

# FY2020 Mid-Year Budget Review

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## Offices Under the President

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### Office of the President

#### **FY2020 Goal #1 Address the Digital Divide.**

##### ***Smart Communities (Public Infrastructure)***

The Office of the President has expedited the work of the Council on Digital Equity (CODE) to address the even more pressing need to address the digital divide due to COVID-19. As the world has moved to virtual meetings and learning, addressing digital inequity has become increasingly important. The Bureau of Technology applied for and received a grant from the State of Illinois to expand the Chicago Southland Fiber Network (CSFN), which will address lack of broadband infrastructure in the south suburbs. CODE will advise on this work and provide assistance to OUP to turn CSFN into a more robust and effective public ISP. This work aligns with the core value of advancing racial equity as outlined by the *Policy Roadmap*.

#### **FY2020 Goal #2 Advance Racial Equity.**

##### ***Policy Roadmap: Core Value of Equity***

Significant progress has been made to align the work of OUP with advancing racial equity. The Racial Equity Leadership Council (RELC) was formed in 2019 to oversee work to advance equity across Cook County government. The Core Team of RELC meets monthly, and four working groups have been formed to address data and outcomes, engagement, implementation and integration, and training and resources. A Director of Equity and Inclusion position was added to the Office of the President to lead RELC and the position was filled in June 2020. A Racial Equity Action Plan is expected to be completed by the end of Q4 2020.

#### **FY2020 Goal #3 Streamline Performance Management.**

##### ***Open Communities (Good Government)***

The performance management initiative has been streamlined and enhanced by folding performance management into the Office of Research, Operations and Innovation. Overseen by ROI, the initiative will now focus more intentionally on process improvements and efficiencies and using data to track outcomes. A cross-departmental Open Performance team was formed with the Office of the President, the Chief Data Officer in the Bureau of Technology, and ROI to facilitate all OUP departments revising their mission statements, developing mission-based KPIs, and implementing public department-level dashboards on the Open Data Portal. These dashboards will debut in July 2020. The Annual Performance Report for 2019 mandated by the Performance Management Ordinance has been re-envisioned and the improved format was submitted to the Board of Commissioners in June 2020.

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## **Justice Advisory Council**

**FY2020 Goal: Advocate for policies which decrease racial, ethnic, and socio-economic disparities in the criminal justice system.**

### ***Safe and Thriving Communities (Criminal Justice)***

In FY2020, JAC increased investments by \$1,750,000 in the south suburbs with two funding opportunities specifically for programs that aim to reduce or prevent youth violence, gun violence and domestic violence. JAC continued to implement sustainable reforms within the criminal justice system, invest in community-based services for communities and residents and work with public safety stakeholders to advocate for and leverage the resources necessary to reduce violence through a comprehensive set of strategies proven to increase safety.

## **Bureau of Finance**

**FY2020 Goal: Manage long-term debt in a fiscally responsible manner.**

### ***Open Communities: Good Government***

The Office of the Chief Financial Officer in the Bureau of Finance continues to manage the County's long-term debt in a fiscally responsible manner. By the end of the Fiscal year, the County intends to perform a debt issuance to replenish the County's revolving fund, per our goal. County's debt service is projected to increase by no more than 2% annually as a result of this issuance.

**FY2020 Goal: Systematically review and engage in aggressive negotiations with Cook County's service providers for Risk Management.**

### ***Open Communities: Good Government***

Contract #1618-15644 with ConnectYourCare, LLC provides for HFSA/DCFSA/HSA/Commuter Benefits for County employees. The vendor has offered a 10% reduction in Health Care and Dependent Care Flexible Spending Account fees and we have negotiated an optional expansion of the Commuter Benefits Program at a no rate change to the County. Joint procurement for Group Medical and other Benefits remains in progress. The 2020 addition of Magellan Employee Assistance Program (EAP) services for County employee utilization has proven prescient, with counseling and critical incident response services used across the County during these difficult times.

**FY2020 Goal: To increase the accessibility and transparency of financial information in Cook County by creating several new online tools for use by the general public.**

### ***Open Communities (Good Government)***

The FY2020 budget was released online as an interactive budget with drilldowns and improved functionality allowing residents of Cook County unprecedented access to easily digestible financial information about the county's revenues and expenditures. For the FY2021 budget, the Department of Budget and Management Services will further improve the user experience by implementing a Socrata-based data platform which will provide additional functionality for users as well as an enhanced visual experience.

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**FY2020 Goal: Enhance outreach to vendors.**

***Open Communities (Good Government)***

The Office of the Chief Procurement Officer (OCPO) is currently exclusively accepting electronic bids. During the early period of working at home, the Bureau of Technology (BOT) built a web form for OCPO to accept all electronic bids until iSupplier can be launched as the long-term electronic bidding platform and after OCPO staff is fully trained in iSupplier. With electronic bidding, the OCPO expects improved operational efficiencies for our office, less cost and time for vendors to submit bids, and potentially receipt of more bids. We have seen an increase in the average of number bidders per solicitation from roughly three per solicitation to five.

## **Bureau of Administration**

**FY2020 Goal: Increase brownfield assessments from 10 in 2019 to 20 in 2020.**

***Sustainable Communities: Environmental Sustainability***

18 assessments have been completed to date. This KPI is on track to perform better than targeted. To date, over 120 acres of brownfield sites have undergone reuse, planning, or redevelopment in the west suburbs, creating or retaining over 200 jobs. Through a new federal grant, the Department of Environment and Sustainability has received funding to assess 40 additional sites in the south suburbs between 2019 and 2021.

**FY2020 Goal: Further advance Invest in Cook projects through strategic partnerships and grant applications with a target of 34 projects in 2020.**

***Smart Communities (Public Infrastructure)***

30 Invest in Cook projects have been selected for the 2020 program. This fiscally constrained program will be presented for approval at the September 24, 2020 Board meeting. The number of applications received in 2020 (58) was lower than in years past as they did not include applications for projects within the City of Chicago. A parallel process is being undertaken through collaboration with City Commissioners and CDOT to advance Chicago neighborhood infrastructure improvements through District initiative projects alongside of the Invest in Cook Program.

## **Bureau of Human Resources**

**FY2020 Goal: To reach a goal of 75% for the percentage of candidates interviewed scoring 3.0 or higher on a scale of 5.0.**

***Open Communities (Good Government)***

Due to the COVID-19 pandemic, the number of highly qualified candidates interviewed have declined. The Bureau of Human Resources (BHR) projects the FY2020 year-end actual to be around 65%.

**FY2020 Goal: To ensure alignment with the growing diversity that our County as a whole reflects.**

***Open Communities (Good Government)***

BHR continues to send job notifications to organizations that have members of underutilized categories in order to attract and its outreach support a diverse, compassionate, high-quality workforce to improve the delivery of services to residents.

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**FY2020 Goal: Align job descriptions and salary bands with County compensation policies and department needs.**

***Open Communities (Good Government)***

For non-union positions, the compensation implementation can be prepared for FY2021. Information on union positions will be provided to the Labor Department for bargaining purposes.

## **Bureau of Technology**

**FY2020 Goal: Improve disaster recovery and business continuity.**

***Smart Communities (Public Infrastructure)***

The Bureau of Technology (BOT) is working with the Office of the Chief Procurement Officer toward Cook County's goal of having comprehensive disaster-recovery/business-continuity and hosting plans and capabilities. BOT is seeking business continuity plan development and disaster recovery implementation services for critical IT systems. BOT seeks to prepare for recovering data and continuing operations in the event that unforeseen, disruptive situations cause vital County services to go offline. BOT hopes to release a Request for Proposals this year.

**FY2020 Goal: Complete Business Impact Analysis.**

***Smart Communities (Public Infrastructure)***

BOT completed the process of identifying how resilient the County should be in case of disruptions using various impacts to justify planning efforts such as business continuity plan development and disaster recovery implementation for critical IT systems. The Business Impact Analysis (BIA) identified the impact on Cook County services if an unforeseen, disruptive event were to occur. The BIA included almost all Cook County agencies. Based on the information collected, business continuity and disaster recovery needs have been included in the Hosting RFP. As part of this project, BOT reviewed 71 services across 17 agencies and documented the most critical. BOT prioritized what services need to be immediately restored in case of a major disruption and which services have more flexibility.

## **Bureau of Economic Development**

**FY 2020 Goal: Create new institutional and financial capacity to collaboratively undertake coordinated, large-scale and long-term economic development through the South Suburban Economic Growth Initiative.**

***Vital Communities (Economic Development)***

The Southland Development Authority (SDA) launched in November 2019 with a robust board of directors and has begun operations. Due to the onset of COVID-19, its immediate focus has shifted to providing technical assistance to businesses and helping businesses identify resources to cope with the new business environment. As of July 9, the SDA has assisted 167 businesses apply for \$2.8M of funding. In addition, the SDA continues to develop plans for a Food Innovation Park and other specific industry specific programs. The SDA and the South Suburban Mayors and Managers Association have also secured \$400,000 to support initiatives by other organizations to advance equitable growth in the Southland on programs related to workforce, housing and economic development.

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**FY2020 Goal: Champion the importance of full participation in the census throughout Cook County.**

***Vital Communities (Economic Development)***

The 2020 Cook County Census Program is well underway, led in coordination with the program administrator, the William Everett Group, the and the Cook County Complete Census Commission. To meet its goal for a full count in 2020, the County is driving a comprehensive outreach strategy that includes a network of 84 grantees that have logged over 2,500 Census activities, ranging from Census events combined with distributions of PPE, food, and other needed supplies, posting and “boosting” Census messages on social media sites, phone banking, direct mailings, media buys and Census caravans. This outreach has been coupled with a strategic marketing and media campaign across multiple media channels. The County’s work has contributed to Illinois’ strong response rate of 66.8%, making it 7th in the nation. Currently the Cook County response rate is at 61.6%.

**FY 2020 Goal: Better leverage grant funding to increase resources for developing affordable housing and assisting businesses with expansion.**

***Vital Communities (Economic Development)***

The COVID-19 Pandemic forced the Department of Planning and Development (DPD) to learn new ways to leverage funds through the identification of additional external partners such as the Chicago Community Loan Fund, CEDA, HACC and IHDA. DPD launched a \$10M Community Recovery Loan Program for small businesses. DPD have enhanced its programs with new funding sources that will allow for the stabilization of an eco-system of social and economic support. Program goals are expanded to include technical assistance to end users.

## **Bureau of Asset Management**

**FY2020 Goal: Begin strategic planning and redevelopment of Oak Forest Campus.**

***Smart Communities: Public Infrastructure***

A contract was adopted by the Board of Commissioners on June 18, 2020 with CBRE, Inc., to determine the highest and best use of the Oak Forest Campus and provide the County with a source of revenue while preserving flexibility for future County needs.

**FY2020 Goal: Improve tenant satisfaction survey data collection and analytics.**

***Open Communities (Good Government)***

The Department of Facilities Management collaborated with the Bureau of Technology to administer a tenant satisfaction survey by facility, producing a quantitative analytics output to evaluate the satisfaction scores by facility at a granular level. The data will feed into the key performance indicator for tenant satisfaction.

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## **Auditor**

**FY2020 Goal: Expand information technology audit coverage.**

***Open Communities (Good Government)***

The Auditor is attempting to integrate aspects of information technology audits into all audits underway by educating current staff on what and how to conduct such testing.

## **Department of Human Rights and Ethics**

**FY2020 Goal: Increase operating capacity by filling two existing investigator positions and hiring a new Outreach/Training Coordinator.**

***Open Communities (Good Government)***

Due to COVID-19 and the resulting budget impacts, these positions have not yet been filled. The department still seeks to hire one investigator to expand operational capacity. Hiring of the investigator will be postponed until October 2020 to ensure the budget reduction target is satisfied.

# FY2020 Mid-Year Budget Review

## Year-End Revenue Projections (for revenue generating departments)

Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps.

2020 Revenue Projections	2020 Budget (Dec-May)	2020 Actuals (Dec-May)	FY20 YTD budget VS FY20 Actuals	
401130-Non Retailer Trans Use Tax	\$8,114,670	\$6,560,364	-\$1,554,306	-19%
401150-County Sales Tax	\$415,777,684	\$408,865,874	-\$6,911,810	-2%
401170-County Use Tax	\$39,323,517	\$34,284,959	-\$5,038,558	-13%
401190-Gasoline / Diesel Tax	\$46,184,744	\$39,938,700	-\$6,246,044	-14%
401210-Alcoholic Beverage Tax	\$17,495,108	\$18,275,252	\$780,143	4%
401230-New Motor Vehicle Tax	\$1,333,310	\$1,232,537	-\$100,773	-8%
401250-Wheel Tax	\$677,465	\$78,995	-\$598,470	-88%
401310-Off Track Betting Comm.	\$565,000	\$448,437	-\$116,563	-21%
401330-II Gaming Des Plaines Casino	\$4,417,613	\$3,499,231	-\$918,383	-21%
401350-Amusement Tax	\$21,079,899	\$13,304,716	-\$7,775,183	-37%
401370-Parking Lot and Garage Operation	\$23,140,613	\$17,386,512	-\$5,754,101	-25%
401390-State Income Tax	\$6,381,787	\$7,461,311	\$1,079,524	17%
401430-Cigarette Tax	\$48,224,078	\$42,688,183	-\$5,535,895	-11%
401450-Other Tobacco Products	\$3,265,687	\$3,125,720	-\$139,968	-4%
401470-General Sales Tax	\$1,529,378	\$1,489,225	-\$40,153	-3%
401490-Firearms Tax	\$657,305	\$878,965	\$221,660	34%
401530-Gambling Machine Tax	\$100,000	\$167,200	\$67,200	67%
401550-Hotel Accommodations Tax	\$12,862,429	\$8,894,794	-\$3,967,635	-31%
401570-Video Gaming	\$289,000	\$196,282	-\$92,718	-32%
401580-Cannabis Tax	\$0	\$17,162	\$17,162	-
401590-Sports Wagering Tax	\$73,477	\$0	-\$73,477	-100%
402300-Building and Zoning	\$1,768,870	\$1,450,096	-\$318,774	-18%
402350-Environmental Control	\$1,787,993	\$1,248,136	-\$539,857	-30%
402400-Highway Dept Permit Fees	\$541,005	\$803,938	\$262,933	49%
402450-Liquor Licenses	\$392,180	\$146,621	-\$245,559	-63%
403100-Supportive Services	\$4,490	\$1,135	-\$3,355	-75%
403210-Medical Examiner	\$1,448,482	\$1,525,459	\$76,977	5%
403280-Contract Compliance M/WBE Cert	\$21,359	\$24,000	\$2,641	12%
	<b>657,457,145.6</b>	<b>613,993,803.4</b>	<b>(43,463,342.2)</b>	<b>-7%</b>

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## Explanation of variances greater than 1% and \$1 million:

- The COVID-19 pandemic and associated shelter in place mandates have had a significant impact on the County's FY2020 revenues through mid-year.
- Non-Retailer Transaction Use Tax was \$1.5 million or 19.4% unfavorable to the year-to-date budget largely due to a decline in purchases of vehicles from non-retail locations in light of social distancing policies implemented state-wide towards the end of March 2020.
- County Use Tax Revenue is remitted with a 1-month lag and therefore represents 40 days of underlying transactions within the shelter in place period (phase 2 of the Restore Illinois Plan) between March 20<sup>th</sup> and the end of April. During this period a significant decline in automotive sales from retail dealers likely had a significant impact on Use tax revenues along with the County's policy to defer taxes on certain revenues under its COVID-19 Taxes, Fines, and Fees relief package. During this period use tax was \$5.0 million or 13% unfavorable to budget.
- Gasoline/Diesel Tax Revenue has also been significantly impacted, as retail Gas locations have experienced a decrease in revenues as consumers limit unnecessary travel in light of social distancing policies and travel restrictions. Additionally, the County's COVID-19 Taxes, Fines, and Fees relief packages were also extended to businesses that remit the gasoline and diesel tax.
- Amusement Tax has also been impacted by COVID-19. Under Phase 2 of the Restore Illinois Plan gatherings of more than 10 people were prohibited, leading up to the shelter in place order the NBA and other major sporting events began canceling events nationwide, contributing to decreases in amusement tax revenue. During the period indicated above Amusement, tax revenue was \$7.8 million or 37% unfavorable to budget on a year-to-date basis. The County's COVID-19 Taxes, Fines and Fees relief package was also extended to a business that remits the amusement tax.
- Parking Lot and Garage Operation were \$5.8 million or 25% unfavorable to budget during this period as shelter in place order kept the region's population indoors and away from their place of work and leisure. The parking lot and garage operations taxes are somewhat tied to travel (airport/hotel parking), while major sporting events and theaters also tend to be a large portion of the users of parking lot facilities. The County's COVID-19 Taxes, Fines, and Fees relief package were also extended to businesses that remit the Parking lot and Garage Operations Tax.
- Cigarette Tax revenues were \$5.5 million or 11% unfavorable to budget on a year-to-date basis This unfavorable variance can be also be partially attributed to social distancing policies The County's COVID-19 Taxes, Fines and Fees relief package as well as a higher than the anticipated impact of State legislation barring the sale of Cigarettes to anyone under the age of 21.
- Hotel Accommodations Tax has seen significant declines in revenue as a result of COVID-19 with hotel occupancy levels around the region and the nation falling to single-digit levels in light of social distancing policies. The County's COVID-19 Taxes, Fines and Fees relief package was also extended to a business that remits the Hotel Accommodations tax.
- In total, home rule taxes were \$43.4 million on a year-to-date basis and is expected to get worse before it gets better monthly. The COVID-19 pandemic and associated social distancing policies have had a devastating impact on the County's economy and associated revenues. To offset these unfavorable variances in the current fiscal year the county will need to draw upon several strategies including but not limited to reductions in expenditures, federal funding, economic development initiatives designed to accelerate the recovery, and the use of strategic general fund reserves.
- As part of the County's COVID-19 Economic Relief Package various environmental fees were waived, and due dates extended to provide relief during the pandemic.
- Administrative Hearings was shut down for four months due to COVID-19 resulting in less court costs revenue from cases adjudicated.

# FY2020 Mid-Year Budget Review

## I. FY2020 Year-End Expenditure Projections

*Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps.*

<b>Operating Expenses</b>	<b>FY 2020 YTD Budget</b>	<b>FY2020 YTD Actuals</b>	<b>\$ Variance</b>	<b>% Variance</b>
Personnel	\$64,242,025	\$59,165,633	\$5,076,393	9%
Contractual Services	\$4,915,052	\$4,085,347	\$829,705	20%
Supplies and Materials	\$1,539,334	\$1,883,688	\$(344,354)	-18%
Operations and Maintenance	\$4,781,151	\$4,203,964	\$577,187	14%
Capital Outlay Expenditures	\$217,316	\$531,315	\$(313,999)	-59%
Rental and Leasing	\$78,875	\$6,880	\$71,996	1047%
Contingencies and Special Purposes	\$(952,697)	\$367,007	\$(1,319,704)	-360%
<b>Total</b>	<b>\$74,821,057</b>	<b>\$70,243,834</b>	<b>\$4,577,223</b>	<b>7%</b>

<b>Operating Expenses by Office</b>	<b>FY 2020 YTD Budget</b>	<b>FY2020 YTD Actuals</b>	<b>\$ Variance</b>	<b>% Variance</b>
Chief of Asset Management	\$29,154,862	\$28,769,512	\$385,351	1%
Chief Administrative Officer	\$12,406,171	\$12,968,904	\$(562,732)	-4%
Chief Financial Officer	\$11,434,114	\$10,045,200	\$1,388,914	14%
Chief Information Officer	\$9,682,345	\$8,403,443	\$1,278,902	15%
Office of Economic Development	\$5,336,086	\$4,652,672	\$683,413	15%
Chief of Human Resources	\$2,976,866	\$2,299,902	\$676,964	29%
President (includes JAC)	\$2,076,874	\$1,796,587	\$280,287	16%
Administrative Hearings	\$730,214	\$514,183	\$216,031	42%
County Auditor	\$556,063	\$415,892	\$140,171	34%
Department of Human Rights and Ethics	\$467,461	\$377,540	\$89,921	24%
<b>Total</b>	<b>\$74,821,057</b>	<b>\$70,243,834</b>	<b>\$4,577,223</b>	<b>7%</b>

### Explanation of variances greater than 1% and \$1 million:

- Variances in personnel are due to delayed hiring, partially due to COVID-19 holdback measures.
- Variances in contingencies and special purpose funds are due to delayed reimbursements due to COVID-19.

# FY2020 Mid-Year Budget Review

## II. FY2020 Holdback Target

<b>Holdback Target</b>	<b>9,848,904</b>
<b>Amount of Holdback Achieved</b>	<b>10,692,975</b>

## III. FY2020 Contracts

<b>Vendor Name</b>	<b>Contract Purpose</b>	<b>Contract Amount</b>	<b>Contract Start Date</b>	<b>Contract End Date</b>
<b>See Attachment</b>				

## IV. Capital Equipment Updates

<b>Capital Equipment Project</b>	<b>Project Status (Not Started/Started/Delayed/Completed)</b>	<b>If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project</b>
<b>See Attachment</b>		

## V. COVID-19 Operational Impact

- Offices Under the President (OUP) was able to quickly pivot to working from home during the stay at home order, while still providing essential services to residents, businesses and other County offices. OUP has been able to work remotely and utilize the County’s cloud-based products including Microsoft Office 365 to maintain a high level of operational engagement.
- The Office of the President began a series of virtual equity town halls to engage residents throughout Cook County and communicate our response to COVID-19. This was our first effort to bring community engagement to a virtual platform, and the town halls have been well attended. We will continue to conduct these virtual town halls throughout 2020 and will also continue them after in-person engagement is acceptable—it provides greater accessibility to engagement, especially for those with disabilities or lack of transportation access.
- The Office of the President also produced the COVID-19 Response Plan: From Rapid Response to Equitable Recovery, to outline our work during the first months of the pandemic and prioritize our work moving forward. This plan aligns with all of the work currently underway through the Policy Roadmap.

