - CONFIDENTIAL INFORMATION

This information will be used by the court to contact you should you be selected to serve as a juror. This information will not be provided to the parties or public.

Home Phone Number: \_\_\_\_\_ Work Phone Number: \_\_\_\_\_

ADDRESS LINE 1

\_\_\_\_\_

ADDRESS LINE 2

\_\_\_\_\_

CITY

\_\_\_\_\_

STATE

\_\_\_\_\_

ZIP CODE

\_\_\_\_\_

## REMARKS

USE SPACE BELOW TO COMPLETE ANY ANSWERS TO THE QUESTIONNAIRE WHICH REQUIRE MORE INFORMATION OR MORE SPACE. SHOW THE NUMBER(S) OF QUESTIONS OR LETTER(S) TO WHICH YOU ARE FURTHER RESPONDING.


*Replies to Ques. 8-13 are not qualifications or disqualifications for jury service*

# PETIT JURY SUMMONS


STATE OF ILLINOIS COUNTY OF CHAMPAIGN

CHAMPAIGN COUNTY COURTHOUSE  
101 E. MAIN STREET  
URBANA, ILLINOIS 61801

BY ORDER OF THE SIXTH JUDICIAL CIRCUIT COURT, YOU ARE  
HEREBY SUMMONED TO APPEAR AT THE CHAMPAIGN COUNTY  
COURTHOUSE, JURY ASSEMBLY ROOM, IN THE CITY OF URBANA.  
LINDA S. FRANK, CLERK OF THE CIRCUIT COURT



**JUROR BADGE**



JUROR NO. 837378  
SUB-PANEL AUG1-46

YOUR REPORTING DATE IS:			
AUGUST	06	2007	9:15 AM
Month	Day	Year	Time



You will serve at the Champaign County Courthouse located at: 101 E. Main, Urbana, Illinois, 61801.

PLEASE READ THIS DOCUMENT FOR IMPORTANT DETAILS REGARDING JURY SERVICE

**FAILURE TO APPEAR FOR JURY SERVICE IS A CRIMINAL OFFENSE**  
Failure to comply with the instructions given in this Summons may result in the Court ordering the Champaign County Sheriff to compel your attendance.

### JURY TERM

The jury term in Champaign County is a one (1) week term during which both civil and criminal trials are conducted. You may be asked to report on any or all days of the term. Court holidays will normally be observed during the jury term. However, please be aware that it may be necessary to continue hearing a case on a holiday. When this occurs you will need to follow instructions provided by the Judge presiding over the trial.

Court hours vary depending upon the trial. Most trials will not start before 8:30 AM or go longer than 5:00 PM Monday through Friday. Please bring reading or writing materials to occupy your out of courtroom time.

There could be unusual situations where your service could extend longer than one (1) week.

### HARDSHIP EXCUSE

If the jury service for which you are summoned will result in undue hardship or extreme inconvenience because of grave illness in your family or a similar serious problem, and you want to request to be excused from jury service, you (or someone on your behalf) must appear before the Jury Commission prior to your report date. If you cannot serve during the time you were summoned but can serve at a later date, call 217-384-3767 and ask to be set over to that later date. You do not need to call or make an appointment to meet with the Jury Commission.

The Jury Commission meets on pre-set dates throughout the year at the Brookens Administrative Center. The Brookens Administrative Center is located at 1776 East Washington Street in Urbana, Illinois. All Jury Commission meetings will be held in Meeting Room 2 unless it is posted otherwise at Brookens. The Jury Commission meets from 9:00 AM until 1:00 PM.

### Jury Commission Date

Wednesday, August 22, 2007

Wednesday, September 19, 2007

If you plan to attend the Jury Commission, please use the Lierman Avenue entrance for easiest access.

Only Champaign County employees and attorneys may have cell phones in the Champaign County Courthouse.

BRING THIS FORM WITH YOU THE FIRST DAY OF JURY SERVICE  
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## IMPORTANT: CALL-IN INSTRUCTIONS FOR JURY SERVICE

Recorded Message Phone Number: (217) 384-8634

### RECORDED MESSAGE

Please report on the first day of jury service as noted on the upper right hand corner of the other side of this summons. You will then be informed when you will be required to report in person or to call 217-384-8634 to determine your service on any given day. Your jury service may begin the first day.

### LUNCH BREAK

Your lunch break is determined by the Judge if you are selected for a trial, otherwise a member of the Circuit Court staff will inform you of the time you are to return to the Courthouse. Please be prompt. You may dine at nearby restaurants or bring your own lunch.

### ATTIRE

Jurors should dress appropriately for the Courtroom. It is sometimes difficult to regulate the temperature to accommodate everyone, so you may want to bring a sweater in the event it is too cool. Shorts, tank-tops, and similar clothing are not appropriate Courtroom attire. Cell phones, beepers or other audio devices are not permitted in the Courtroom.

### JURY FEES

Juror per diem reimbursement is not intended as a daily wage and is fixed by County ordinance at \$10.00 per day for each day you are required to serve, plus mileage to and from your home. Some employers will continue to compensate their employees on jury duty in exchange for receiving the employee's jury service payment. Please discuss your employer's policy with your employer. You will receive a check approximately 3 to 4 weeks after your service is completed. The Jury Clerk can provide you documentation of your service if you wish.

### TRANSPORTATION AND PARKING

Please do not use marked rental parking facilities. Head in parking only. On the first day of jury service, park in one of the parking lots designated on the enclosed map. After reporting, you will receive a jury-term parking permit that must be displayed from your vehicle's rear view mirror during your jury service.

The Courthouse is also accessible via bus service. The Champaign-Urbana Mass Transit District has a bus stop located on the west end of the Courthouse. Please contact Champaign-Urbana MTD at 217-384-8188 for routes and schedules.

### COURTHOUSE SECURITY

The Champaign County Sheriff's Office has developed Courthouse security screening procedures. Please keep the following in mind:

- \* Only Champaign County employees and attorneys may bring cell phones inside the Courthouse.
- \* Jurors should arrive at least 15 minutes prior to their reporting time, there are often delays at the front door due to the volume of persons entering.
- \* Do not leave bags or other materials unattended. They may be confiscated. All bags and parcels will be screened. Please minimize your "carry-in" items.
- \* **The following are absolutely prohibited:**
  - Knives of any size, swords, razors and box cutters.
  - Firearms or ammunition of any kind.
  - Personal protection spray of any type (i.e. pepper spray, etc.) or aerosol spray.
  - Items perceived as threatening (i.e. manicure kits or scissors, laser pointers, etc.).
- \* Jurors will have to pass through metal detectors. Additionally, there may be inspection with metal detection wands and possible physical pat downs.
- \* Do not make jokes about security.
- \* Expect to see armed uniformed law enforcement officers and canine teams patrolling the Courthouse.
- \* You will be asked to drink any liquid brought in, best to bring unopened containers.
- \* You may be asked to open items for inspection. Be patient with increased security screening it is for your protection.
- \* Please minimize the amount of change and other metal objects you bring with you as this slows down the security process.
- \* Be prepared to remove coats, hats, belts and all other items except paper money from your pockets.

**Please place the enclosed temporary parking permit on the dashboard of your vehicle on the first day of jury service.**

**BRING THIS FORM WITH YOU THE FIRST DAY OF JURY SERVICE**