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- As part of the rapid response phase, the Justice Advisory Council (JAC) collaborated with all the Cook County public safety stakeholders to depopulate the jail without any risk to public safety. COVID-19 exasperated the racial injustices in our criminal justice system that was holding non-violent offenders pre-trial due to low bonds that they could not afford. We were able to reduce the jail population by targeting those 65 years and older, pregnant women, non-violent low-level offenders with pre-existing health conditions and those with bails less than \$500 for expedited hearing and release as a response to COVID-19.
- COVID-19 revealed the lack of housing and supportive services for formerly incarcerated persons. The JAC, working with Cook County Department of Emergency Management and Regional Security, included returning residents in the Emergency Housing plan. This provided a needed resource for persons being released from Cook County Jail who were experiencing housing insecurity. In addition to any one in that targeted population that needed quarantine and isolation units, Cook County was able to provide that resource. This population was overlooked and screened out of facilities in the city of Chicago's COVID-19 emergency housing strategy. We would continue to address the gaps in housing for formerly incarcerated persons and include resources in our FY2021 budget for Returning Residents.
- In the rapid response phase, the Department of Risk Management made several adjustments to standard operations and the delivery of core employee services. These include:
  - Coordinated and communicated plan services including telehealth, COVID-19 testing, making changes to commuter benefits, relaxation of prescription fill requirements as well as free home delivery.
  - Expanded Employee Assistance Program support.
  - Allowed for health plan special COVID-19 enrollments for employees hired or experiencing a qualifying life event on or after the emergency declaration and who did not complete a timely enrollment.
  - Extended the claim submission grace period for 2019 Flexible Spending Account Health plan participants.
  - Provided current Health and Dependent Care 2020 Flexible Spending Account plan participations with an opportunity to re-elect benefits.
  - Extended deadlines for unpaid health arrearage/direct bill and COBRA statements.
  - Adopted Deferred Compensation plan amendments to allow expanded access to member funds.
  - Deferred health benefit dependent documentation requirements.
  - Provided additional training and support around Unemployment Insurance administration.
  - Developed workers compensation COVID-19 tracking and claims handling procedures in conjunction with the State's Attorney's Office and large employers.
- The Department of Budget and Management Services instituted an additional budgetary hold back to reduce expenditures within County offices to reflect economic conditions caused by the COVID-19 pandemic, mitigating impacts on taxpayers.
- As part of the COVID-19 Response Plan, County agencies can apply for reimbursement of COVID-19 related expenses eligible for reimbursement through one of the federal relief mechanisms including the FEMA Public Assistance Grant and the Coronavirus Relief Fund. This process will streamline the review of reimbursement requests to ensure eligibility of requested reimbursements and implement reimbursements to agencies relieving burdens on their general fund appropriations.

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- The Department of Emergency Management and Regional Security (EMRS) is responsible for coordinating the County's response to COVID-19, in coordination with other Emergency Management Agencies locally, and at the State and Federal levels. This includes resourcing, support and information sharing.
- The Medical Examiner's Office's regular operations are magnified in response to a public health crisis as all COVID-related deaths in Cook County flow through the Cook County Medical Examiner either by records review or full autopsy examination. In addition to COVID-19 deaths, the number of opioid and homicide deaths have increased this year, quadrupling the MEO's caseloads.
- Some of the activities that these two offices are managing together are:
  - Mass Fatality Planning including transportation logistics and storage (Surge Center)
  - Housing Logistics
  - Supply Logistics
  - Donation Management
- In anticipation of a second surge, it is critical that activities are evaluated as we continue to respond and prepare for the next wave.
- The Bureau of Administration's response to COVID-19 has been vast, including printing physical distancing signage for all offices countywide; providing transportation to the National Guardsmen through our Shared Fleet; ensuring pets of COVID-19 patients had shelter; communicating to the public through press conferences, ALERTCOOK and social media; partnering with EMRS and other offices to streamline the emergency purchasing process; and augmenting administrative support needs at the Emergency Operations Center.
- In response to all County facilities closing during the stay at home order, the Law Library launched a virtual reference platform. Patrons were able to email their inquiries to a centralized email address or call to leave a message for the reference department. Law Library staff worked with their vendors to provide free offsite temporary access to LexisAdvance and Westlaw Edge. The Law Library will maintain features of virtual reference requests as it supports their disability outreach initiative by reducing barriers to accessing library services.
- The Department of Facilities Management (DFM) increased custodial staffing for increased sanitation, thermal scanning and physical distancing assistance. DFM also modified County facilities to maintain physical distancing and provide safety barriers at all public-facing service counters.
- Administrative Hearings (AH) began offering a phone hearing option to the public as a result of COVID-19 to reduce the need for respondents to appear in person. AH also utilized Microsoft Teams to allow attorneys, County Departments, and Assistant States Attorneys to participate virtually. AH is currently working with the Department of Revenue and Lexis/Nexis to develop an online payment option for residents on the Administrative Hearings website until a new citation management system is approved and fully operational. AH created a dedicated email to allow respondents to file motions and other forms via email rather than appearing in person.
- The Bureau of Technology (BOT) provided an enormous amount of support to OUP and all County Agencies during the Rapid Response Phase of the COVID-19 Response Plan. BOT transitioned to a remote help desk, rapidly deployed laptops, telecommunications and WiFi equipment to employees who needed to work remotely, provided technical assistance with cloud-based software and modified timekeeping and other employee self-service portals for remote work. BOT also rapidly produced the Social Vulnerability Index Map and COVID-19 Medical Examiner Dashboard to assist agencies and the public in targeting resources to vulnerable communities.

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## VI. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	<b>143,164,820</b>
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The President's Office will work with individual bureaus to reduce expenses while increasing efficiencies in order to maintain continuity of services across departments.

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## County Clerk

**Objective: Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned during the COVID-19 public health crisis.**

The Cook County Clerk's Office is committed to providing quality and efficient service to the public in our three major divisions, soon to be four, Vital Records, Real Estate & Tax Services, and Elections. In addition, we manage an Election Operations Center which houses our election equipment and Clerk records. We have three funds: Corporate, Elections, and Automation.

The focus for the office for FY2020 continues to be: increase in revenue generation, increase in efficiency of customer transactions, and improve voter accuracy.

This year has been a challenge due to COVID-19. The Elections brought on numerous challenges from the loss of elections judges and the cancellation of locations within 48 hours of the election. These challenges increased various costs associated with the election such as emergency electrical services to set up make-shift polling locations throughout our County courthouses, in addition to increased usage of our equipment moving vendor.

Vital Records and Tax Services are critical, public facing functions. Thus, we had to make a shift in our processes in order to serve customers remotely and continue essential staff on site, on a smaller scale.

Through it all, our primary focus has been "safety" first for both our employees and the public. We learned that there were no Business Continuity Plans in place for the Clerk's office. Thus, at the onset of the announcements of a potential pandemic, we started our internal discussions on working remotely, assigning staff, but most of all ensuring that plans lined up with state statues in respect to Tax Services.

We are continuously assessing the office for operating efficiencies, economies of scale, and internal control enhancements to properly employ our fiduciary duties, by serving the citizens of Cook County and managing taxpayer dollars.

## I. Update of FY 2020 Goals and Objectives

### Election Services

#### **Making Enhancements for Flexibility, Safety, and Accountability**

The Election Division rolled out new voter equipment countywide for the 2020 Presidential Primary. All these machines underwent an extensive pre-election testing prior to voter-usage. The new equipment provides three measures of security via paper ballot, digital image and results transmission.

- We continue to be considered as a leading election authority in cyber security creating and maintaining strategic partnerships throughout the state and across the nation.
- COVID-19 greatly impacted the election as we had to change polling places within hours of the election due to the concern and safety of residents in nursing homes and other normal polling

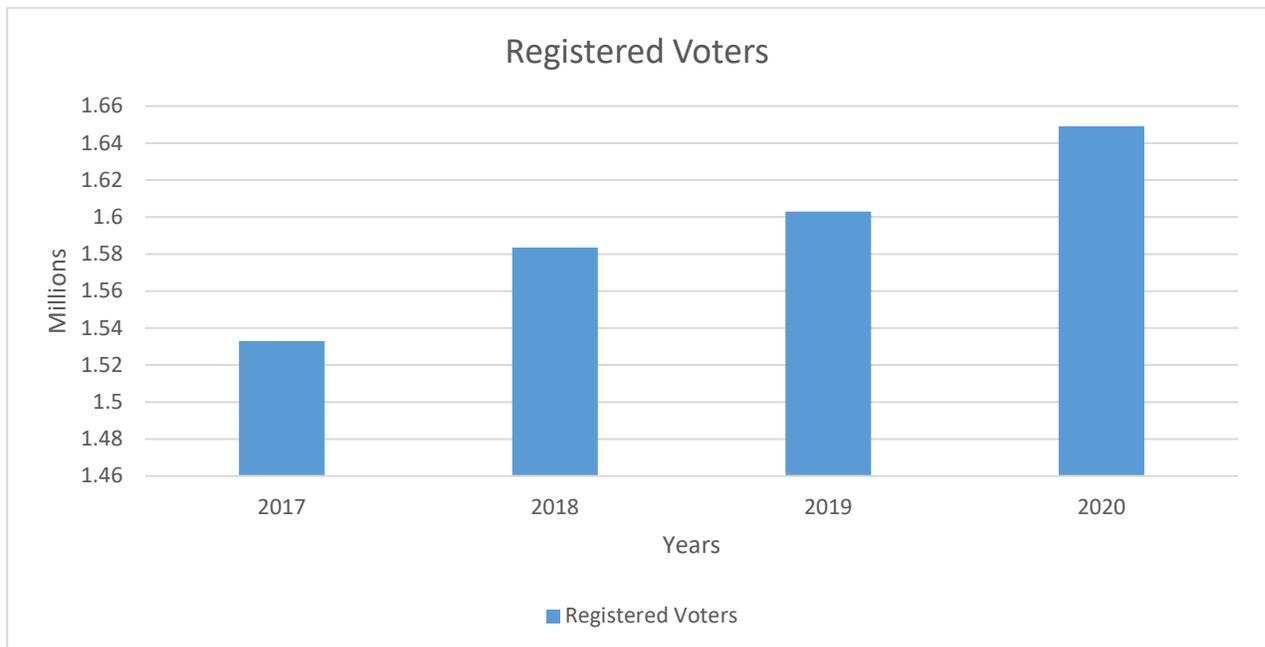
# FY2020 Mid-Year Budget Review

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facilities. In addition, we experienced a loss in election judges due to the rumors of the upcoming Executive Orders back in early March.

- We expanded our voter language in 2019 and continued in the 2020 Primary by adding Tagalog and Korean. We will deliver six additional languages for the November election, including Polish, Arabic, Ukrainian, Russian, Urdu, and Gujarati. The expanded languages have really been an asset in numerous communities throughout Cook County.
- We have made numerous Election processing enhancement such partnering with the Chicago Board of Election Commissioners on a new Joint Petition Program which will save people time and money. It allows individuals to verify valid signatures on petitions either downtown or at our Elections Operations Center in Cicero. Campaigns will not need to make two visits to verify one page of signatures.
- Our Election Division is actively working to meet its goals. Currently, Suburban Cook County has 1,649,241 registered voters as of June 2020 and continuously growing. The Elections Voter Registration team is working diligently on social media platforms to increase our registered voter reach across Cook County.



- We are focused on the new state legislature. Per Governor Pritzker’s mandate, all counties in Illinois will be required to mail an application for “vote by mail” to all voters who voted in the last three elections, in addition to new requests. The applications must be mailed by August 1, 2020. We are working diligently with County Procurement to make the Election needs a priority. The Procurement team has been extremely cooperative which we greatly appreciate.

# FY2020 Mid-Year Budget Review

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- We are highly focused on mail-in ballots in which the application platform opened June 18, 2020.
- Our election infrastructure measures were effective throughout the Primary and we are looking forward to the upcoming November elections. We will continue to monitor legislation and make all necessary enhancement for the future.
- Our website – [cookcountyclerk.com](http://cookcountyclerk.com)– has had 5.5 million unique visitors as of June, 2020 and 8.5 million pageviews. With the Presidential Election before us, we expect website traffic to increase by 10% over the next couple of months.

## **Cybersecurity Implementations for Data Integrity**

- We implemented an industry leading cybersecurity monitoring tool that prevents County employees from clicking on malicious links or websites that could impact our Voter data. This did not impact our budget as we received support from the Bureau of Technology (BOT),
- We received two grants. The first to implement a software analysis tool that examines software source code and finds potential security flaws in the software while also recommending solutions for fixing the code. The second to purchase software that creates an internal (i.e. inside the Clerk's network) identity management service that prevents malware (especially ransomware) from spreading throughout the network.

## **Vital Records**

### **Revenue Generation and Use of Technology During Executive Order**

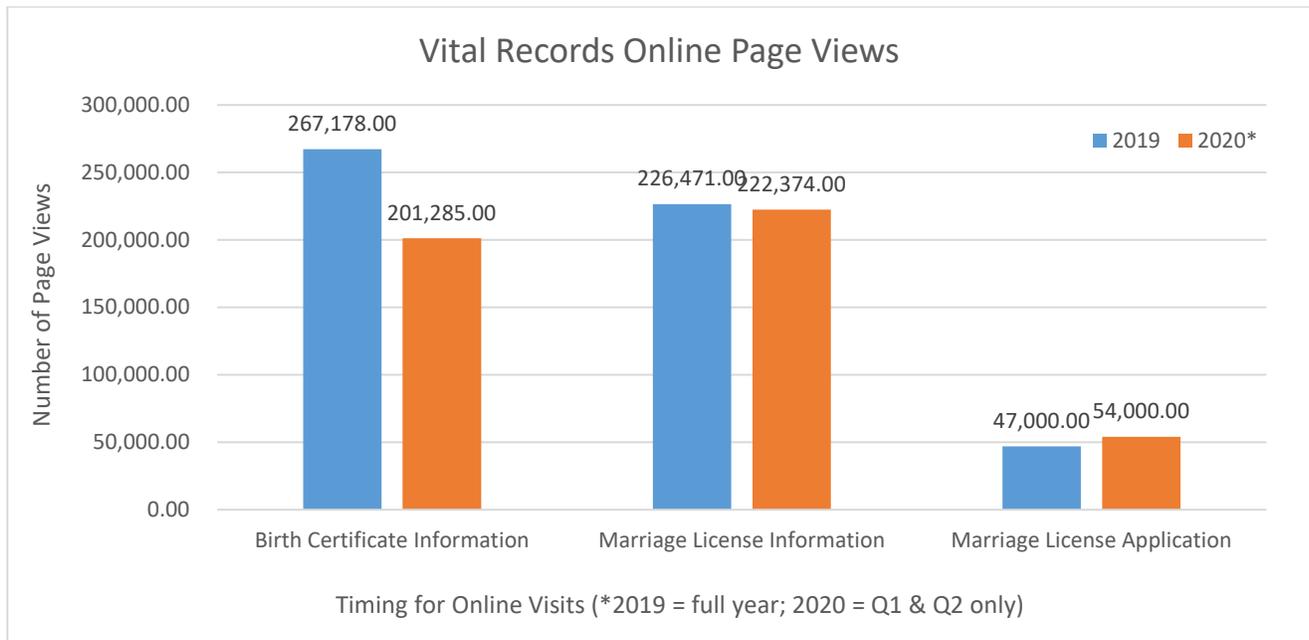
In collaboration with our technical and communication team, Vital Records created new remote and virtual processes for couples to apply for a Cook County marriage license without the need for in-person contact and assist funeral homes with death certificates.

- Couples could submit a marriage application questionnaire online. The County Clerk staff would conduct a virtual video call to process payments via the electronic service. With this process in place, Vital Records was able to continue servicing customers and generate income.
- Vital Records expanded its relationship with the third-party provider VitalCheck to create an exclusive portal for funeral homes to place orders for death certificates.
- During the Executive Order, Vital Records processed on average 34,000 documents per month in April, May, and June. Thus, generating approximately \$802,462.00 in revenue during the Executive Order which accounts for approximately 8% of our annual revenue which was good considering the matter at hand. Customers could be serviced remotely creating a new method of servicing in which we are considering maintaining.

During 2020, 201,285 people visited our birth certificate web page. We expect to process 357,000 birth records in 2020. To date, 222,374 people and/or couples visited our marriage web page, which is 2% less than the total number of records in all of 2019. Over 54,000 couples visited the marriage application page

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to begin the process of applying for a marriage license in 2020. The goal is for customers to utilize the online services therefore reducing the wait time in the office which greatly helps with social distancing.



## Real Estate & Tax Services

### **Enhanced Taxing District Levy Submittals Eliminating any Disruptions to the Tax Cycle**

Our online District Portal continues to provide efficiencies for the taxing districts, saving them time, money and effort by eliminating the need to travel to our location to file their taxing documents. Districts receive immediate confirmation that documents were submitted in a timely manner, meeting the established deadline.

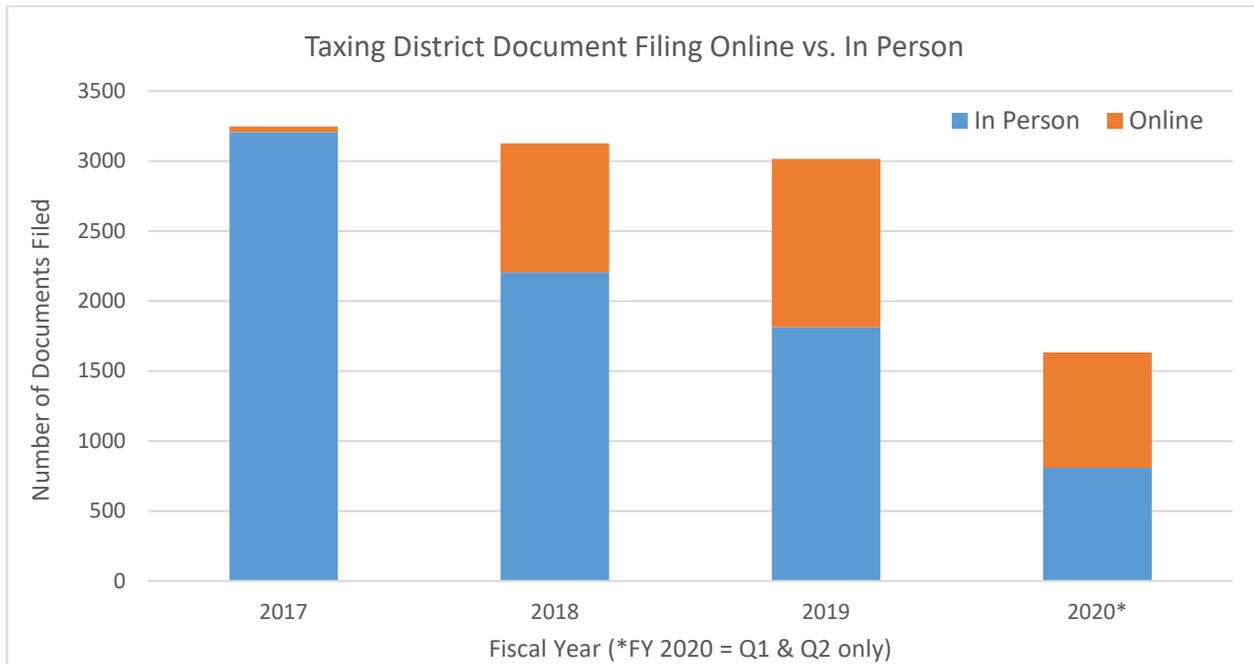
In December 2019 (by far the busiest month for levy filings) 55.3% of levy documents were filed via the online Portal from more than 1,400 taxing agencies. During Q1 & Q2 of 2020, 862 documents were filed via the online District Portal (50.1% of the total for levies, budgets, and financial reports). It creates an efficiency that saves the Clerk's staff time and effort from scanning and makes filing them easily accessible without manually handling paperwork.

The District Portal has been heavily leveraged during the office closure due to the ongoing COVID19 pandemic. The Tax Extension staff was able to work totally remotely and meet the tax cycle processing deadline. This proves that the investment in electronic methods to receive and deliver information outweigh the cost, especially in uncertain times.

A total of 211 taxing district documents were filed electronically via the District Portal between January and May 2020, a 27% increase in District Portal usage compared to the same period in 2019. Enhancements and

# FY2020 Mid-Year Budget Review

adaptions to the District Portal are currently being planned to enable more remote filing and better workflow for Clerk staff. Email has been utilized to continue to accept taxing district filings during office closures.



Our goal is to maintain efficiency towards the next tax-cycle which includes portal enhancements planned as part of the IPTS (mainframe) implementation and with stand-alone improvements to fully automate levy submissions.

## **Cashiering System-Creating One Platform**

We are working diligently to deploy the new Cashiering and Document Management systems by the end of summer for Vital records and mid-November for Tax Services. By year end the system will be fully operational across all three (Vital Records, Tax Services, and Ethics) divisions. The system has been operational in Ethics since 4<sup>th</sup> quarter 2019.

- Ethics gained the credit card and online functionality which has reduced the foot-traffic in the office and allowed for economic interest request to be fulfilled in a timely and efficient manner. In Tax Services we will also gain the credit functionality which will be perfect timing given the Covid-19 concerns with currency being exchanged between hands.
- We are clear that we will gain economies of scale by year end 2020 as a result of enhancing our processes, reducing the risk of revenue loss, and gaining improved reporting capabilities.

## **II. Year-End Revenue Projections (for revenue generating departments)**

# FY2020 Mid-Year Budget Review

*Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps.*

Revenue	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
County Clerk Fees	\$3,577,034	\$3,423,023	(\$334,010)	(-9.33%)

**Tax Redemption Services**, which collects delinquent taxes and reimburses tax buyers has been greatly impacted by the “stay at home” Executive Order. The overall redemption process is 80% over the counter services and 20% mail-in. Thus, customers with redemption dates in March, could not come to the office to pay.

To accommodate customers, in good faith, since the office was closed to the public, we implemented a redemption “grace period” in conjunction with the number of days that coincided with the extended Executive Orders. This “grace period” provided customers with a cumulative 110-day grace period to request tax bills and pay. We also reduced the accumulating interest the delinquent tax bill would gain during the Executive Order, thus impacting revenue. Therefore, we experienced a decline in revenue from March through mid-June and expect a continuous decline due to the delay of the Annual Tax Sale and the impact of COVID-19 of delinquent taxpayers reaching their redemption date in the future. In addition, revenue from over the counter sales for births certificates declined since Vital Records could not offer such a service remotely.

### III. FY2020 Year-End Expenditure Projections

*Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps*

Operating Expenses	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
Personnel	\$5,319,359	\$5,105,436	\$213,923	-4%
Contractual Services	\$298,679	\$177,189	\$121,490	-41%
Supplies and Materials	\$38,050	\$40,484	(\$2,434)	6%
Operations and Maintenance	\$447,500	\$432,808	\$14,692	-3%
Capital Expenditures	\$-	\$-	\$-	-
Rental and Leasing	\$48,617	\$48,600	\$17	0%
<b>Total</b>	6,152,206	\$5,804,518	\$347,688	-6%

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- Our personnel expenditure is below budget as we have been monitoring and managing our need for overtime and due to attrition. When a position becomes vacant, we monitor the need to fill the position.
- Our professional services are currently under budget due to the timing for the start of several contracts. We expect to utilize the funds by year end as the needed services are now in place and vendor invoices are being submitted.
- The supply line items support both Vital Records and Tax Services within the fund. The need for PPE, starting in mid-March to support on-stie essential office staff created an unexpected spend. The overall printing needs (security paper and toner) in Vital Records has caused an increase as the volume of records request continues to increase due to Real ID. We have since been reimbursed for some of the PPE purchases; however, we will still expect an overage by year end due to the Vital Records printing needs.

## IV. FY2020 Holdback Target

<b>Holdback Target</b>	\$830,746
<b>Amount of Holdback Achieved</b>	\$545,762

Unfortunately, we did not meet the requested holdback for the Corporate fund. The budget is shared between two distinctively unique divisions requiring unique services to support its overall operations. In addition, the current budget consists 90% in personnel and 9% in non-personnel accounts. We delayed the hiring for our vacant positions; however, they are much needed in the Vital Records Divisions. Thus, we cannot fully, eliminate these positions as we plan to hire in 2021. The non-personnel accounts were reduced by approximately 5% with the expectation of our upcoming invoices and contracts starting.

## V. FY2020 Contracts

*Please provide a list of your department's existing and anticipated contracts for FY2020 in the format provided below.*

<b>Vendor Name</b>	<b>Contract Purpose</b>	<b>Contract Amount</b>	<b>Contract Start Date</b>	<b>Contract End Date</b>
<b>Columbus</b>	Upgrade of Internal Accounting-General Ledger System (covers various system licenses)	\$294,000.00	Contract Modification In progress with OCPO	2022 with 1-year renewal option being proposed.
<b>International Security Products (ISP)</b>	Vital Records Security Paper	Total \$372,062.00- Contract Modification	May 17, 2020	May 18, 2021

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		for \$38,000.00		
<b>Clarity Partners</b>	Project Management Team for Cashiering and Records Management System	\$5,166,000.00	August 1, 2018	July 31, 2023
<b>Institute of Compliance &amp; Learning (ICL)</b>	Financial Review & Risk Assessment and Schematics for Assumption of Duties	\$288,000.00	March 1, 2020	February 28, 2021
<b>Davis Bancorp</b>	Armor Car Services for bank deposits	\$70,200.00	April 1, 2018	March 31, 2021

- The ISP Contract for Vital Records security paper has been modified as a short-term solution and will go out for bid later this year. A new contract request for security paper has been submitted. The re-bid will be submitted by year-end to the public with plans to be implemented upon expiration of current contract.
- The Accounting-General Ledgers System (Great Plains) is due to be upgraded. This package has not been upgraded since 2011 and support becoming cumbersome due to system compatibility issues. The new Recordings Division will also utilize the same software.

## VI. Capital Equipment Updates

*Please provide a list of your department's FY2020 capital equipment projects and the status of projects in the format provided below.*

<b>Capital Equipment Project</b>	<b>Project Status (Not Started/Started/Delayed/Completed)</b>	<b>If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project</b>
<b>Cashier and Records Management System-Clarity Project Managers</b>	January 2019. Phase I will be completed November 2020.	Due to same IT resources being utilized as Elections and development complexity in connection to mainframe, we have broken the project into phases. Phase II consist of the establishment of the interface with the upgraded Accounting /General Ledger System and phase in of redemption processing. The Upgrade contract is in process with OCPO. Completion of entire project by end of 2 <sup>nd</sup> Qtr. 2021.

# FY2020 Mid-Year Budget Review

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## **VII. COVID-19 Operational Impacts**

The Clerk's office governs three divisions, Real Estate & Tax Services, Vital Records, and Election Services with key supporting departments. COVID-19 impacted all areas differently due to the need to adhere to either State Statutes or County Ordinances or resolutions by reducing foot-traffic in offices, finding alternatives to paper reporting, and enhancing technology usage.

### **Election Locations and Resources Impacted**

The Clerk is the Chief Election authority for more than 120 towns and villages in suburban Cook County. We had to make real time decisions as we have a commitment to the Cook County residents to perform a transparent election even in uncertain times while focusing on safety.

COVID-19 impacted our human resources ability to operate the polls and locations opting out due to safety concerns 48 hours before the election. As a result, an "all hands-on deck" strategy was implemented which utilized internal staff to fill in the gaps and we completed a successful election.

Effective June 15, 2020, Gov. J.B. Pritzker signed SB 1863 and HB 2238 into law to provide vote by mail (VBM) applications to all recent voters in Illinois. In addition, the legislation also expands early voting hours at permanent polling places, improves the signature verification process and makes election day a state holiday.

This impacts the entire election schematic as we are now engaged with the Office of the Chief Procurement Officer to obtain required equipment and additional services in order to meet the expectation of the legislature.

### **Real Estate & Tax Services Governed by State Statutes Impacting Redemptions**

The overall Real Estate & Tax Services redemption process is 80% over the counter, yet 100% paper based. Our teams developed a detailed Business Continuity plan that would ease the concern of delinquent taxpayers. We implemented several new processes and procedures and ensured that each was highlighted on our website. We instituted a remote call center which averaged over 500 calls/week.

Our Tax Delinquent Search page has had nearly 2.1 million-page views as of June, 2020. We developed processes for key services and placed detailed instructions on the website for customers to access.

We implemented a redemption "grace period" in conjunction with each extended Executive Order ensure delinquent taxpayers that they would not lose their homes. We electronically communicated with Tax Buyers to meet their needs in conjunction with the required state statutes. The influx in mail submissions reduced the need for foot-traffic in the office as we operated under a skeleton crew onsite with essential staff since the first Executive Order was instituted.

We created three new email boxes to manage customer request based on type of service needed. This allowed remote office staff to respond to the requests and inquiries daily. We will keep the email boxes active in order to easily determine customer needs and reduce customer foot traffic.

We are currently working with our technical team to develop a web-portal for customer to submit their request and pay electronically for documents needed. Our real estate footprint has changed due to COVID. We have instituted an in-office drop box in which a customer is in and out within 15 minutes.

# FY2020 Mid-Year Budget Review

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## **Vital Records-Deaths and Marriage Processed During Executive Order**

The Vital Records were in high demand during the Executive Orders. As a result, we instituted numerous remote office locations and varying services in order to service not only individuals, couples but funeral home businesses as well.

Our Vital Records Birth & Death Registration Remote Team was established because Cook County Local Registrar is mandated by Illinois State statute to register all new births and death records daily as they are submitted in the State's Electronic Vital Records System (IVRS) after they are input by the local hospitals and funeral directors in Cook County.

Our Marriage Application/License Online Team established a new remote & virtual process for couples to apply for a Cook County marriage license by submitting a marriage application questionnaire online to obtain a marriage license without the need to be in-person at the Cook County Clerk's Office. Staff responsible conducted virtual video calls with couples via Zoom Meeting to process payments and conduct video authentication from the various courthouses. Since the implementation of the Online Marriage process on April 3, 2020, over 1,000 requests were received in 2 months and 300+ marriage applications have been processed/completed.

Weekend Funeral Directors/Burial & Cremation Permits Team registered death records after hours and on holidays, and processing burial & cremation permits for ship-outs worked exclusively with Emergency Funeral Directors Hotline. This proved very successful given the impact of COVID-19 throughout the County.

## **Communication Services**

Communications and Outreach disseminates information on the Clerk's Office's services to the public via several ways, including earned media, social media, office website, office signage and video displays, and community outreach. Because of the conditions COVID-19 presented, which included print shops not being open for business and most government offices conducting operations remotely, the Communications Department greatly reduced its printing practices of regular reports, such as the March Primary Election Post-Election report and the annual Tax Rate Report. This caused the department to reconsider future print orders for such reports, or at least greatly reducing the number of annual reports that are printed as opposed to disseminating electronically. This will create a cost savings to the Clerk's office which we will continue in the future. We realized that our technical equipment requires enhances such as computers with cameras and microphones, for video meetings via Microsoft Teams. Our public facing outreach activities have been impacted due to the "stay at home" order. Thus, we will be revisiting our means of delivery of Clerk services to the community.

## **Clerk Procurement**

The internal procurement team supports all Clerk Divisions and individual administrative departments who are our internal customers. We also support our external vendors. COVID-19 "hit quickly" impacting our ability to supply essential on-site staff with PPE in a timely manner. Thus, requiring managers to buy their own to support their staff while awaiting County supplies.

# FY2020 Mid-Year Budget Review

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This posed a problem on our end as our Marketplace supplies was already out of stock on PPE and on backlog order causing us to seek outside vendors for support during mid-March until County Return to Work supplies were distributed. Thus, we strongly suggest the overall County Procurement process is reviewed and the direct pay limit increased from \$5000.00 to \$10,000.00 at a minimum so that, so reliable vendors that can supply items during a crisis, are not locked out as they may be utilized for other needs as well. Our Elections division required a significant amount of PPE for the Primary election. We will be starting in early August to secure items for the November election.

## VIII. FY2021 Preliminary Forecast

<b>FY2021 Corporate Budget Target</b>	<b>\$47,918,500.00</b>
<b>Recordings</b>	\$37,746,900.00
<b>Vitals/Tax/Ethics</b>	\$9,971,600.00

In FY 2021, revenue will be generated through four services: Taxes, Vital Records, Ethics, and Recordings as a result of the assumption of the Recorder’s Office. Thus, we do not plan to create any additional product offerings or price increase revenue streams but build upon our current services through our outreach opportunities created through consolidation.

Currently the real estate market is stagnant due to COVID-19. Our future Recordings Divisions revenue depends upon the continuous growth of the Real Estate (R/E) Market which fluctuates based on the economy. The R/E market dictates the transactions that come into our office. It is projected that the R/E market is uncertain due to the outlook of business conditions, unemployment, and income impacted by COVID-19. In addition, revenue will be impacted by the overall tax sale in respect to the timing and tax buyers’ interest and ability to buy given current economic conditions.

We anticipate our revenue from Vital Records to increase since the deadline for the REAL ID has been extended through October 2021.

## IX. FY2021 Preliminary Expenditure Forecast

<b>FY2021 Corporate Budget Target</b>	<b>\$18, 217,841.00</b>
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The current expenditure target reflects the Corporate-consolidated budget which includes the assumption of the duties of the Office of the Recorder of Deeds, as well as Vital Records and Tax Services. Our goal is to continue to deliver to the public the highest quality of service in an efficient and cost-effective manner. Thus, we will work to make the necessary decisions to streamline services and expenses by implementing our consolidation plan which may result in meeting the target.

# FY2020 Mid-Year Budget Review

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## Office of the Recorder of Deeds

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### I. Update on FY2020 Goals and Objectives (List 2-3)

- **FY2020 Goal #1 as listed in the Budget Book**

- Current Status of Goal –

**This project/goal has been delayed due to COVID-19. We are looking to start the bid process for the digitization of records in the next two months.**

- Provide impact on any key performance indicators

**There is no impact on key performance indicators.**

- *For OUP Only: How does this align with the Policy Roadmap*

- **FY2020 Goal #2 as listed in the Budget Book**

- Current Status of Goal

**Progress on meeting this goal has been delayed as a result of the COVID-19 pandemic. We have been utilizing virtual outreach programs in order to continue providing information to constituents.**

- Provide impact on any key performance indicators

**The number of outreach events that we have performed have gone down due to the pandemic.**

- *For OUP Only: How does this align with the Policy Roadmap*

### II. Year-End Revenue Projections (for revenue generating departments)

*Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps*

Revenue	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
Recorder of Deeds Fees	\$20,200,000	\$21,218,516	(\$1,018,516)	5%
Revenue Source #2				

- Explanation of variances greater than 1% and \$1 million

**Excess revenue collected in 1<sup>st</sup> quarter, before –Covid-19**

# FY2020 Mid-Year Budget Review

- What corrective action will be taken?

**None**

### III. FY2020 Year-End Expenditure Projections

*Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps*

<b>Operating Expenses</b>	<b>FY2020 YTD Budget</b>	<b>FY2020 YTD Actuals</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Personnel</b>	\$2,862,998	\$2,637,131	\$225,867	-8%
<b>Contractual Services</b>	\$551,846	\$298,329	\$253,517	-46%
<b>Supplies and Materials</b>	\$88,669	\$30,813	\$57,856	-65%
<b>Operations and Maintenance</b>	\$89,775	\$36,636	\$53,139	-59%
<b>Capital Expenditures</b>	\$-	\$-	\$-	-
<b>Rental and Leasing</b>	\$20,844	\$20,844	\$0	0%
<b>Contingencies and Special Purposes</b>	\$-	\$-	\$-	-
<b>Total</b>	\$3,614,133	\$3,023,753	\$590,380	-16%

- Explanation of variances greater than 1% and \$1 million
- What corrective action will be taken if required?

### IV. FY2020 Holdback Target

<b>Holdback Target</b>	\$467,762
<b>Amount of Holdback Achieved</b>	\$467,762

- Did you meet the holdback target identified for your department?

**Yes**

- If no, please explain the factors that were considered when developing your holdback amount.

# FY2020 Mid-Year Budget Review

## V. FY2020 Contracts

Please provide a list of your department's existing and anticipated contracts for FY2020 in the format provided below.

Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date

### See Attached FY2020 Contracts

- For any contract that is expiring this year, please indicate:
  - Whether the contract will be renewed, extended or re-bid.
  - If re-bid, the status of the procurement.

## VI. Capital Equipment Updates

Please provide a list of your department's FY2020 capital equipment projects and the status of projects in the format provided below.

Capital Equipment Project	Project Status (Not Started/Started/Delayed/Completed)	If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project
Recorder of Deeds Land Management System-Core Application	Terminated	Contract with Vendor has been cancelled due to performance issues with the vendor.

## VII. COVID-19 Operational Impacts

Describe any take-aways regarding your operations as it relates to the COVID-19 public health crisis.

- How does your office serve the public?

**We have remained closed to the public, but we have been able to record documents and provide other services remotely/electronically. We also are accepting documents via U.S. Mail or commercial shipping carriers.**

# FY2020 Mid-Year Budget Review

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- *Describe any initiatives you have implemented that have resulted in greater efficiencies within your operations.*

**We have been able to expand the usage of our e-recording platform, which is the most efficient way to submit and review documents for recording.**

- *Describe which, if any, of these initiatives can or will be carried forward into your operations as we transition back to full operation.*

**The expansion of e-recording will be carried forward into our operations.**

- *Describe areas of further opportunities you foresee for increased efficiencies within your operations*

**The digitization of our historical records will also provide increased efficiencies within our operations. We are going to put a solicitation for bids to the public for this project in the next few months.**

- *How did you incorporate technology into your processes in the midst of COVID-19?*

**For the first time, the Office was able to incorporate remote recording and indexing of documents. This was critical during the time that the Office was closed.**

- *Are you envisioning your real estate footprint changing post COVID-19?*

**No, but there is currently a project underway that will move the County Clerk's Vital Records Division into the space that is currently being used by the Recorder's Office. In short, both recording services and Vital Records services will be operating out of Room 120 at 118 N. Clark.**

- *How do you envision your office supply/professional service needs changing post COVID-19?*

**I expect that will be heightened costs associated with purchasing PPE-related items for our employees.**

- *Are you contemplating implementing more self-service processes within your office and what impact would that have on your budgets?*

**We are not currently considering any additional self-service processes within the office.**

## VIII. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	N/A
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- Please provide preliminary ideas of how your department is planning to meet your budget target for FY2021.

Recorder of Deeds  
FY2020 Contracts

<u>Vendor Name</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>	<u>Contract Start Date</u>	<u>Contract End Date</u>	<u>Newed</u>
Davis Bancorp	Deliver Funds to Bank from Fee Offices	County Wide Contract		3/31/2020	Yes
Century Springs	Supply Drinking Water	County Wide Contract		5/15/2021	
Lexis Nexis	Credit Card Services	County Wide Contract	4/1/2020	6/30/2020	Yes
Alexander Kantas	Service focuses on consolidating the Recorder's IT function with the Clerk's Office IT	\$100,000.00	2/21/2020	12/7/2020	No
US Imaging	Digitization of Records	\$1,000,000.00	7/11/2020	11/10/2020	Re-Bid
Grange Strategies	To insure the Recorder's Office is in compliance with various Federal and State laws as well as the Shakman Consent Decree, the Human Resources Department of the Recorder's Office must be staffed with an appropriate number of professionals who have knowledge and experience in Human Resources practices, procedures and compliance. The Recorder's Office is unable to hire the staff that it will need prior to the dissolution of the Office.	\$130,000.00	7/1/2020	12/7/2020	No

# FY2020 Mid-Year Budget Review

## Office of the County Treasurer

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### I. Update on FY2020 Goals and Objectives (List 2-3)

- **# of Online Payments**
  - FY2020 target is 600,000 payments made online
  - Through 5/31/2020, we have accepted 391,648 online payments
- **Number of Days for Printing, Folding, & Inserting Property Tax Bills per Installment**
  - FY2020 target is 9 days
  - We've met the target of 9 days for both 1<sup>st</sup> and 2<sup>nd</sup> installment collection periods

### II. Year-End Revenue Projections (*for revenue generating departments*)

*Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps*

Revenue	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
County Treasurer Fees	\$19,928,902	\$22,602,295	\$2,673,393	13%

- Explanation of variances greater than 1% and \$1 million
  - We've collected additional tax sale penalties as a result of the postponement of the Annual Tax Sale.
  - What corrective action will be taken?
    - No corrective action is needed at this point in time.

### III. FY2020 Year-End Expenditure Projections

*Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps*

Operating Expenses	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
Personnel	\$377,004	\$341,479	\$35,525	-9%
Contractual Services	\$23,644	\$11,700	\$11,944	-51%
Supplies and Materials	\$2,884	\$0	\$2,884	-100%
Operations and Maintenance	\$9,399	\$3,240	\$6,159	-66%
Capital Expenditures	\$-	\$-	\$-	-

# FY2020 Mid-Year Budget Review

<b>Rental and Leasing</b>	\$-	\$-	\$-	-
<b>Contingencies and Special Purposes</b>	\$-	\$-	\$-	-
<b>Total</b>	\$412,931	\$356,418	\$56,513	-14%

- Explanation of variances greater than 1% and \$1 million
  - We've held back expenditures in order to meet the holdback target below.
- What corrective action will be taken if required?
  - No corrective action is needed at this time.

## IV. FY2020 Holdback Target

<b>Holdback Target</b>	\$54,789
<b>Amount of Holdback Achieved</b>	\$54,789

- Did you meet the holdback target identified for your department?
  - Yes
- If no, please explain the factors that were considered when developing your holdback amount.
  - Not applicable

## V. FY2020 Contracts

*Please provide a list of your department's existing and anticipated contracts for FY2020 in the format provided below.*

Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Status
Gtreasury	Treasury Platform	\$33,313.68	9/1/2019	8/31/2020	Adding to software contract
JJ Collins	Printing of tax bill paper for	\$1,097,508.00	9/13/2017	9/12/2020	Replaced with Sebis Direct, Inc.
Maximizer	Maintenance	\$2,736.25	9/25/2019	9/24/2020	Renewed
USPS	PO BOX 4468	\$1,086.00	9/30/2019	9/30/2020	Renewed
Blaida & Associates LLC	Lobbyist	\$54,000.00	11/5/2019	11/4/2021	Extended
Kodak Alaris	Scanner Maintenance	\$6,142.00	11/15/2019	11/14/2020	Renewed
USI Midwest	Public Official Bonds	\$5,000.00	11/30/2019	11/30/2020	Renewed

# FY2020 Mid-Year Budget Review

Envelope Connection	Printing and mailing of certified tax bills	\$227,760.00	12/1/2016	11/30/2020	Replaced with Sebis Direct
Millennium Parking Garages LLC	Parking	\$9,720.00	12/15/2017	12/14/2020	Renewed
Microsoft	Microsoft Premier Support	\$149,800.00	12/31/2015	12/30/2020	Renewed
USPS	PERMIT 7960	No Fee - pre-sorted mail	1/1/2019	12/31/2020	Renewed
Server Central	Managed Storage and Web Hosting	\$536,043.00	1/1/2016	12/31/2020	Renewed
PCI Inc.	PCI/RCS Cashiering System Maintenance	\$570,843.00	6/1/2015	5/31/2022	TBD
USPS	PO BOX 805436	\$1,284.00	1/1/2019	12/31/2020	TBD
Troy Group	Check Printer Maintenance	\$1,190.00	1/12/2019	1/11/2021	TBD
Davis Bancorp Inc.	Armored Car	\$70,200.00	4/1/2018	3/31/2021	TBD
Johnson Controls (formally Tyco)	Security Maintenance	\$278,715.00	5/15/2017	5/14/2021	TBD
Realauction	Tax Sale	\$646,000.00	12/1/2018	11/30/2021	TBD
Bob Benjamin Consulting	Communication Services	\$140,000.00	2/27/2020	2/26/2022	TBD
Lexis-Nexis	Batching Services	\$25,000.00	Contract expires when funds are exhausted	Contract expires when funds are exhausted	TBD
Clarity Partners	Graphic Design Services	\$93,600.00	4/15/2020	4/14/2023	TBD
ICE	Collateral Pricing	\$10,380.00	5/1/2020	4/30/2021	TBD
Sebis Direct, Inc.	Bill Printing	\$4,184,337.47	7/1/2020	6/30/2025	TBD

- For any contract that is expiring this year, please indicate:
  - Whether the contract will be renewed, extended or re-bid.
    - See table above
  - If re-bid, the status of the procurement.
    - See table above

## VI. Capital Equipment Updates

*Please provide a list of your department's FY2020 capital equipment projects and the status of projects in the format provided below.*

# FY2020 Mid-Year Budget Review

Capital Equipment Project	Project Status (Not Started/Started/Delayed/Completed)	If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project
		<b>Not applicable – our capital equipment projects are funded by our special purpose fund</b>

## VII. COVID-19 Operational Impacts

*Describe any take-aways regarding your operations as it relates to the COVID-19 public health crisis.*

- *How does your office serve the public?*
  - Our office is responsible for the following:
    - Printing and mailing bills based on the data provided by other county and state agencies on assessments, exemptions and tax rates
    - Collection of \$14 billion each year in taxes from the owners of more than 1.8 million parcels of property
    - Distribution of the tax funds to approximately 2,200 local government agencies that have the jurisdiction to collect taxes. The agencies include school districts, villages, cities, townships, park and forest preserve systems, libraries, public health and safety agencies, election authorities, economic-development agencies and bonds to pay for public-works projects
- *Describe any initiatives you have implemented that have resulted in greater efficiencies within your operations.*
  - Black Houses Matter
    - An intensive effort by my office to remove properties with delinquent taxes in African American areas from the Annual Tax Sale list
      - The Annual Tax Sale disproportionately hurts the African American community.
    - 2018 Delinquencies on the Tax Sale list
      - 40,568 properties owe \$122 million countywide
      - 14,666 properties, or 36 percent, are in Chicago African American Wards and owe \$23.1 million
      - 13,903 properties, or 34 percent, are in African American Suburbs and owe \$48.3 million
  - Website Visits
    - In FY2020 we have had 4.4M of website visits, where 2.2M visits occurred between the months of March through June

# FY2020 Mid-Year Budget Review

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- Automatic Refunds
  - Automatically issued refunds to nearly 57,000 taxpayers since November 2018 which accounts for \$36.2M
- Implemented several offsite payment methods
  - Lockbox
  - In-Person at Chase
  - In-Person at Community Banks
  - ACH and Wire Payments by Third Party Agents
  - Online payments (ACH and Credit Card)
  - Subsequent Tax Electronic Payment System (STEPS)
- Office-wide Document Imaging Project
- The use of SalesForce to help improve our online customer service responses
- Remote Call Center
- Internal Online Comprehensive Property Database - PIN Research
- Electronic Warrant Book
- Online Distribution Reports - Taxing Agency Extranet
- *Describe which, if any, of these initiatives can or will be carried forward into your operations as we transition back to full operation.*
  - Because our office took the initiative to develop these initiatives pre-Covid-19, we were able to continue to be operational during and after the COVID-19 quarantine. The only requirement our office needed to become operational during the quarantine and continue the efficiencies achieved by our initiatives was to give remote access to our employees.
- *Describe areas of further opportunities you foresee for increased efficiencies within your operations.*
  - It is always our goal to continue to become more efficient. As those opportunities arise, we will implement and share them with this board.
- *How did you incorporate technology into your processes in the midst of COVID-19?*
  1. We gave each of our employees the ability to access all of our systems remotely allowing our office to be fully functional in the midst of COVID-19.
  2. We leveraged our webpage to keep in contact with customers and allow them to pay online, thus eliminating the need for taxpayers to visit our physical location.
- *Are you envisioning your real estate footprint changing post COVID-19?*
  - We do not expect our real estate footprint to decrease because our footprint is small as is.
- *How do you envision your office supply/professional service needs changing post COVID-19?*
  - Depending on office traffic, I will restructure both the office's operating accounts, which include office supplies and professional services, and personnel.
- *Are you contemplating implementing more self-service processes within your office and what impact would that have on your budgets?*
  - Yes. As this board knows, my office has always been a proponent of automation. We have, and we will always look for new ways to lean on technology to make this office more efficient and implement self-service processes that make sense and bring value to our taxpayers.

# FY2020 Mid-Year Budget Review

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## VIII. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	\$777,144
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- Please provide preliminary ideas of how your department is planning to meet your budget target for FY2021.
  - As it has been our strategy in past budgets, we will continue our goal of becoming self-sufficient from the General Fund. As a by-product of becoming self-sufficient, we will meet the FY2021 Budget Target.

# FY2020 Mid-Year Budget Review

## Office of the Cook County Assessor

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### I. Update on FY2020 Goals and Objectives (List 2-3)

- **FY2020 Goal #1 as listed in the Budget Book**

- One of the CCAO’s goals was to implement a strategic hiring plan across the office and increase training and skill development. Since the beginning of FY2020 the Assessor’s Office has hired 24 new employees and has promoted 6 employees from within our agency. In the first half of FY2020, the CCAO has brought in new talent across our operations, and in particular we have welcomed new leadership within our Valuations department with a combined 45-plus years of professional experience in assessment and appraisal. In the second half of FY2020, the CCAO continues to hire strategically to fill critical vacancies and address emerging operational needs, as the office continues to implement Tyler’s iasWorld and other modernization initiatives.
- We have also successfully completed 74 training sessions thus far in FY2020. While many of our plans for in-person training courses with the International Association of Assessing Officers have been put on hold due to COVID-19, the CCAO continues to conduct training, focusing in the second half of FY2020 on training for Tyler’s iasWorld.

- **FY2020 Goal #2 as listed in the Budget Book**

- At the beginning of FY2020, the CCAO successfully implemented SmartFile, a critical component of Tyler’s iasWorld. Property owners are now able to file appeals with our office online through a dynamic, modern platform. The timing of this implementation drastically reduced the need for in-person visits to our offices during COVID-19 and has allowed our analysts to successfully work from home. In the remainder of FY2020, we continue to work toward the full implementation of Tyler’s iasWorld, as well as GIS technology initiatives, including Esri’s mobile field application and Pushpin’s change detection, that allow for field work to be done more efficiently and accurately and reduce the need for in-person inspections.

### II. Year-End Revenue Projections (for revenue generating departments)

*Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps*

Revenue	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
County Assessor Fees	\$20,417	\$6,478	\$13,939	-68%
Revenue Source #2				

# FY2020 Mid-Year Budget Review

## III. FY2020 Year-End Expenditure Projections

*Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps*

Operating Expenses	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
<b>Personnel</b>	\$11,466,218	\$10,143,672	\$1,322,546	-12%
<b>Contractual Services</b>	\$814,431	\$562,452	\$251,979	-31%
<b>Supplies and Materials</b>	\$61,481	\$63,067	(\$1,586)	3%
<b>Operations and Maintenance</b>	\$504,074	\$451,362	\$52,712	-10%
<b>Capital Expenditures</b>	\$-	\$35,476	\$35,476	-
<b>Rental and Leasing</b>	\$88,596	\$68,041	\$20,555	-23%
<b>Contingencies and Special Purposes</b>	\$-	\$-	\$-	-
<b>Total</b>	\$12,934,800	\$11,324,070	\$1,610,730	-12%

- **Explanation of variances greater than 1% and \$1 million.**

**Supplies and Materials:** Since the beginning of the COVID-19 pandemic, the CCAO was very proactive in purchasing additional PPE supplies in order to ensure that employee workstations and all common areas were cleaned and sanitized. Once the Cook County Building closed to the public and employees from March to July, our office continued to run remotely. With that abrupt and necessary change to remote operations, we purchased the necessary supplies including PPE, headsets for employees in Taxpayer Services used to answer phone calls remotely, additional laptops and peripherals used by employees to work remotely.

- **What corrective action will be taken if required?**

An extensive assessment of future needs as they relate to the COVID-19 pandemic will be taken into consideration when submitting our budget request for FY2021. This assessment will take in to account opportunities to innovate and automate CCAO processes in servicing the property owners of Cook County. The CCAO is also preparing applications for reimbursement through the CARES Act for supplies and materials and other projected expenses directly related to the COVID-19 crisis.

## IV. FY2020 Holdback Target

<b>Holdback Target</b>	\$1,745,832
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# FY2020 Mid-Year Budget Review

<b>Amount of Holdback Achieved</b>	\$1,745,832
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- **Did you meet the holdback target identified for your department?**

Yes.

- **If no, please explain the factors that were considered when developing your holdback amount.**

## V. FY2020 Contracts

*Please provide a list of your department's existing and anticipated contracts for FY2020 in the format provided below.*

Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Contract Will Be.....	Contract Status
<b>Accredited Chicago Newspapers</b>	State Mandated Publications for townships within the City of Chicago	\$1,221,705.19	12/01/2017	11/30/2020	Renewed	In OCPO
<b>Adlexx Corp.</b>	Printing/Processing/Mailing of Reassessment Notices & Homestead Exemptions	\$1,192,314.50	02/01/2015	01/31/2021	Re-Bid	Specs to be submitted next week
<b>SHI</b>	Subscription to Compstak	\$137,295.92	03/29/2019	03/28/2023	N/A	N/A
<b>Cook County Suburban Publishers</b>	State Mandated Publications for Cook County Suburban townships	\$1,849,522.64	10/01/2018	11/30/2020	Renewed	In OCPO
<b>Core Logic (Marshall Swift)</b>	Commercial Estimator Licensing Software	\$20,426.00	07/25/2018	07/24/2020	Renewed	In OCPO
<b>CoStar Realty Information</b>	Real Estate Information Database Subscription	\$712,663.80	01/01/2017	12/31/2020	Renewed	Working with using agencies to submit renewal
<b>JRM Consulting</b>	Consulting for Proprietary Commercial worksheet application	\$30,000.00	07/11/2018	07/10/2020	Renewed	In OCPO
<b>Michael Kreloff</b>	Consulting services on governmental policy	\$74,812.50	TBD	TBD	N/A	N/A
<b>Neopost</b>	Leasing/maintenance of mailing and folding/inserting equipment	\$103,193.40	01/01/2018	12/31/2020	Renewed	In OCPO
<b>SHI</b>	Subscription to PushPin	\$79,693.01	03/29/2019	03/28/2023	N/A	N/A
<b>REIS</b>	Commercial Real Estate Data subscription	\$102,243.00	07/01/2020	06/30/2022	N/A	N/A
<b>RMM Consulting</b>	Mainframe Consulting Services	\$149,600.00	05/15/2020	05/14/2022	N/A	N/A
<b>TreppLoan</b>	Property Data subscription	\$147,600.00	07/15/2019	07/14/2021	N/A	N/A

- For any contract that is expiring this year, please indicate:
  - **Whether the contract will be renewed, extended or re-bid.**

Indicated in added column above.

# FY2020 Mid-Year Budget Review

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- **If re-bid, the status of the procurement.**

**Indicated in added column above.**

## VI. Capital Equipment Updates

*Please provide a list of your department's FY2020 capital equipment projects and the status of projects in the format provided below.*

Capital Equipment Project	Project Status (Not Started/Started/Delayed/Completed)	If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project
Server Update	Started	The equipment was ordered and received. Installation has been delayed due to COVID-19 pandemic and limited staff in the office.

## VII. COVID-19 Operational Impacts

Describe any take-aways regarding your operations as it relates to the COVID-19 public health crisis.

- **How does your office serve the public?**

The mission of our office can be considered in three parts, with each corresponding to a legal statute: the delivery of uniform and accurate assessments, with timely and informative notices, in compliance with international standards, guided by industry best practices. Our office strives to create a culture of professionalism, inclusion, and accountability to the public, with engaged employees who take pride in delivery of high-quality, universal services. Finally, we have adopted a set of administrative policies that go beyond what the statutes require to build transparency into every part of the office, making services more effective and efficient, and earning greater trust from the public.

- **Describe any initiatives you have implemented that have resulted in greater efficiencies within your operations.**
  - The CCAO has successfully implemented SmartFile to allow for online submissions of appeals.
  - The CCAO has created online filing of homestead exemptions through DocuSign.
  - The CCAO has created online filing for Certificates of Error for missing homestead exemptions.
  - The CCAO has worked with Telecom to implement a new call center with remote capability.
  - The CCAO has used social media to answer property owner's questions and conduct virtual outreaches through Facebook Live and Zoom.

# FY2020 Mid-Year Budget Review

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- The CCAO has created “pop ups” in partnering elected officials’ offices to ensure we can continue to serve property owners during this pandemic, and give people more options for in-person visits if they are unable to travel downtown.
- The CCAO has implemented an appointment system (Setmore) for in-person visits to our office, starting in July. We are able to monitor the flow of people in and out of our offices, in accordance with social distancing guidelines. We are already planning to use Setmore to enable video appointments with our Taxpayer Services staff in the near future.
  
- **Describe which, if any, of these initiatives can or will be carried forward into your operations as we transition back to full operation.**
  - All of these initiatives will be carried over after the pandemic.
  
- **Describe areas of further opportunities you foresee for increased efficiencies within your operations.**
  - The implementation of Tyler’s iasWorld, which is scheduled to begin at the end of 2020, will dramatically increase the office’s efficiency. The full implementation will continue over two years (Assessment Year and Tax Year) and will eliminate many of the functions that are solely administered on paper.
  
- **How did you incorporate technology into your processes in the midst of COVID-19?**
  - The CCAO has used already existing County contracts to use technology in order be able to provide:
    - DocuSign for online filing of homestead exemptions and Certificates of Error.
    - Early implementation of the SmartFile system in iasWorld, allowing for online filing of appeals.
    - Remote capabilities for our new Sentinel call center technology.
  
- **Are you envisioning your real estate footprint changing post COVID-19?**
  - The CCAO has had to expand our real estate footprint. Due to the new social distance guidelines given to us by County through their vendor Cushman & Wakefield, our public capacity at our counters was greatly diminished. We partnered with the County to utilize a space on the lower level and create four more counter spaces we can use to service the public.
  
- **How do you envision your office supply/professional service needs changing post COVID-19?**
  - No, not at this time.

# FY2020 Mid-Year Budget Review

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- **Are you contemplating implementing more self-service processes within your office and what impact would that have on your budgets?**
  - Yes. The budget impacts are unknown at this time. We will be monitoring what impact the new technology has on our metrics, but it is too early to tell if that will impact our budget. With our current mainframe, our staff still needs to manually verify and input data submitted by the property owner through a “self-service” process like SmartFile.

## VIII. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	\$24,784,366
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- **Please provide preliminary ideas of how your department is planning to meet your budget target for FY2021.**
  - The CCAO is actively analyzing how technology is changing our processes and what impact that could have on our operations. In 2021 we reassess the City of Chicago. There are 1.8 million PINs in the entire County. In the City of Chicago there are 882,091 PINs. In 2021 we have to value over 52% of the total PINs in the County, making a City reassessment year our busiest and most costly in terms of mailings, postage, and publishing. By statute, the CCAO is required to provide notice and publish any changes to assessed value, including and changes made through appeal. We will partner with County to find any possible cost savings.

# FY2020 Mid-Year Budget Review

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## Board of Review

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### I. Update on FY2020 Goals and Objectives (List 2-3)

- **FY2020 Digital Appeals Processing System (DAPS) Enhancements**
  - The BOR is meeting our goal
  - BOR made improvements to the Illinois Property Tax Appeal Board (PTAB) workflow, Certificate of Error Process and the Exemption Application workflow. Some of the enhancements were accelerated by the Governor’s Stay at Home Order which forced BOR employees to work remotely.
  
- **FY2020 Goal #2 High Volume Subscription Service**
  - The BOR is implementing a new “Bulk Filing” feature of the subscription service for the 2020 appeal session.
  - The “Bulk Filing” enhancement will provide more revenue for the County.

### II. Year-End Revenue Projections (*for revenue generating departments*)

*Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps*

Revenue	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
<b>Fees and Licenses Board of Review</b>	\$416,667	73,000	\$343,667	-82%
<b>Revenue Source #2</b>				

- The current BOR revenue source is a “Data Subscription Service” provided to high volume users at the BOR. The product is a compiled data package of BOR appeal decisions which allows users to digitally organize their filings and results. The cost structure is based on appeal volume tiers. Users are invoiced annually at the beginning of the BOR Appeal Session. This revenue has yet to be received for this fiscal year. We anticipate meeting the revenue goals.
- For the 2020 Appeal Session, “Bulk Filing Service” has been added. This service will allow users to bulk file appeals through a web-based system. It is anticipated this service will increase revenues.

### III. FY2020 Year-End Expenditure Projections

# FY2020 Mid-Year Budget Review

*Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps*

<b>Operating Expenses</b>	<b>FY2020 YTD Budget</b>	<b>FY2020 YTD Actuals</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Personnel</b>	\$6,134,276	\$5,839,745	\$294,531	-5%
<b>Contractual Services</b>	\$69,133	\$43,772	\$25,361	-37%
<b>Supplies and Materials</b>	\$76,823	\$64,402	\$12,421	-16%
<b>Operations and Maintenance</b>	\$134,803	\$38,950	\$95,853	-71%
<b>Capital Expenditures</b>	\$-	\$-	\$-	-
<b>Rental and Leasing</b>	\$35,889	\$27,748	\$8,141	-23%
<b>Contingencies and Special Purposes</b>	\$-	\$-	\$-	-
<b>Total</b>	\$6,450,923	\$6,014,617	\$436,306	-7%

- *Explanation of variances greater than 1% and \$1 million—*  
Because the Board of Review’s Assessment Appeal Session begins near the end of the 3<sup>rd</sup> fiscal quarter, most of our spending takes place during the 3<sup>rd</sup> and 4<sup>th</sup> quarter. The largest being the operation and maintenance budget which funds the BOR OnBase Licenses and support and maintenance.
- *What corrective action will be taken if required?*  
No corrective action needs to be taken.

## IV. FY2020 Holdback Target

<b>Holdback Target</b>	\$875,014
<b>Amount of Holdback Achieved</b>	\$301,179

- Did you meet the holdback target identified for your department?

*The Board of Review holdback represents a near 40% reduction of non-personnel spending. The Board of Review worked with the Budget Department to provide a holdback that allows the Board to function and meet its primary fiduciary responsibility but still decreases expenses.*

## V. FY2020 Contracts

*Please provide a list of your department’s existing and anticipated contracts for FY2020 in the format provided below.*

# FY2020 Mid-Year Budget Review

Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date

- For any contract that is expiring this year, please indicate:
  - Whether the contract will be renewed, extended or re-bid.
  - If re-bid, the status of the procurement.

## VI. Capital Equipment Updates

*Please provide a list of your department's FY2020 capital equipment projects and the status of projects in the format provided below.*

Capital Equipment Project	Project Status (Not Started/Started/Delayed/Completed)	If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project

## VII. COVID-19 Operational Impacts

*Describe any take-aways regarding your operations as it relates to the COVID-19 public health crisis.*

- *How does your office serve the public?*

*The Board of Review (BOR) is charged by the Illinois State Legislature to review all assessment appeals and make corrections in order to promote equity. Residents come to the BOR when they feel their property assessment is incorrect due to the overvaluation of their property by the Assessor. Our goal is twofold: to provide an accurate and fair analysis of assessment appeals and to complete our work in a timely manner so that the distribution of real estate taxes to schools, libraries, municipalities, and other essential services is not interrupted. In addition, the BOR defends the County's assessment decisions at the Illinois Property Tax Appeal Board, which saves the County, Forest Preserve and all taxing bodies in Cook County millions of dollars annually.*

# FY2020 Mid-Year Budget Review

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*The Board of Review offers a front facing service for the residents of Cook County. Currently, the Board of Review is open to the public and provides taxpayer services to both walk-in residents and those who have made appointments.*

*During a BOR Assessment Appeal Session, the Board holds seminars throughout the County on the property tax system and how and why to file an assessment appeal. The Board contacts hundreds of residents and provides direct, in person services to homeowners and business owners.*

*In addition to the taxpayer services above, the Board of Review has an extensive in person hearing function, in which pro se or legal representation appear before the Board to present an appeal of assessment value. During the 2019 appeal session, the BOR held over 13,000 hearings for Cook County taxpayers.*

- *Describe any initiatives you have implemented that have resulted in greater efficiencies within your operations.*

*In 2015, the Board of Review (BOR) launched its award winning, state-of-the-art Digital Appeals Processing System (DAPS). Since its creation and implementation, DAPS has created a more efficient BOR workflow. The system transformed the Board from a paper-based workflow to a state of the art, digital enterprise content management system. Since 2015, BOR has improved other aspects of DAPS including, appeal processing, maintenance, and data transfer, saving weeks from the tax bill cycle. During the 2019 Appeal Session, more than 91% of appeals were filed online.*

*The inception of a digital workflow allowed the BOR to seamlessly move to a remote working environment in the middle of the highest appeal volume session in the history of the Board. Within the first few days of the closing of the County Building, nearly 100% of the BOR analysts had transitioned to remote work. During one the most critical stages of completing the 2019 Appeal Session, the BOR was able to transition to remote working and complete 253,000 appeals, the highest volume in the history of the Board, meeting the deadline to allow tax bill to go out on time.*

- *Describe which, if any, of these initiatives can or will be carried forward into your operations as we transition back to full operation.*

*By establishing our ability to remotely work effectively and efficiently, the BOR can now use remotely working as a management tool. For example, the BOR averages tens of thousands overtime hours. By providing work from home options, we may reduce our overtime obligation.*

- *Describe areas of further opportunities you foresee for increased efficiencies within your operations.*

*Preparation for the Post COVID-19 world has allowed management to evaluate all BOR processes and we look forward to streamlining interaction with the public especially with the appeal hearing process.*

# FY2020 Mid-Year Budget Review

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- *How did you incorporate technology into your processes in the midst of COVID-19?*

*Having made a prior investment into technology allowed the BOR's a seamless transition from office to remote work environment during the COVID-19 crisis. In March, BOR management created a work from home plan weeks prior to the decision to leave the office. Within two days of making the decision to move to a remote work environment, the analytical staff was working from home at nearly full capacity. The Bureau of Technology provided VPN access, "hot spot" remote internet access, and excellent support services.*

*In this extremely difficult situation, the BOR was able to complete the highest annual volume of appeals, 253,000 meeting the deadline to allow tax bill to go out on time.*

- *Are you envisioning your real estate footprint changing post COVID-19?*

*The BOR physical space is the biggest challenge facing the Board in its post COVID-19 "Return to Work" environment. The current workspace will not adequately function for the number of employees. The light and airflow are insufficient. Before the full effects of COVID-19 the BOR had been working on a holistic reengineering and renovation of the BOR workspace. The BOR capital budget submission included a Space Allocation Committee application. We look forward to working the Board and the Bureau of Asset Management on planning and creating a safe, efficient and comfortable workspace for our employees.*

- *How do you envision your office supply/professional service needs changing post COVID-19?*

*The most demanding change post COVID-19 will be the means in which we are communicating with the public. In the past, we hosted many outreach events, in which the public would gather. With the prohibition of large "in person" gatherings, this appeal session, the BOR will need to rely on other means of explaining the process and ensuring all residents are afforded the opportunity to have their voices heard. In addition, the process of the Board may change quickly based on evolving restrictions and reopening measures. The BOR will need to invest in the ability to quickly and efficiently communicate to the public.*

- *Are you contemplating implementing more self-service processes within your office and what impact would that have on your budgets?*

*As part of the Board of Review's award winning, state-of-the-art Digital Processing System (DAPS), homeowners have been able to create accounts allowing individuals to file appeals, upload information, check status of appeal and receive communication about appeal decisions online. The public facing function of DAPS has allowed Cook County property owners to remotely interact with the BOR. DAPS has increased our technology support and maintenance cost while decreasing our postage, paper and printing costs.*

# FY2020 Mid-Year Budget Review

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*To reduce the number of onsite visitors to the office, the BOR has implemented self-servicing processes in the Hearing process of the appeal session. BOR Clerk staff is engaging taxpayers with additional information about their properties and implementing telephonic and video conferences to answer questions about property owners appeals.*

## VIII. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	\$12,391,217
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- Please provide preliminary ideas of how your department is planning to meet your budget target for FY2021.
  - *The BOR will explore all options of efficiencies across all expenses that will not prevent the BOR from fulfilling its responsibilities to the County and its constituents. However, the targeted budget level will not allow the Board to complete its appeal session on time for second installment tax bill to be mailed.*

# FY2020 Mid-Year Budget Review

## Office of the Clerk of the Circuit Court

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### I. Update on FY2020 Goals and Objectives (List 2-3)

#### o FY2020 Goal #1: Court Operations, E-Filing Program

Court Operations, e-Filing Program (Output Metric)	2018 Year End Actual	2019 Year End Actual	2020 Year to Date 2nd Quarter Actual	2020 Year End (Revised) Target
Number of e-Filings	1,480,022	3,017,961	1,113,703	2,500,000

- o On July 1, 2018, e-Filing became mandatory for all civil areas of law. From 2018 to 2019 the number of e-filings doubled. Although first quarter FY2020 was 736,053 e-Filings, the second quarter e-Filings decreased to 377,650 due to the COVID-19 pandemic. We previously anticipated our FY2020 target to reach 3,000,000. However, due to COVID-19 we now project that the number of e-Filings to be approximately 2,500,000.

Court Operations, e-Filing Program (Efficiency Metric)	2018 Year End Actual	2019 Year End Actual	2020 Year to Date 2nd Quarter Actual	2020 Year End (Revised) Target
Average number of documents e-Filed per FTE (71.1 FTE in FY2018, 147 FTE in FY2019 and 241 FTE in FY2020)	20,816	20,530	4,621	10,373

- o The Employee Efficiency Metric shown above reflects that the number of Clerk of the Circuit Court employees working on electronic court filings (e-filings) increased since e-filing became mandatory in mid-year 2018 from 71.1 FTE in FY2018, 147 FTE in FY2019 to 241 FTE in FY2020. Employees working on e-filings review electronic court filings, process, accept and reject electronic court filings and attend to fee and no-fee filing customers. Due to COVID-19 and an increase in the number of employees handling these processes, we anticipate employee efficiency to be around 10,373 number of documents e-filed per employee for FY2020.

# FY2020 Mid-Year Budget Review

- **FY2020 Goal #2: Human Resources Program**

Human Resources Program (Output Metric)	2018 Year End Actual	2019 Year End Actual	2020 Year to Date 2nd Quarter Actual	2020 Year End (Revised) Target
Training hours of employees and outside attendees	6,114	48,050	12,018	30,000

Human Resources Program (Efficiency Metric)	2018 Year End Actual	2019 Year End Actual	2020 Year to Date 2nd Quarter Actual	2020 Year End (Revised) Target
Average hours of training per employees and outside attendees	3.5	6.3	4.7	6.0

- In FY2019, CCC employees and outside attendees hours of training spiked dramatically as a result of our employees being trained on the new systems, e-filing and Case Management System, and the new processes put in place. The training will continue until our staff has been fully and proficiently trained. The large number of hours of employee training has resulted in higher employee efficiency, effectiveness and improved customer service. Due to the COVID-19 pandemic, training hours through second quarter FY2020 was only 12,018 hours. We anticipate total annual training hours for FY2020 to reach the year’s target of 30,000 hours.

## II. Year-End Revenue Projections (for revenue generating departments)

Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps

Revenue	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
Revenue Source #1	\$37,650,000	\$31,333,244	-\$6,316,756	-16.8%
Revenue Source #2				

# FY2020 Mid-Year Budget Review

- Explanation of variances greater than 1% and \$1 million. The 16.8% unfavorable variance is due to COVID-19, “Stay at Home” mandate, court room closures, high unemployment, non-payment of fines, fees and costs, and a decrease in mostly traffic, civil and chancery case filings.
- What corrective action will be taken? We anticipate revenues to gradually begin increasing in July 2020 due to the reopening of the courts. Customers are encouraged to utilize the Clerk’s Office website to obtain information regarding remote services, such as paying traffic tickets by phone, and obtaining court case information via text and or email. However, we are unable to determine the impact that a possible resurgence of COVID-19 may have in the third and fourth quarters of this fiscal year. We will continue to monitor the fluctuations in the case filings and revenues.

### III. FY2020 Year-End Expenditure Projections

*Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps*

<b>Operating Expenses</b>	<b>FY2020 YTD Budget</b>	<b>FY2020 YTD Actuals</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Personnel</b>	\$44,915,990	\$43,161,644	\$1,754,346	3.9%
<b>Contractual Services</b>	\$396,627	\$508,311	-\$111,684	-28.2%
<b>Supplies and Materials</b>	\$104,786	\$112,413	-\$7,627	-7.3%
<b>Operations and Maintenance</b>	\$3,613,625	\$3,594,812	\$18,813	0.5%
<b>Capital Expenditures</b>	\$0	\$0	\$0	0%
<b>Rental and Leasing</b>	\$245,402	\$198,230	\$47,172	19.2%
<b>Contingencies and Special Purposes</b>	\$0	\$0	\$0	0%
<b>Total</b>	\$49,276,430	\$47,575,410	\$1,701,020	3.5%

- The following is the explanation of variances greater than 1% and \$1 million and the corrective action taken:

# FY2020 Mid-Year Budget Review

Operating Expenses Accounts	Variance Explanation/Corrective Action
<b>Personnel</b>	Positive variance during the first half of the year is due to the slow approval rate in the hiring process. The variance will decrease during the second half of the year to a much smaller positive variance due to the Department of Budget and Management Services (DBMS) approval of the Request to Hires (RTH).
<b>Contractual Services</b>	Negative variance is due to various annual contracts processed during the first half of the year, paid or encumbered for the whole year, such as the City of Chicago & Suburban Tickets (\$77,150) and the annual budgeted amounts charged by the County for communications during the first half of the year (\$37,191). The negative variance should disappear by the end of the year.
<b>Supplies and Materials</b>	Negative Variance is due to COVID-19 unanticipated expenses for the purchase of health and safety supplies, such as Plexiglass, face masks, gloves and sanitizers. Also, the County charged all of the annual budgeted amount for the Lexis Nexis contract in the first half of the year (\$10,513). Whether a negative variance exists at the end of the fiscal year depends on if COVID-19 expenses are reimbursed.
<b>Operations and Maintenance</b>	Please note that the year-to-date budget through 5/31/20 for this category of accounts should be \$2,707,240 (half the Budgeted \$5,414,480) and not \$3,613,625 as stated in this report. Maintenance & Repair and Maintenance and Repair of Data Processing Equipment are the major accounts with large dollar contract amounts. The County charged all of the annual budgeted amounts of several County-Wide contracts during the first half of the year resulting in higher portion of the annual budget expensed during the first half of the year which should have incurred a negative variance. There should be no variance as the year comes to a close.
<b>Rental and Leasing</b>	Please note that the year-to-date budget through 5/31/20 for this category of accounts should be \$149,139 (half the Budgeted amount of \$298,278) and not \$245,402 as stated in this report. The annual budgeted amount of \$195,230 for County-Wide Canon photocopier lease was charged during the first half of the year, which would have resulted in a negative variance as of 5/31/20. The negative variance should disappear by the end of the year.

# FY2020 Mid-Year Budget Review

<b>Total</b>	As the year progresses, the variances should decrease. No significant variances are expected by the end of the year, if COVID-19 unanticipated not budgeted expenses are reimbursed.
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## IV. FY2020 Holdback Target

<b>Holdback Target</b>	<b>\$6,513,443</b>
<b>Amount of Holdback Achieved</b>	<b>\$6,513,443</b>

- Did you meet the holdback target identified for your department? **Yes.**
- If no, please explain the factors that were considered when developing your holdback amount.

## V. FY2020 Contracts

*Please provide a list of your department's existing and anticipated contracts for FY2020 in the format provided below.*

<b>Vendor</b>	<b>Commodity</b>	<b>Contract Amount</b>	<b>Type of Contract</b>	<b>Contract Start Date</b>	<b>Contract Expiration Date</b>
<b>CHICAGO TRIBUNE</b>	<b>PUBLICATION OF LEGAL NOTICES - Court Ordered</b>	<b>\$60,000.00</b>	<b>COUNTY-WIDE</b>	<b>8/1/2019</b>	<b>7/31/2020</b>
<b>CDW-G / SHI International</b>	<b>VMWARE SUPPORT SUBSCRIPTION PRODUCTION TECHNICAL SUPPORT - Licenses for server environment</b>	<b>\$29,434.77</b>	<b>Marketplace</b>	<b>8/5/2019</b>	<b>8/5/2020</b>

# FY2020 Mid-Year Budget Review

CDW-G / SHI International	MAINTENANCE FOR IDERA SQL DIAGNOSTIC MANAGER SOFTWARE - Licenses for troubleshooting in server environment	\$13,297.30	Marketplace	8/17/2020	8/17/2020
Envelope Connection	Printing of Court Diversion Envelopes	\$33,600.00	Bid >25,000	8/31/2020	8/31/2020
TRADEMARK PRODUCTS	REPAIR OF ELECTRIC STAMPS, HAND STAMPS & SEALS	\$20,000.00	Bid <25,000	8/31/2020	8/31/2020
CDW-G / SHI International	MAINTENANCE OF SYSB II SOFTWARE	\$86,659.51	MARKETPLACE	8/31/2020	8/31/2020
CDW-G / SHI International	FORTINET / FORTIGATE - Maintenance & Technical Support Firewall to protect from outside virus.	\$7,914.80	MARKETPLACE	8/31/2020	8/31/2020
CDW-G / SHI International	MAINTENANCE FOR HP HARDWARE	\$160,636.87	MARKETPLACE	9/30/2020	9/30/2020
CUMMINS-ALLISON CORP	Maintenance of currency counters	\$29,775.00	Sole source	10/14/2020	10/14/2020
ENGINEERED SECURITY SYSTEMS (ESS)	MAINTENANCE FOR PREVENTATIVE HARDWARE AND SOFTWARE FOR CAMERA SECURITY, CASHIERING SYSTEM	\$179,848.92	Formal Bid	10/17/2020	10/17/2020
POWELL	PHOTOGRAPHIC CONTRACT - CW	\$12,500.00	COUNTY-WIDE	10/25/2020	10/25/2020

# FY2020 Mid-Year Budget Review

ZUNO	PHOTOGRAPHIC CONTRACT - CW	\$12,500.00	COUNTY-WIDE	10/25/2020	10/25/2020
VIDEO PARACHUTE	PHOTOGRAPHIC CONTRACT - CW	\$12,500.00	COUNTY-WIDE	10/25/2020	10/25/2020
SHI International	MAINTENANCE enhanced support IDERA PRECISE SQL LICENSES	\$10,000.00	MARKETPLACE	10/30/2020	10/30/2020
GARTNER INC	INDIVIDUAL ACCESS ADVERTISEMENT FOR IT PROFESSIONALS	\$88,900.00	Sole Source	11/30/2020	11/30/2020
SHI International	MAINTENANCE FOR HYLAND ONBASE SOFTWARE - Licenses Images for troubleshooting in server environment	\$144,491.80	Marketplace	12/31/2020	12/31/2020
MICROSOFT	MAINTENANCE FOR MICROSOFT PREMIER	\$73,160.00	County-Wide	1/6/2021	1/6/2021
SHI International	Uila - Cyber Threat monitoring software	\$105,580.37	Direct-Pay	1/21/2021	1/21/2021
DAVIS BANCORP	Armored car service	\$81,168.00	COUNTY-WIDE	3/31/2021	3/31/2021
TYLER TECHNOLOGY	ELECTRONIC CASE MANAGEMENT	\$36,449,035.00	Sole Source	4/8/2021	4/8/2021
SHI International	MAINTENANCE FOR INSIGHT	\$17,265.31	Marketplace	4/30/2021	4/30/2021
Johnson Control	Security monitoring	\$15,000.00	COUNTY-WIDE	5/14/2021	5/14/2021
CENTURY SPRINGS	Bottled water contract	\$20,000.00	COUNTY-WIDE	5/17/2021	5/17/2021

# FY2020 Mid-Year Budget Review

TRADEMARK PRODUCTS	NEW HAND STAMPS	\$20,000.00	Bid <25,000	5/18/2021	5/18/2021
ENSONO	MAINFRAME OUTSOURCING - DISASTER RECOVERY IMPLEMENTATION	\$2,000,000.00	County-Wide	9/30/2021	9/30/2021
Paper Solutions	Supply and Delivery of City and Suburban Tickets	\$264,280.00	Bid >25,000	11/30/2021	11/30/2021
SHI INTERNATIONAL	VMWARE ENTERPRISE LICENSES - for Server Environment	\$47,868.95	MARKETPLACE	8/14/2022	8/14/2022
CDW-G / SHI International	MAINTENANCE IDERA PRECISE SQL LICENSES - troubleshooting in server environment	\$40,518.80	MARKETPLACE	10/30/2023	10/30/2023
CDW-G / SHI International	MAINTENANCE IDERA ER/STUDIO DATA ARCH PLATFORM - License for migration to CMS	\$21,810.31	MARKETPLACE	11/8/2023	11/8/2023

## VI. Capital Equipment Updates

*Please provide a list of your department's FY2020 capital equipment projects and the status of projects in the format provided below.*

# FY2020 Mid-Year Budget Review

FY20 Capital Equipment Project	Project Status (Not Started/Started/Delayed/ Completed)	If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project
21144 CCC Legacy 4.1.3 Hardware	Started	Completion Expected late FY20, Early FY21
21144 CCC Legacy 4.2 Software	Started	Completion Expected late FY20, Early FY21
21144 CCC Legacy 5.2 implementation	Started	Completion Expected late FY20, Early FY21
24675 e-filing for Criminal and Traffic Integration Project	Not started	Funds have been repurpose for IT Equipment
24676 Stand-alone Mainframe Applications Replacement Project	Not started	Project was moved to FY21
24665 Passenger Van	Started	Have PO had to wait for County Board to approve appropriation
24667 Microfilm Machine	Delayed	Will complete Contract amendment in July

## VII. COVID-19 Operational Impacts

*Describe any take-aways regarding your operations as it relates to the COVID-19 public health crisis.*

- *How does your office serve the public? Due to COVID-19 the Clerk's Office is advising customers to limit in-person contact by using the Clerk's Office remote services.*
  - *The Clerk's Office provides specialized customer service assistance to both self-represented litigants and attorneys through both remote access and in-person services.*
  - *The Clerk's Office website provides a list of email addresses for customers to request to schedule appointments for in-person services or to obtain court dates. Telephone numbers for texting requests for*

# FY2020 Mid-Year Budget Review

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*court dates are also listed on the website. Additionally, “Pay by Phone” numbers are also listed on the website for paying traffic fines, requesting to attend traffic safety school and obtaining court hearing dates*

- *Customers can access or look up court case information by downloading the Clerk of the Circuit Court Mobile App or by accessing the Electronic Docket*
- *Customers can access fillable court forms on the Clerk’s website*
- *Expungement/Sealing information and Electronic Appeals Filings can be obtained from the Clerk’s website*
- *A link to Electronic Service Providers via the E Filing Information Portal is also listed on the website*
- *Customers can subscribe to our mailing list, and sign up for case management E-Notices*
- *Attorneys can access the CCC Portal to access Criminal Data, apply for an attorney code and obtain free email case monitoring service.*
- *Describe any initiatives you have implemented that have resulted in greater efficiencies within your operations. The following initiatives and efficiencies were implemented:*
  - *Clerk’s Office website was updated to increase customer’s awareness of remote services offered by the Clerk’s Office in accessing court case information. The website provides a list of email addresses and telephone numbers for customers to call and or text requests for court case information and court dates, and Pay by Phone services without coming into the court house.*
  - *Thirty-four cell phones were issued to Court Operations staff to expedite assistance to customers entering the courthouses without a scheduled appointment. Customers can provide their contact information and subsequently have their requests addressed via text and or email to minimize the amount of time in the courthouse.*
  - *Due to the “Stay at Home” mandates over 200 laptops were issued to Clerk’s Office employees to enable them to process work from home. The laptops continue to be redeployed and reassigned to staff on rotating schedules who are required to work from home due to social distancing requirements.*
  - *Assigned staff to Cook County task forces to keep abreast of changes in operations within Cook County that may affect the Clerk’s Office.*
  - *The Clerk’s Office began scheduling meetings on Zoom and Microsoft Teams to expedite communications with staff regarding the impact that COVID-19 has on operations and to discuss operational changes needing to be implemented to provide remote services to customers.*
  - *Implemented remote training for staff during the pandemic.*

# FY2020 Mid-Year Budget Review

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- *Communicated critical information through mass emails and text messages to keep staff informed during the COVID-19 crisis.*
- *Issued VPN accounts and provided Remote Desktop access to over 350 staff.*
- *Describe which, if any, of these initiatives can or will be carried forward into your operations as we transition back to full operation. The Clerk's Office will continue to utilize the identified initiatives until more or better efficiencies are identified and or implemented.*
- *Describe areas of further opportunities you foresee for increased efficiencies within your operations. More training could be provided to staff regarding Zoom and Microsoft Teams features. Improvements need to be made to reduce the lengthy hiring process. The inability to quickly hire new court clerk and management staff limits our capacity to adequately support judges, and lowers office morale by overworking staff.*
- *How did you incorporate technology into your processes in the midst of COVID-19? The Clerk's Office utilized Zoom and Microsoft Teams to conduct Project Management and Implementation meetings for the new Case Management System. Utilized Microsoft Teams to conduct remote training for court clerks and other staff on the new Case Management System. Utilized virtual meetings to communicate with staff and provide remote access to data for those working from home. Utilized virtual meetings to conduct meetings with Executive and Senior Management and with Collective Bargaining Unit employees. The Technology and Innovation Bureau provided employees the ability to electronically review, process, and sign documents.*
- *Are you envisioning your real estate footprint changing post COVID-19? The Clerk's Office does not anticipate a change in its real estate footprint post COVID-19.*
- *How do you envision your office supply/professional service needs changing post COVID-19? Office supplies and professional services may be impacted by a possible resurgence of COVID-19. The Clerk's Office will be expected to continue to provide Personal Protective Equipment (PPE) to safeguard staff. Supply costs for items such as paper and toner may increase due to the scanning and certification of documents needing to be issued for emergency orders. Additional technical equipment and support services such as laptops, electronic signature, Zoom licenses, etc. will be needed to support employees working from home, and internal communications.*
- *Are you contemplating implementing more self-service processes within your office and what impact would that have on your budgets? Self-service options currently in place prior to and post COVID-19 will continue to be used. Due to the Illinois Supreme Court's, Access to Justice Program's requirements for the Clerk's Office to assist Self-Represented Litigants, the Clerk's Office is limited in its self-service options.*

# FY2020 Mid-Year Budget Review

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## VIII. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	<b>91,253,076</b>
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- Please provide preliminary ideas of how your department is planning to meet your budget target for FY2021. *The Clerk’s Office plans to meet its budget target for FY2021 by adjusting the hiring dates for its vacant positions. Additionally, the Clerk’s Office is planning to meet its budget target by requesting reimbursement for 2020 COVID-19 related labor costs incurred within our Special Purpose and Public Safety Funds. The costs were incurred in the following manner:*

### Court Automation

- *The Technology & Innovation (T&I) Bureau (including the Chief Information Officer, Deputy Chief Information Officer, Chief Deputy Clerks, managers, programmers and other technology staff) spent a vast number of hours reprogramming the Clerk’s Office systems to change court dates, and generate postcards mailed to notify customers of changes in their court dates due to court closures. The changes were made during the second and third quarters of the fiscal year.*
- *T&I staff also spent hours issuing laptops and providing VPN access to staff to enable them to Work from Home during the “Stay at Home” executive orders issued by the Governor of Illinois and Mayor of Chicago to minimize the impact of the pandemic.*
- *T&I spent time updating the Clerk’s website with lists and notices informing the public of remote access to obtain court case information via text or email, contact information for scheduling in-person services, and “Pay by Phone” telephone numbers and email addresses for paying traffic tickets and scheduling traffic safety school.*

### Document Storage

- *The Facilities and Records Management Bureau Associate Clerk (“Associate”) spent a vast number of labor hours, as the Clerk’s Office Re-entry Captain, attending Cook County and Clerk of the*

# FY2020 Mid-Year Budget Review

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*Circuit Court planning and re-entry meetings. The meetings were held to identify ways for safe re-entry of staff returning to work and customers returning to court.*

- *The Facilities and Records Management Bureau Associate Clerk worked with Cook County and Daley Center management to identify public facing areas within the Clerk's Office where plexiglass would be installed to protect staff from potential exposure to COVID-19 while serving the public.*
- *The Facilities and Records Management Bureau Associate Clerk also worked with Clerk's Office management to coordinate the placement of decals and signs informing customers of the requirements for social distancing while obtaining services from Clerk's Office departments.*
- *The Facilities and Records Management Bureau Associate Clerk and the Records Center Delivery team spent a vast number of hours coordinating the pick-up, inventory and delivery of Personal Protective Equipment (PPE).*

*The Court Automation and Document Storage Special Purpose funds are self-sustaining funds whereby fund balances are carried forward to the next fiscal year. A positive fund balance can be used in a subsequent years to offset any special purpose fund related cost. Therefore, reimbursements received in the special purpose funds for labor costs spent in FY2020 will generate a year-end positive available fund balance that can be used to offset 2021 expenditures.*

*The Clerk's Office will request to transfer any projected 2021 special purpose fund related costs within in the Public Safety Fund to the appropriate Special Purpose fund balance. The transfer of costs out of the Public Safety Fund will reduce the burden and/or deficit within the fund.*

*The available fund balance can be used in FY2021 to assist the Clerk's Office with meeting its FY2021 target within the Public Safety Fund, and possibly enable the Clerk's Office to request for the original preliminary budget request of \$103,687,165.00 to be restored.*

## *Public Safety Fund*

- *The Clerk, along with the Executive and Senior Staff spent hours planning and meeting to discuss the re-entry of the Clerk's Office staff, and customers returning to court.*
- *Meetings were held on Zoom and Microsoft Teams to discuss with staff operational changes needing to be implemented to provide remote services to customers.*
- *Executive and Senior Staff spent time identifying the information programmed on thirty-four cell phones to enable Court Operations staff to provide Clerk's Office contact information to customers. The cell*

# FY2020 Mid-Year Budget Review

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*phones are being used by staff to assist customers who show up without a scheduled in-person meeting. The customer's cell phone number and or email address is obtained and the customer's request is addressed via text and or email, thus minimizing the amount of time customers need to spend within the courthouse.*

- *Procurement and Supply Room staff a vast number of hours ordering, inventorying and issuing PPE supplies to departments across the Clerk's Office. The supplies were issued to essential skeleton crew workers that were required to continue to service customers with emergency orders. PPE was also issued to departments to provide PPE for staff returning to work.*

*The Clerk's Office also plans to request reimbursement for 2020 COVID-19 related costs impacting the Public Safety Fund. The funds will be used to reducing the liabilities outstanding within the fund offsetting deficits within the General Fund.*

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000075238	VITAL DATA TECHNOLOGY LLC	H20-25-030 - Service, Medicare HEDIS reporting	652,500.00	1-Feb-20	31-Jan-23	
77000075235	VITAL DATA TECHNOLOGY LLC	H17-25-029 - Service, Medicaid HEDIS Reporting	1,265,700.00	1-Feb-20	31-Jan-23	
77000075074	STANDARD TEXTILE CO INC	H19-25-0138 - Supply, Cubicle Curtains	125,885.00	1-Sep-19	28-Feb-21	
77000075046	RISARC CONSULTING,LLC	SERVICE, H20-25-056, PHYSICIAN AND FACILITY BILLING AND CODING AND CLAIMS MANAGEMENT SERVICES USING ARTIFICIAL INTELLIGENCE (AI) SOFTWARE	18,000,000.00	1-Apr-20	31-Mar-23	
77000075045	UNIVERSITY OF ILLINOIS @ CHICAGO	H20-25-008 - SERVICES, PROFESSIONAL CONSULTING SUPPORT SERVICES FOR COOK COUNTY HEALTH EMPLOYEES	200,000.00	1-Jun-20	31-May-21	
77000074908	ACUMED INC	H20-25-042 - Orthopedic and Biological Supplies for Surgeries	1,900,000.00	1-Mar-20	28-Feb-23	
77000074758	CHRISTIE R EDWARDS	H20-25-0146 - SERVICES, PROJECT CONSULTANT ILLINOIS SUPPORT GRANT	139,360.00	1-Jul-20	30-Jun-21	
77000074753	UNIVERSITY PATHOLOGY DIAGNOSTICS	HA20-042 - SERVICES, ILLINOIS BREAST AND CERVICAL CANCER PROGRAM (IBCCP)	5,600.00	1-Jul-19	30-Jun-21	
77000074736	TEMPLE FITNESS II CORPORATION	HA20-040 - SERVICES, MASTER TRAINER CONSULTANT FOR THE IPHI DPP CHICAGO CARES PROGRAM	1,875.00	1-Oct-19	30-Sep-21	
77000074722	GREAT KIDS, INC	HA20-033 -- SERVICES, VIRTUAL GROWING GREAT KIDS PRENATAL-36 MONTHS SEMINAR	6,955.00	1-Jun-20	31-Aug-20	
77000074711	PAYMENTUS CORPORATION	SERVICE, PATIENT BILLING BY INTERACTIVE TELEPHONE VOICE RESPONSE SYSTEM (IVR) OR WEBSITE	24,900.00	1-Jul-20	30-Jun-25	To be determined with the User Department.
77000074679	ABBOTT RAPID DIAGNOSTICS INFORMATICS, INC	H20-25-0057 - Service, Software Licenses and Support for Siemens Healthineers Clinitek Status Connect Module	57,901.50	13-Mar-20	12-Mar-25	
77000074647	VUAANT, INC	Service, H20-25-0080 - Cares.ai Saas Platform	79,000.00	1-Jun-20	31-May-23	
77000074612	FRANCISCAN ST. JAMES	H20-25-080, Service - Program Addendum to Cooperative Education Master Agreement for the Department of Orthopedic, Trauma and Burn Unit	187,130.00	1-Jul-20	30-Jun-21	

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000074437	BCT CONSULTING, INC.	H20-25-0135 -- SERVICE, SOCIAL MEDIA ADVERTISING FOR TOBACCO PREVENTION, SEXUALLY TRANSMITTED INFECTIONS AND LEAD POISONING PREVENTION	85,000.00	1-Apr-20	31-Mar-21	
77000074420	ORASURE TECHNOLOGIES INC	H20-25-055 - Supply, Oraquick Advance Rapid HIV 1/2 Kits and Controls	151,500.00	1-Apr-20	31-Mar-23	
77000074268	VICKIE G. WHEELER	SERVICE, H20-25-0091, COVID-19 EMERGENT HEALTH CARE PROVIDER SERVICES REGISTERED NURSE	17,280.00	1-May-20	30-Oct-20	Extension will depend on whether there is a second wave of COVID 19 and available funds
77000074245	DARA GRENNAN	SERVICE, H20-25-0099, COVID-19 EMERGENT HEALTH CARE PROVIDER SERVICES, MEDICAL DISASTER PROVIDER #15005	10,440.50	1-Apr-20	30-Sep-20	Extension will depend on whether there is a second wave of COVID 19 and available funds
77000074341	EVERTHRIVE ILLINOIS	H20-25-0117 -- SERVICE, CONSULTATION	39,000.00	1-Oct-19	30-Sep-22	
77000074223	DRESNER SECURITIES, INC.	H20-25-0109, Financial Service - CountyCare	135,000.00	13-Apr-20	31-Aug-20	
77000074063	FAMILY CHRISTIAN HEALTH CENTER	HA20-046 -- SERVICES, ILLINOIS BREAST AND CERVICAL CANCER PROGRAM (IBCCP)	6,760.00	1-Jul-19	30-Jun-21	Contract will end in August.
77000074065	CARDINAL HEALTH 200, LLC	H20-25-006 - Supply, Distribution of Laboratory Supplies and Products	3,000,000.00	1-May-20	30-Apr-23	
77000073919	METAPHRASIS LANGUAGE & CULTURAL SOLUTIONS, LLC	HA20-054 -- SERVICES, INTERPRETATION AND TRANSLATION	10,000.00	1-Jun-20	31-May-21	
77000073867	ABBOTT LABORATORIES	H20-25-025 - Supply, Realtime SARS CoV-2 Reagent Kits and Consumables	1,446,996.00	27-Mar-20	30-Sep-20	
77000073864	CHICAGO CHILDREN'S ADVOCACY CENTER	H20-25-0065 -- CONSULTATION FOR THE DOJ OVC PROJECT CHILD GRANT	48,900.00	1-Oct-19	30-Sep-22	Expect renewal
77000073863	SPECIALISTS IN MEDICAL IMAGING SC	HA20-047 -- ILLINOIS BREAST AND CERVICAL CANCER PROGRAM (IBCCP)	8,800.00	1-Jul-19	30-Jun-21	
77000073839	BTL ARCHITECTS, INC	HA20-051 - Service, Annual Inspection of Fall Protection and Suspended Access System	4,880.00	18-May-20	17-May-21	
77000073777	R&S SOLUTIONS LLC	Pharmacy Drug _ Bexarotene	50,000.00	4-Jun-20	3-Jun-21	
77000073758	LEGACY MEDICAL CARE INC	HA20-041 SERVICES, ILLINOIS BREAST AND CERVICAL CANCER PROGRAM (IBCCP)	10,200.00	1-Jul-19	30-Jun-21	
77000073591	CARDINAL HEALTH 200, LLC	H20-25-060 - Supply, reagents, service, usage of bactec fx instruments	584,076.78	1-Mar-20	28-Feb-23	
77000073579	RUSH OAK PARK HOSPITAL, INC.	HA20-043 -- SERVICES, ILLINOIS BREAST AND CERVICAL CANCER PROGRAM (IBCCP)	11,400.00	1-Jul-19	30-Jun-21	

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000073567	RUSH OAK PARK HOSPITAL, INC.	H20-25-0116 -- ILLINOIS BREAST AND CERVICAL CANCER PROGRAM (IBCCP)	67,000.00	1-Jul-19	30-Jun-21	
77000073565	JOINT COMMISSION RESOURCE	H20-25-0078 -- SERVICE, ACCREDITATION PREPARATION	31,200.00	1-May-20	30-Sep-20	
77000073555	HOYLETON YOUTH & FAMILY SERVICES	H20-25-0066 -- SERVICES, CONSULTATION SERVICES PROJECT C.H.I.L.D GRANT	39,051.00	1-Oct-19	30-Sep-22	Expect renewal
77000073535	PROFESSIONAL CLINICAL LABORATORIES LLC	HA20-044 -- ILLINOIS BREAST AND CERVICAL CANCER PROGRAM (IBCCP)	5,400.00	1-Jul-19	30-Jun-21	
77000073521	AARETE, LLC	H20-25-040, Financial Advisory	480,000.00	10-Feb-20	9-Feb-21	
77000073551	RUSH OAK PARK HOSPITAL, INC.	H20-25-0113 -- ILLINOIS BREAST AND CERVICAL CANCER PROGRAM (IBCCP)	110,000.00	1-Jul-19	30-Jun-21	
77000073541	BRIGHT LIGHT RADIOLOGY	H20-25-0114 - SERVICE, ILLINOIS BREAST AND CERVICAL CANCER PROGRAM (IBCCP)	70,000.00	1-Jul-19	30-Jun-21	
77000073518	BCT CONSULTING, INC.	H20-25-0133 -- SERVICE, COVID-19 CONTENT DEVELOPMENT, MAINTENANCE AND SUPPORT	56,000.00	1-May-20	30-Nov-21	
77000073395	ON THE MARK CONSULTING	HA20-037 -- SERVICES, THE ROLE OF SOCIAL WORKERS IN A RECOVERY ORIENTED SYSTEM OF CARE, WORKSHOPS	1,300.00	29-Jan-20	30-Sep-20	
77000073375	PRAXAIR HEALTHCARE SERVICES, INC.	Service Medical Gas	1,200,000.00	9-Dec-19	8-Dec-22	To be determined with the User Department.
77000073366	HENRICKSEN & COMPANY, INC.	H20-76-059 - Suppy, Furniture for Harrison Square	168,477.24	1-Apr-20	31-Mar-21	
77000073296	RED HAWK FIRE & SECURITY	HA20-035 - Service, provision and installation of card access and video surveillance matteson	19,833.00	11-May-20	10-May-21	
77000073294	MED ONE CAPITAL FUNDING- TEXAS L.P	H20-25-0136, Service Agreement for ScrubEx Equipment for Scrub Distrubution & Service	54,696.00	1-Jun-20	31-May-21	
77000073236	NORTHWESTERN MEDICAL FACULTY FOUNDATION	H19-25-0118 Northwestern Medical Group Services consisting of Maternal Fetal Medicine	116,100.00	1-Sep-19	31-Aug-20	
77000073377	HEALTH MANAGEMENT ASSOCIATES, INC.	SERVICE, H20-25-066, REIMBURSEMENT SUPPORT SERVICES FROM MEDICARE AND MEDICAID	1,200,000.00	15-Apr-20	14-Apr-21	Expect renewal
77000073329	VISION RT INC.	H20-25-011 Vision RT maintenance support and upgrades for Vision RT system	209,319.00	1-Dec-19	30-Nov-22	
77000073235	SOFT COMPUTER CONSULTANTS INC.	H20-25-0127 - Service, develop software interface for streck/diesse cube 30 ESR instrument	27,975.00	18-May-20	17-May-21	

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000073191	INTELLIGENT POWER SOLUTIONS INC	HA20-050 - Service, Preventative Maintenance, Battery, & Fan Replacement For UPS on Pathology Instruments	9,700.00	18-May-20	17-May-23	
77000073190	POLYMEDCO INC	HA20-030 - Service, Maintenance of Pathfast cardiac biomarker analyzer 1807D3217	7,790.25	26-Feb-20	25-Feb-22	
77000073181	MOBIUS THERAPEUTICS LLC	H20-25-0111 Mobius Therapeutics, LLC	100,000.00	1-May-20	30-Apr-21	
77000073149	SAGE HEALTH STRATEGY, INC.	HA20-048 - Service, Vendor Management for Countycare Claims Division	20,000.00	1-May-20	31-Aug-20	
77000072859	TASC INC	H20-25-007 -- Services -- For Partership Outreach Coordinators and Administrators for Preventative Opioid Overdose Deaths	1,081,624.00	30-Sep-19	29-Sep-23	Expect renewal
77000072788	JUDY EMIL DELA CRUZ	SERVICE, H20-25-0099, COVID-19 EMERGENT HEALTH CARE PROVIDER SERVICES, PHYSICIAN	35,000.00	1-Apr-20	30-Sep-20	Extension will depend on whether there is a second wave of COVID 19 and available funds
77000072767	ALEJANDRO ZAMORA	SERVICE, H20-25-0106, COVID-19 EMERGENT HEALTH CARE PROVIDER SERVICES REGISTERED NURSE	52,800.00	1-Apr-20	30-Nov-20	Extension will depend on whether there is a second wave of COVID 19 and available funds
77000072687	THOMAS GAVAGAN	H20-25-0097 -- Service -- COVID-19 Emergency Healthcare Physician	38,400.00	4-Mar-20	30-Sep-20	Extension will depend on whether there is a second wave of COVID 19 and available funds
77000072818	PHOENIX CONSTRUCTION & ABATEMENT INC	H20-25-0071 -- Services - - Oversight of Lead Abatement and Mitigation Projects in South Suburban Cook County	42,750.00	1-Mar-20	28-Feb-21	
77000072751	BE STRONG FAMILIES, NFP	H20-25-0081 -- Service - - Consultation Services	48,900.00	1-Oct-19	30-Sep-22	
77000072600	BOSTON MEDICAL PRODUCTS	Pharmacy Drug - Steritalc	10,000.00	7-May-20	6-May-21	
77000072584	DUSA PHARMACEUTICALS	Pharmacy Drugs for JSH Levulan	9,999.00	4-May-20	3-May-21	
77000072358	STERIS INSTRUMENT MANAGEMENT SERVICES, INC	H20-25-001 Steris Instrument Management Services , Inc.	3,000,000.00	1-Dec-19	30-Nov-22	
77000072329	PAR PHARMACEUTICAL, INC	Pharmacy Drugs for JSH and PHCC; Adernalin and Vasostrict	12,000.00	1-May-20	30-Apr-21	
77000072212	TAIS CRAWFORD-THOMAS	H20-25-0093 - Service - COVID-19 Emergency Healthcare Provider Services Physician	38,400.00	7-Apr-20	30-Sep-20	Extension will depend on whether there is a second wave of COVID 19 and available funds
77000072137	ANDREA FISCHLOWITZ	H20-25-0089 - SERVICE, COVID-19 EMERGENT HEALTH CARE PROVIDER SERVICES - REGISTERED NURSE	15,840.00	1-Apr-20	30-Sep-20	Extension will depend on whether there is a second wave of COVID 19 and available funds
77000072134	REBECCA POWERS	H20-25-0103 - SERVICE, COVID-19 EMERGENT HEALTH CARE PROVIDER SERVICES - REGISTERED NURSE	11,520.00	1-Apr-20	30-Sep-20	Extension will depend on whether there is a second wave of COVID 19 and available funds

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000072128	REGINA Y EASTERLING	H20-25-0101 - SERVICE, COVID-19 EMERGENT HEALTH CARE PROVIDER SERVICES - REGISTERED NURSE	15,840.00	1-Apr-20	30-Sep-20	Extension will depend on whether there is a second wave of COVID 19 and available funds
77000071810	EPPERSON CONSULTING	H20-25-0061 - Services, Consulting Services	40,000.00	1-Oct-19	30-Sep-20	
77000071802	MCGUIREWOODS LLP	H20-25-0077 - Service, Legal Services, Corporate and Regulatory Issues	149,000.00	3-Apr-20	2-Apr-21	To be determined with the User Department.
77000071978	CINTAS	SUPPLY, ENVIRONMENTAL SERVICE UNIFORMS	8,981.31	1-Apr-20	31-Mar-21	
77000071827	KYUNGSOOK LEE	H20-25-0086 - Service, COVID-19 Emergently Health Care ProviderServices - Registered Nurse (RN)	26,400.00	1-Apr-20	30-Nov-20	Extension will depend on whether there is a second wave of COVID 19 and available funds
77000071786	ARIELLE TERRA DOUGLAS	H20-25-0094 - SERVICE, COVID-19 EMERGENT HEALTH CARE PROVIDER SERVICES - PHYSICIAN ASSISTANT	19,200.00	1-Apr-20	30-Sep-20	Extension will depend on whether there is a second wave of COVID 19 and available funds
77000071664	MAHMOUD MOHAMMED ABU RUWAIDA	H20-25-0090 - Service - COVID-19 Emergency Health Care Provider Services Registered Nurse	52,800.00	1-Apr-20	30-Nov-20	Extension will depend on whether there is a second wave of COVID 19 and available funds
77000071632	JACQUELINE DOCHEE	H20-25-0085 - Service, COVID-19 Emergently Health Care ProviderServices - Registered Nurse (RN)	15,840.00	1-Apr-20	30-Sep-20	Extension will depend on whether there is a second wave of COVID 19 and available funds
77000071518	RED HAWK FIRE & SECURITY	H20-25-0069 - Service, Security Camera Licenses, Support, and server for Provident Hospital	37,186.00	1-Apr-20	31-Mar-23	
77000071496	HEIDRICK & STRUGGLES, INC	H20-25-039, Service - Executive Search	189,750.00	15-Jan-20	14-Jan-21	
77000071122	BEHAVIORAL HEALTH INNOVATIONS (DBA LORRIE RICKMAN JONES)	H20-25-0062 Services, Evaluation Services	108,085.00	1-Oct-19	30-Sep-22	
77000071060	LIN AND PATEL, LLC	H20-25-0074 - Service, Legal Services in Certificate of Need, Medicare / Medicaid Audit and Appeals Projects	149,000.00	4-Feb-20	3-Feb-21	
77000071039	THE CHICAGO LIGHTHOUSE	H20-25-033, Service, Patient Telephonic Support	3,000,000.00	29-Feb-20	28-Feb-23	
77000071038	SUBURBAN PRIMARY HEALTH CARE COUNCIL	H20-25-050, Service, Access to Care Program	1,500,000.00	1-Dec-19	30-Nov-20	Contract will end in November
77000071205	CHICAGO AREA AUTOPSY SERVICES INC	HA20-001 - Service, Backup Autopsy Assistant Services	24,999.00	1-Dec-19	30-Nov-20	To be determined with the User Department.
77000071204	INDUSTRIAL DOOR COMPANY OF CHICAGO, INC.	HA20-026 - Service, Door Repair at Stroger Hospital	5,780.00	1-Apr-20	30-Nov-20	To be determined with the User Department.
77000071098	STORAGE SOLUTIONS TECHNOLOGY GROUP, INC	HA20-010 Sole Source Equipment Contract for Vidar Diagnostic Pro Edge Film Digitizer	24,025.00	24-Mar-20	31-Aug-20	
77000070882	DUTCH OPHTHALMIC, USA, INC.	H20-25-0021 - Supplies, Ophthalmolgy	149,999.00	1-Dec-19	30-Nov-22	To be determined with the User Department.

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000070826	STORAGE SOLUTIONS TECHNOLOGY GROUP, INC	H20-25-0031 Sole Source SST Contract CD Burners maintenance,hardware, software upgrades	48,774.00	1-Dec-18	30-Nov-21	
77000070733	BIOMET MICROFIXATION	H19-25-0144 - Supplies, Tempromandibular Stock Joint Replacement System for Total Joint Replacement	145,000.00	1-Nov-19	31-Oct-22	
77000070702	JOSEPHINE MARTEY	H20-25-0064-Evaluation Services	35,490.00	1-Oct-19	29-Sep-20	To be determined with the User Department.
77000070898	AMERICAN MESSAGING SERVICES, LLC	H20-25-016, Service Pager Services	182,400.00	1-Dec-19	30-Nov-20	To be determined with the User Department.
77000070669	UNIVERSITY OF ILLINOIS @ CHICAGO	H20-25-009 - Service, Attendings in Neuropathology, Dermatopathology, Teaching and Consulting	282,765.00	1-Dec-19	30-Nov-20	
77000070592	NEOPOST USA INC	HA20-018 Service, Postage Meter, Maintenance and Installation/Training	4,572.00	1-Jan-20	31-Dec-24	Will Extend
77000070534	LEICA MICROSYSTEMS INC	HA20-022 - Service, Preventative Maintenance and Repair Service on Leica CM 1950 Instruments	4,158.00	1-Mar-20	28-Feb-21	
77000070296	HEARTLAND HEALTH OUTREACH INC	H20-25-0036 - Service, Assertive Community Treatment	84,000.00	1-Oct-19	30-Sep-20	
77000070418	PROGRESS PORCELAIN DENTAL LAB	H20-25-0023 - Supplies; Dental Crowns, Bridges, Dentures and Porcelain	149,999.00	1-Nov-19	31-Oct-22	To be determined with the User Department.
77000069779	GLOBAL HEALTHCARE EXCHANGE LLC	H19-25-025 - SERVICE, GHX SOURCING AND CONTRACTS SOFTWARE SUBSCRIPTION AND SUPPORT	557,744.73	1-Feb-19	31-Jan-22	
77000069715	RICHARD WOLF MEDICAL INSTRUMEN	H19-25-0126 Richard Wolf Medical Instruments Corporation 2 year Platinum Full Service Agreement	62,106.96	15-Sep-19	14-Sep-21	
77000069551	MEDIMPACT HEALTHCARE SYSTEMS INC	H20-25-026 - Service, Claims Reimbursements to Medicare Providers and Administrative Costs	13,030,256.00	1-Jan-20	31-Dec-22	
77000069441	NATIONAL PEER REVIEW CORPORATION	H20-25-0050 Sole Source Contract for Peer Review for 13 Thoracic Surgery Cases	39,600.00	27-Jan-20	30-Nov-22	
77000069237	SOFT COMPUTER CONSULTANTS INC.	HA20-019 - Service, Creating Software Interface for Simens PFA-100 Instruments	21,750.00	24-Feb-20	23-Feb-21	
77000069043	GETINGE USA SALES, LLC	Product, Coronary Artery Bypass Grafts And Equipment	335,052.00	1-Mar-20	28-Feb-22	
77000068824	VALUEMED INC	H20-25-0054 Service, Rental of V60 NIV Ventilatr With Stand	118,440.00	1-Feb-20	31-Jan-23	
77000068723	HELENA LABORATORIES CORP	H20-25-021 - Supply, Reagent Rental Agreement for SPIFE and Quick Scan Touch Instruments	240,320.25	1-Jan-20	31-Dec-22	
77000068568	CARESTREAM DENTAL, LLC	HA19-108, SERVICE-WARRANTY AGREEMENT	4,600.00	1-Aug-19	31-Jul-23	

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000068492	AMERICAN NURSES ASSOCIATION, INC	H20-25-0026, Service - Consulting Practice Transition Accreditation Program ("PTAP") Designation	51,200.00	17-Jul-19	30-Jun-23	
77000068488	CENTURION SERVICE GROUP, LLC	H19-25-088 Equipment, Revenue generating contract for sale or auction of assets through supplier	0	1-Oct-19	30-Sep-22	
77000068262	UNIVERSITY OF CHICAGO HOSPITALS, THE (INC)	H19-25-0124 - Service, Reference Laboratory Services	48,960.00	1-Sep-19	31-Aug-22	
77000068247	ARTHREX INC	H20-25-002 - SUPPLIES, ARTHROSCOPY, SHOULDER IMPLANTS, ORTHOPEDIC SUPPLIES, AND BIOLOGICS	645,000.00	1-Nov-19	31-Oct-22	
77000068154	ACCURATE BIOMETRICS, INC.	HA20-009-Live Scan Fingerprinting and Identity Services	4,440.00	1-Dec-19	30-Nov-21	
77000067828	KOFFEL MEDICAL SUPPLY INC	H19-25-0025 Service, Peritoneal Dialysis Program	149,000.00	1-Jan-20	31-Dec-21	
77000067566	CIVCO RADIOTHERAPY	H19-25-0129 - Supply, Radiotherapy Disposables	144,000.00	1-Dec-19	30-Nov-22	
77000067545	YMCA OF METROPOLITAN CHICAGO	H20-25-0017 - Service, Access to Membership Centers for Morecare Patients	25,000.00	1-Jan-20	31-Dec-20	
77000067543	MAYO COLLABORATIVE SERVICES LLC	H20-25-0001 - Service, Anatomic Pathology Consults and Reference Lab Testing	100,000.00	1-Dec-19	30-Nov-20	To be determined with the User Department.
77000067539	NUVASIVE CLINICAL SERVICES MONITORING, INC	H19-25-027 - Service, Intraoperative Neuropsychological Monitoring	270,000.00	1-Apr-19	31-Mar-22	To be determined with the User Department.
77000067396	STRECK, INC	HA19-119 - Service, Extended Warranty on Disease Cube 30 Touch ESR Analyzer	9,000.00	1-Nov-19	31-Oct-22	
77000067389	THE HEALTH LAW CONSULTANCY LLC	H20-25-0019 - Service, Legal Services Related to the Administration of Medicare Advantage Programs	149,000.00	1-Dec-19	30-Nov-20	
77000066969	FIRST TRANSIT, INC.	H19-25-113 - Service, Non-emergency Medical Transportation (Medicare)	6,144,000.00	1-Jan-20	31-Dec-22	To be determined with the User Department.
77000066963	THE GUARDIAN LIFE INSURANCE COMPANY OF AMERICA	H19-25-052 - Service, Medicare Dental and Vision Benefits Management	3,655,103.00	1-Jan-20	31-Dec-22	
77000066962	CJL RESOURCES LLC	H20-25-0030 - Service, Business Enterprise Vendor Outreach	48,000.00	9-Dec-19	8-Dec-20	
77000066957	CENTAURI HEALTH SOLUTIONS INC	H19-25-072 - Service, SSI / SSDI member Eligibility and Enrollment	3,800,000.00	1-Jul-19	30-Jun-22	To be determined with the User Department.
77000066828	FIRST TRANSIT, INC.	H19-25-108 - Service, Non-emergency Medical Transportation (Medicaid)	110,870,666.00	1-Sep-19	31-Aug-22	

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000066827	GE PRECISION HEALTHCARE LLC	H19-25-100 Service, Professional Movement and Installation of GE Equipment	229,829.00	1-Oct-19	30-Sep-20	
77000066681	RESPIRATORY TECHNOLOGIES, INC.	H19-25-0156 - Supply, Disposable Respiratory Vests	30,000.00	15-Oct-19	14-Oct-22	To be determined with the User Department.
77000066666	PRESS GANEY ASSOCIATES INC	H20-25-018 - Service, Targeted Employee Education	351,778.00	1-Jan-20	31-Dec-22	
77000066611	CITY OF CHICAGO	H19-25-0059_MOA_CityofChicagoPolice	314,600.00	1-Oct-18	30-Sep-23	
77000066609	MED-TURN INC	H19-25-087 - Service, Pharmacy Reconciliation	400,000.00	1-Nov-19	31-Oct-22	
77000066598	ANDERSON ELEVATOR	H19-25-062 - Service, Upgrade Fire Service on 24 Elevators in the Stroger Campus	313,621.92	1-Oct-19	30-Sep-20	
77000066113	GE HEALTHCARE IITS USA CORP.	H20-25-010_Equipment_Centricity Pacs Software Support and Upgrades	4,802,292.00	1-Dec-19	30-Nov-22	To be determined with the User Department.
77000066108	BRADLEY & ASSOCIATES, P.C.	H19-25-0166_Service_Medicare and Medicaid Cost Reports	123,000.00	1-Jun-19	31-May-21	
77000066283	CUSTOM DATA PROCESSING, INC.	H20-25-0025 - Service, Mobile Software, Support, Maintenance on Environmental Health Inspections Software	93,309.00	25-Oct-19	24-Oct-22	
77000066234	EBSCO INDUSTRIES, INC.	H20-25-0015_Service, Nurse Reference Plus and CINAHL Complete	122,050.00	15-Jan-20	14-Jan-22	
77000066186	TELEFLEX LLC	H19-25-0105-EZ-IO Needles and Supplies	145,000.00	1-Dec-19	30-Nov-22	
77000066112	JOHNSON CONTROLS SECURITY SOLUTIONS	HA20-004 - Service, Installation and Service of Wireless Fire Alarm Radio at Blue Island Health Center	5,550.00	18-Nov-19	17-Nov-24	
77000065985	CHARLES H WINTERSTEEN & ASSOCIATES	H20-25-0002 - Service, Preparation and Filing of H1-B Petitions for CCH Physicians	60,000.00	1-Dec-19	30-Nov-20	
77000065967	MIDWAY VASCULAR, INC.	H20-25-0012-Supply, Vascular Blood Flow Laboratory	33,600.00	31-Jan-20	1-Feb-25	To be determined with the User Department.
77000065417	PAUL V BEDDOE GOVERNMENT AFFAIRS LLC	H20-25-0022 - Service, Healthcare Policy Consulting, Administration & Government Affairs	75,000.00	1-Dec-19	30-Nov-20	
77000065408	CEPHEID	H19-25-099 - Supply, Reagents Consumables, and Controls for Immunoassay Testing	522,093.08	1-Oct-19	30-Sep-22	To be determined with the User Department.
77000065802	STRYKER SALES CORPORATION	H19-25-036 - Supplies: Craniomaxillofacial Products	3,000,000.00	1-May-19	30-Apr-22	
77000065187	KONE INC	H19-25-0103 - Service, Maintenance and Repair of Eleavtors in Professional Building	142,560.00	1-Aug-19	31-Jul-22	
77000064977	GUARDIAN INSURANCE	H19-25-054 - Service, Medicaid Dental and Vision Benefits Management	172,535,204.00	1-Oct-19	30-Sep-22	
77000064955	LAB RX INTERIORS, INC.	H19-79-0097 LAB RX	59,860.00	25-Nov-19	24-Nov-20	To be determined with the User Department.

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000064910	MEDEANALYTICS, INC	H19-25-024 Service Business Office Solution	313,008.00	1-Mar-19	31-May-21	
77000064900	GARTNER, INC	H19-25-0160 Service Subscription Based Research Executive Services	92,700.00	1-Nov-19	31-Oct-20	
77000064899	ALLSCRIPTS HEALTHCARE, LLC	H19-25-094 Service Software Licensing, Manitenance and Support	829,760.00	1-Nov-19	31-Oct-22	To be determined with the User Department.
77000064892	OPTUM360 LLC	H19-25-078 Service Charge Master Software for Compliance Medicare Services	231,763.00	1-Jul-19	30-Jun-22	
77000064781	CARL M WAHLSTROM JR MD	HA18-075-INDEPENDENT MEDICAL EVALUATION (IME) SERVICES	50,000.00	1-Jan-18	31-Dec-20	
77000064707	EXPERIAN HEALTH	H19-25-010 Service, Web-Based System to detrmine Eligibility for Benefit Program	268,140.00	1-Nov-19	31-Oct-22	To be determined with the User Department.
77000064573	JONES & CLEARY ROOFING CO.	HA19-103 - Service, Powerhouse Roof Maintenance	15,000.00	1-Nov-19	31-Oct-22	
77000065116	ANN & ROBERT H LURIE CHILDRENS HOSP OF CHICAGO FND	H19-25-045 - Service, Pediatric Diagnostic Imaging Services	536,875.00	1-Dec-19	31-Aug-20	To be determined with the User Department.
77000064867	BAYER HEALTHCARE LLC	H19-25-0142 BAYER HEALTHCARE PHARMACEUTICALS	375,000.00	1-Dec-19	31-Oct-22	
77000064640	CDW GOVERNMENT LLC	H20-76-0008 Services Infoblox Security Services	57,384.23	1-Nov-19	31-Oct-20	
77000064637	YEAR UP INC	H19-25-085 - Service, Internship Placement	106,080.00	1-Aug-19	31-Jul-20	To be determined with the User Department.
77000064503	SENTACT LLC	H19-25-0133_RoundingSoftwar e, License and Training	147,200.00	1-Dec-19	30-Nov-22	To be determined with the User Department.
77000064499	DEVELOPMENT DIMENSIONS INTERNATIONAL, INC	H19-25-0135, Service Contract For Employee Education	140,000.00	1-Oct-19	30-Sep-20	To be determined with the User Department.
77000064455	OFFICE DEPOT INC	H19-25-077 - Supplies and Services, Office Supplies	1,491,083.64	1-Dec-19	30-Nov-22	
77000064322	EVOLENT HEALTH LLC	H19-25-053 - Service, Medicare Third Part Administrative Services	423,152,632.00	1-Jan-20	31-Dec-24	
77000064384	RUSH UNIVERSITY MEDICAL CENTER	H17-25-123 - Service, Program Addendum for Department of Cardiovacular and Thoracic Surgery	319,953.00	1-Jul-17	30-Jun-21	
77000064147	CDW GOVERNMENT LLC	H19-25-0153_Service_Easy Lobby	29,542.12	1-Oct-19	30-Sep-20	To be determined with the User Department.
77000063682	MIDWEST SALT LLC	H19-25-0009 - Supply, Bulk Treated Road Salt for Stroger Hospital Campus and OFHC	29,942.50	15-Oct-19	14-Oct-20	
77000063335	AMERICAN COLLEGE OF OBSTETRICIANS AND GYNECOLOGIST	H19-25-0075 - Service, Voluntary Review of Quality of Care	65,000.00	1-Oct-19	30-Sep-20	To be determined with the User Department.
77000063237	CDW GOVERNMENT LLC	H19-25-0150 Service, Adobe Captivate License	37,661.40	1-Nov-19	31-Oct-20	To be determined with the User Department.
77000063543	ELEKTA INC	H19-25-0086 - Service, Software Licenses and Support for Metriq Cancer Registry Program	52,893.00	1-May-19	30-Apr-22	To be determined with the User Department.

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000063425	MICRO FOCUS (US), INC.	H19-25-0152: Service, Maintenance and support for RUMBA Software	22,776.20	3-Nov-19	2-Nov-21	
77000063133	MCGAW MEDICAL CTR OF	H19-25-057, Service Program Addendum for Otolaryngology	704,423.00	1-Jul-19	30-Jun-21	
77000063075	PACE SYSTEMS, INC.	H19-25-0145 Service, Installation of Security Camera and Servers in the Woodlawn and Morton East Clinics	32,633.45	1-Sep-19	31-Aug-22	
77000063011	LABORIE MEDICAL TECHNOLOGIES CORP.	H19-76-0101 - Aquarius CT Urodynamic System and Sonesta Procedure Table	43,996.00	1-Sep-19	31-Aug-24	
77000063113	QUIDEL CORPORATION	H19-25-089 - Supply, Microbiology Reagents for the Culturing of Influenza Viruses	599,952.30	1-Nov-19	31-Oct-22	
77000063015	ALLIED WASTE DBA REPUBLIC SERVICES	H19-25-103 - Service, Waste Removal Services Throughout CCH	3,305,014.02	1-Jan-20	31-Dec-22	
77000063013	W W GRAINGER INC	H19-25-063 - Supply, Institutional Supplies for Maintenance, Repair, and Operations	15,000,000.00	1-Dec-19	30-Nov-24	
77000062903	VERTIV CORPORATION	Service, Preventive Maintenance and Emergency Repair of UPS for Data Center	126,323.99	1-Aug-16	31-Jul-21	
77000062196	UNIVERSITY OF CHICAGO	H19-25-0041 - Service, Evaluation and Data Collection of the SAMHSA Chicago Southside Early Diversion Grant	140,334.00	30-Sep-18	29-Sep-21	
77000061836	MCGAW MEDICAL CTR OF	Service, H19-25-056 - Program Addendum to the Cooperative Master Agreement for the Department of Obstetrics and Gynecology	2,515,142.00	1-Jul-19	30-Jun-21	
77000061776	ARK DIAGNOSTICS, INC	HA19-096 - Supply, Methotrexate assays, calibrators, and controls	16,815.00	19-Aug-19	18-Aug-20	
77000061550	MCGAW MEDICAL CTR OF	Service, H19-25-059 - Program Addendum to Cooperative Educational Master Agreement for the Department of Trauma.	346,696.00	1-Jul-19	30-Jun-21	To be determined with the User Department.
77000061470	SMITHS MEDICAL ASD, INC	H18-25-040 - Supply, Mifeprex	2,000,000.00	1-Aug-19	31-Jul-22	
77000061468	SMITHS MEDICAL ASD, INC	H18-25-039 - Supply, Paraguard Intrauterine Contraception Devices (IUD)	375,000.00	1-Aug-19	31-Jul-22	
77000061300	MA DELIVERY INNOVATIONS, INC.	Service - MA Innovations, Inc. (MADI) CountyCare, Development and Management Service Agreement	5,859,882.00	13-Feb-19	31-Dec-22	
77000060679	MCGAW MEDICAL CTR OF	H19-25-058 - Service, Program Addendum for Orthopedics	678,076.00	1-Jul-19	30-Jun-21	
77000060569	ADCO SERVICES, INC	HA19-095 Service, Disposal of Radioactive Sources, Lead Aprons, Scintillation Vials	20,000.00	1-Sep-19	28-Feb-21	

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000061084	INO THERPEUTICS LLC	H19-25-079, Service, Inhaled Nitric Oxide	1,507,356.00	1-Sep-19	31-Aug-22	
77000061071	MCGAW MEDICAL CTR OF	H19-25-114 - Service, Program Addendum for Urology	180,867.00	1-Jul-19	30-Jun-21	
77000060946	STAR SURGICAL INC	H19-25-086 - Supplies, Wittmann Patch, Skin Protective Plates, and Retention Guards	280,280.00	1-Sep-19	31-Aug-22	
77000060394	MARKEY LIFE SAFETY LLC	H19-25-0122 - Service, Life Safety Plan, Assessment, and Self-Harm anti-Ligature Risk Assessment	58,500.00	19-Aug-19	18-Aug-20	
77000060288	EXECUTIVE INFORMATION SYSTEMS, LLC	HA19-098 - Service, Statistical Analysis Software Upgrade	21,883.00	31-Dec-19	30-Dec-20	To be determined with the User Department.
77000060261	ALAN R HIRSCH, MD	HA19-085 - Service, Professional Consulting Support Services for CCH Employees	24,999.00	1-Jan-18	31-Dec-20	To be determined with the User Department.
77000060196	ALPHA-TEC SYSTEMS, INC.	H19-25-0125 - Supply, NAC-PAC AFB Mycobacterium Reagents	86,263.00	12-Aug-19	30-Nov-22	To be determined with the User Department.
77000059829	LUTHERAN SOCIAL SERVICES OF ILLINOIS	H19-25-0128 Service - Mend Pilot in Psychosocial Treatment for Pediatric Illinois	192,040.00	15-Jun-19	14-Sep-20	
77000059828	CDW GOVERNMENT LLC	H19-25-0108 Service, Solarwinds Network Security	86,255.69	1-Jun-19	31-May-21	To be determined with the User Department.
77000059827	CDW GOVERNMENT LLC	H19-25-0120 Service, NetApp Software	134,393.00	1-Aug-19	31-Jul-20	To be determined with the User Department.
77000060158	MATTHEW CHARLES MADISON	H19-25-082 - Service, Development of Requirements and managing of the care management information system	180,000.00	1-Sep-19	31-Aug-20	The contract will end at the end of August.
77000060116	AMERIWATER, LLC	H19-25-0109, Service, LAL Testing	30,778.49	1-Aug-19	31-Jul-22	
77000059826	KELSEY MOORE	Service, ConsultantServiceAgreement	100,000.00	1-Aug-19	30-Sep-21	
77000059630	TECH SOFTWARE, LLC	H19-25-0072_TechSoftwareLLC	81,075.00	1-Jul-19	30-Jun-22	
77000059205	THE EXETER GROUP - TMS, LLC	H19-25-0085- Service,Cultural Competency and Implicit Bias Training	140,000.00	14-Aug-19	13-Aug-20	To be determined with the User Department.
77000058376	BIO-RAD LABORATORIES, INC.	H19-25-069 Reagent Kits and Rental of 2 D-100 HB testing systems and 1 D-10 HbA1c analyzer	1,064,374.20	1-Jun-19	31-May-24	
77000058585	ABS MED, INC.	HA19-086 - Supplies, Surgical	24,000.00	1-Jul-19	30-Jun-22	
77000058421	AUDAIRE HEALTH INC	H19-25-0043 Service, Provision of Real Time Prescription Audit Data	100,000.00	1-Apr-19	31-Mar-21	
77000057869	CDW GOVERNMENT LLC	HA19-088_Software_Equipment_CDW	24,578.12	1-Aug-19	31-Jul-20	To be determined with the User Department.
77000057728	LOCUMTENENS.COM, LLC	H19-25-074_LocumTenens_SERVICE_HEMATOLOGIST_ON_A_LOCUM_TENENS_BASIS	537,000.00	1-Jul-19	31-Jul-20	
77000057597	NORTHWESTERN MEDICAL FACULTY FOUNDATION	HA19-080 - Service,Phychiatrist Education Training	4,862.87	30-Sep-19	29-Sep-20	Will Extend To be determined with the User Department.

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000057592	RESILIENCE	HA19-022 - Contract for Sexual Assault Nurse Examiners (SANE) Program Training	10,800.00	9-Sep-18	29-Sep-21	
77000057632	AFFINITY PATIENT COORDINATION, LLC	HA19-069 Service, Medication Adherence Services	24,000.00	1-Jul-19	30-Jun-21	
77000057572	CANNON DESIGN, INC.	H19-25-049 Service, Healthcare architectural consulting services	812,194.00	1-Jun-19	31-May-22	
77000057567	CDW GOVERNMENT LLC	H19-25-064 - Service, CRM Enterprise Software	465,377.61	29-Jun-19	28-Jun-22	
77000057031	INOVA DIAGNOSTICS INC	H18-25-070 Supply, Instrument Rental, Reagents, and Consumables for Immunology testing	401,119.96	26-Sep-18	25-Sep-21	
77000057322	DATIX USA INC	H19-25-065 Cole Source for Safety Intelligence Software for Dept of Quality and Patient Safety	378,359.37	1-Jul-19	30-Jun-22	
77000056245	EOA CONSULTING LLC	HA19-030 Consulting Services to Support the Expansion of Supplier Diversity with Companies by Disable Individuals	24,900.00	1-Feb-19	31-Jan-21	
77000056054	VERATHON INC	H19-25-0079 - Glidescopes Supplies	148,528.00	15-May-19	14-May-22	
77000056029	PROTECTION ONE DIV OF ADT LLC	H18-25-0149_ProtectionOne	68,519.72	1-Sep-18	31-Aug-21	
77000055989	MORGAN WEST CORPORATION	H19-25-0081 - Service, SQL analysis of provider data, validation, and completion of data files	130,000.00	1-Jun-19	30-Nov-21	
77000055988	STENSTROM PETROLEUM SERVICES, INC.	H16-72-076 - Service, inspection, cleaning, maintenance and repairs for fuel tanks stroger, core, ofhc	275,158.00	1-Apr-16	31-Mar-21	
77000055745	CDW GOVERNMENT LLC	H19-25-040 - Service, Microsoft Server Core Enrollment	703,913.68	1-Jun-19	31-May-22	
77000055872	INTERNATIONAL BUSINESS MACHINES CORPORATION	H19-25-049_Software_Service_Micromedex Pharmacy Software Licensing, Support and Maintenance	264,121.44	1-May-19	30-Apr-22	
77000055525	ALCON VISION, LLC	H19-25-002 Ophthalmology Supplies, Equipment, Support and Maintenance	1,960,290.00	1-Jan-19	31-Dec-21	
77000055429	FUJIREBIO DIAGNOSTICS, INC.	Contract H19-25-0082 Fujirebio serodia tp*pa kits	87,543.00	1-Jun-19	31-May-22	
77000055378	CDW GOVERNMENT LLC	H19-25-039_CDW Government LLC	7,421,500.12	1-Jun-19	31-May-22	
77000055506	SIGHT SCIENCES, INC.	H19-25-0080 OMNI Disposable Device	145,000.00	1-May-19	30-Apr-22	
77000055377	KATENA PRODUCTS, INC.	H18-25-106 Disposable and Reusable Ophthalmology Instruments	257,117.14	1-Feb-19	31-Jan-22	
77000055165	HRDI	H19-25-0012 HRDI - Behavioral Health Services	149,000.00	1-Oct-18	30-Sep-21	
77000054782	LEGAL AID CHICAGO	Contract H19-25-044 LAF	330,000.00	1-Jan-19	31-Dec-20	To be determined with the User Department.
77000054611	ILLINOIS ACADEMY OF FAMILY PHYSICIANS	HA19-054 Illinois Academy of Family Physicians; Service for Prescription Monitoring Program;	24,999.00	1-May-19	31-Dec-20	To be determined with the User Department.

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000054363	LINCOLN PARK DIALYSIS SERVICES INC	H19-25-046_Lincoln Park Dialysis services Inc dba Davita Inc	1,158,600.00	1-Jun-19	31-May-22	
77000054228	MPULSE MOBILE, INC	Contract H19-25-041 text and email messaging outreach	976,607.00	1-Apr-19	31-Mar-22	
77000054674	9W HALO OPCO LP DBA ANGELICA	H19-25-042 - Service, Laundry and Linen Management Service	7,090,996.00	1-Jun-19	30-May-22	
77000054646	PITNEY BOWES INC	H19-25-0057 - Service, Postage Machine and Mail Tracker	92,473.00	28-Jun-19	27-Jun-24	
77000054640	EPPERSON CONSULTING	H19-25-0041 Sole Source for Opioid Screening	90,000.00	1-Oct-18	30-Sep-21	
77000054351	HIQ ANALYTICS, LLC	H19-25-0073 - Contract for Professional Consultant Services	50,000.00	6-May-19	30-Aug-20	
77000054227	PARATA SYSTEMS LLC	H19-25-035_ParataSystems_AutomatedPharmacy	600,000.00	1-Dec-18	30-Nov-21	To be determined with the User Department.
77000053765	HOPE TECHNOLOGY AND EDUCATION CENTER	H19-25-0030 Hope Technology and Education Center - Basic understanding/operations of computer hardware/software training.	120,000.00	1-Apr-19	31-Mar-22	
77000053528	ARTEC ENVIRONMENTAL	Contract HA19-047 Artec anesthetic waste gas test	18,000.00	1-Jul-19	30-Jun-22	
77000053448	MEDIMPACT HEALTHCARE SYSTEMS INC	Contract H18-25-145, H18-25-146 Medimpact PBM	984,402,829.00	1-Apr-19	31-Mar-22	
77000053379	CARMINATI CONSULTING INC	H19-25-0047 HR - Case Management Application Enhancement	100,000.00	1-Apr-19	30-Mar-21	
77000053122	MEDICAL RESEARCH ANALYTICS AND INFORMATICS ALLIANCE	H19-25-0046 -Grant for IDPH Service - Extensivley Drug Resistant Organism-Registry Validation	122,483.00	1-Jan-19	31-Dec-20	
77000053043	OLYMPUS AMERICA INC	H18-25-136_Olympus American, Inc._Service	3,386,490.96	1-Jan-19	31-Dec-21	To be determined with the User Department.
77000052715	UNIVERSITY OF ILLINOIS @ CHICAGO	_OD_H18-25-153 Program Addendum for Adolesent Medicine	282,590.00	1-Jul-18	30-Jun-21	
77000052159	AICURE, LLC	HA19-043 Video Direct Observed Therapy; Total Amount \$9,900.00	9,900.00	22-Apr-19	22-Apr-22	
77000052261	CARMINATI CONSULTING INC	Compliance Issue Tracking Tool	241,717.80	1-Mar-19	28-Feb-22	
77000052082	BOBBY E WRIGHT COMPREHENSIVE BEHAVIORAL HEALTH CENTER, INC	H19-25-019 - Service, Mobile Crisis Teams and Mental Health Support	352,677.00	30-Sep-18	4-Oct-22	
77000052021	MUJERES LATINAS EN ACCION	HA19-021 - Service. Sexual Assault Nurse Examiners (SANE) Program Training	11,700.00	30-Sep-18	29-Sep-21	
77000051972	JM POLCURR, INC.	H19-25-031 - Service, Generator Repairs provident	204,505.95	1-Apr-19	31-Aug-20	
77000051665	WILLIAM G FRANTZ	H18-25-0155 Consultant for the Department of HR	100,000.00	3-Dec-18	2-Nov-21	To be determined with the User Department.
77000051227	NAVEX GLOBAL INC.	H17-25-0034 - Incident Management Services-Subscption	22,293.85	2-Mar-19	1-Mar-21	
77000050987	NTHRIVE, INC	H18-25-068: Nthrive, Inc Service Physicians Billing and Coding	6,600,000.00	1-Nov-18	31-Oct-21	

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000050858	W.L. GORE & ASSO INC	H18-25-130 - Supply, Intravascular and Endovascular Grafts and Supplies	600,000.00	1-Jun-18	31-May-21	
77000051303	CHUDY GROUP LLC DBA TCG RX	H17-25-112 - Service, Maintenance for Proprietary Equipment at Cermak Pharmacy	479,251.28	1-Dec-17	30-Nov-20	
77000050538	BIO-RAD LABORATORIES, INC.	H19-25-015 - Supplie, Bioplex 2200 multiplexing analyzer	967,407.45	1-Feb-19	31-Jan-24	To be determined with the User Department.
77000050536	UNIVERSITY OF ILLINOIS @ CHICAGO	H18-25-063 two Clinical Pharmacists for Department of Medicine/Infectious Disease	453,104.58	1-Sep-18	30-Nov-20	
77000050257	CAREFUSION SOLUTIONS, LLC	Contract H19-25-004 Carefusion Solutions - 3 Pyxis Provident	223,200.00	1-May-19	30-Apr-24	To be determined with the User Department.
77000050552	BAUSCH & LOMB	H19-25-003 - Goods and Services, Ophthalmology Supplies, Equipment and Related Support and Maintenance	1,246,425.00	1-Jan-19	31-Dec-21	
77000050314	HRDI	H18-25-124 - Service, Human Resource Development Institute, Inc.	2,702,687.16	1-Feb-18	31-Jan-21	
77000049927	12757 S WESTERN AVE, LLC	H19-76-005 Service, Supplemental construction blue island	2,179,808.00	17-Jan-19	30-Nov-20	
77000049917	LAB RX INTERIORS, INC.	H18-25-0136, Service, Medical Packing Unit Dose, and Pharmacy Packaging Solutions	74,385.00	1-Jan-19	31-Dec-21	Contract will end in November
77000049750	ARAMARK SERVICES, INC.	Contract H11-72-055 Aramark	3,976,830.86	1-Jul-11	30-Sep-20	To be determined with the User Department.
77000049472	ANNA J CARVALHO CONSULTANT LLC	H19-25-0022, Services, Project Consulting Services	335,300.00	1-Dec-18	31-Dec-20	
77000049401	3M HEALTH INFORMATION SYSTEMS INC	H18-25-036, Service, Software Support, Maintenance and Enhancements	4,475,898.87	4-Apr-18	31-Mar-23	To be determined with the User Department.
77000049333	NORTHWESTERN MEDICAL FACULTY FOUNDATION	H15-25-086 - Service, Subspecialty Surgical & Critical Otolaryngology	1,045,000.00	1-Jul-15	30-Jun-21	
77000049224	INTEGRATED PHARMACY SERVICES, INC.	H18-25-0156 - Service, 340B Independent Audit	147,000.00	1-Dec-18	30-Nov-21	
77000049223	AMERISOURCEBERGEN DRUG CORPORATION	H18-25-105, Supplies, Prime Pharmaceutical Distributor	400,000,000.00	1-Dec-18	30-Nov-23	
77000049111	ZWELL INTERNATIONAL	H17-25-0064, Service - Professional Coaching	27,000.00	1-Aug-17	30-Aug-20	
77000048840	JUBILANT DRAXIMAGE RADIOPHARMACIES INC RADIOPHARMA	H18-25-102, Supplies, Triad Isotopes Radiopharmaceuticals	2,674,321.39	1-Nov-18	31-Oct-21	To be determined with the User Department.
77000048751	PHARMEDIUM SERVICES LLC	H18-25-042 Various Compounded Pharmaceuticals for Department of Pharmacy	600,000.00	22-Dec-18	21-Dec-21	
77000048679	PINNACLE ENTERPRISE RISK CONSULTING SERVICES LLC	H18-25-090 Corporate Compliance Professional Consutling	300,000.00	1-Dec-18	30-Nov-21	
77000048383	METROPOLITAN 1, LLC	H18-25-147 Valet Parking; 12/17/2018 - 12/16/2021 Total Amount \$1,500,000.00	1,500,000.00	17-Dec-18	16-Dec-21	

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000048369	SOFT COMPUTER CONSULTANTS INC.	H18-25-141 Soft Computer System Wide Software and Hardware upgrades, software support and Maintenance, consulting and training	3,261,880.07	1-Jan-19	31-Dec-21	
77000048073	VILLAGE OF OAK PARK	H18-25-126 expires 11/30/2020; Total contract \$240,000.00	238,550.00	30-Nov-17	30-Nov-20	To be determined with the User Department.
77000048072	CITY OF EVANSTON	H18-76-0017 expires 11/30/2020 Total Contract \$118,800.00	114,300.00	1-Dec-17	30-Nov-20	To be determined with the User Department.
77000047912	CHRYSALIS CONSULTING GROUP INC	Contract H16-25-0031 Chrysalis Group	500,000.00	1-Apr-16	31-Dec-21	
77000047610	POLYMEDCO INC	Contract HA19-005 Pathfast Cardiac Biomarker maintenance	7,790.25	1-Feb-19	31-Jan-21	
77000047063	ABBOTT LABORATORIES/HOSPITAL PROD DIV	Contract H18-25-015 Blood Glucose Monitors, diabetes consumables and supplies	2,561,103.50	1-Apr-18	31-Mar-21	
77000046860	BAKER, DONELSON, BEARMAN, CALDWELL & BERKOWITZ, PC	H18-25-088 - LEGAL CONSULTING (CORPORATE COMPLIANCE)	150,000.00	1-Dec-18	30-Nov-21	
77000046946	BIO-RAD LABORATORIES, INC.	Contract H18-25-137 Bio Rad QC Materials Chemistry	495,028.20	1-Dec-18	30-Nov-21	
77000046657	STRATEGIC MANAGEMENT SERVICES, LLC	CCHHS CONTRACT NO. H18-25-091 - PROFESSIONAL CONSULTING (CONSULTING COMPLIANCE)	1,000,000.00	1-Dec-18	30-Nov-20	To be determined with the User Department.
77000046375	GREAT LAKES MEDICAID INC	H18-25-094:Great Lakes Medicaid, Inc,	3,600,000.00	1-Jan-19	31-Dec-21	
77000045741	ALIVIO MEDICAL CENTER	H18-25-037: Alivio Medical Center	490,762.53	1-May-18	30-Apr-21	
77000045740	VOYCE	H18-25-079:Voyce, Inc	2,250,000.00	1-Nov-18	30-Oct-21	
77000045704	HONEYWELL INTERNATIONAL INC.	Contract H18-72-025 Honeywell OFHC Building and Fire Safety Maint	647,990.31	1-Apr-18	31-Mar-21	
77000044160	ABBOTT LABORATORIES/HOSPITAL PROD DIV	Contract H18-73-077 Abbott GPO RRA for m2000 instrument	3,694,320.48	1-Jan-19	31-Dec-21	
77000043628	DIAGNOSTICA STAGO	H18-25-043 – (Supplement to GBPA 77000033209) Diagnostica Stago - BPA part ONLY	882,927.40	1-Jun-18	31-May-23	
77000042783	CAREFUSION SOLUTIONS, LLC	H15-76-0123 - Equipment, Impress Connect System	45,000.00	1-Nov-15	31-Dec-21	
77000043037	BECKMAN COULTER INC	H16-25-007 - LAB AUTOMATION EQUIPMENT, REAGENTS, SERVICES & SOFTWARE (Supplies)	932,792.39	1-Mar-16	28-Feb-21	
77000042864	MCKESSON PHARMACY SYSTEMS	H17-25-085:Licensing, Maintenance, Support and Hardware upgrades for the McKesson Enterprise RX pharmacy System	3,243,431.30	20-Nov-17	19-Nov-22	
77000042863	CANARY TELEHEALTH, INC	Cotntract H18-25-081 Canary Telehealth Population Health Monitoring	6,675,000.00	1-Oct-18	30-Sep-21	
77000042296	TRANSLAGIC CORPORATION	H18-72-090 Translogic Swisslog maintenance of stroger pneumatic tube	294,000.00	1-Nov-18	31-Oct-21	

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000042244	CARDINAL HEALTH 414 LLC	H18-25-069 Rental Reagent for AIX 1000 automated RPR analyzer	171,414.36	1-Oct-18	30-Sep-21	
77000042295	MIM SOFTWARE INC.	HA18-055 - SOFTWARE SUPPORT AND MAINTENANCE SERVICES	15,750.00	1-Aug-18	31-Jul-21	
77000041858	EXP PHARMACEUTICAL WASTE MGMT INC	H17-25-035 - MEDICATION REVERSE DISTRUBTION (REVENUE-GENERATING - \$250,000.00)		6-Mar-18	5-Mar-21	
77000041652	CIOX HEALTH	H18-25-048:CIOX HEALTH, LLC	0	1-May-18	30-Apr-21	
77000041641	GE CAPITAL	H17-25-078 - GE Patient Monitors, Accessories and Information Technology Upgrade	12,659,709.83	4-Dec-17	3-Dec-25	
77000041565	UPTODATE, INC.	H17-25-103:UPTODATE, INC.	775,687.00	1-Nov-17	31-Oct-20	To be determined with the User Department.
77000041454	PHS TECHNOLOGIES GROUP, LLC	H15-73-0031 - Dose Monitor Annual Maintenance and Support	31,518.00	1-Apr-15	23-Aug-21	
77000041184	SCOTT SARRAN LLC	H18-25-0083 - Managed Care Strategy	301,090.00			
77000041183	MEDICAL HOME NETWORK	H16-73-032 - Medical Home Network - PCP scope of service	5,070,000.00	1-Feb-16	31-Dec-21	
77000041104	ANCHOR MECHANICAL INC	H18-72-078 - Boiler Chiller Maintenance Stroger OFHC	1,762,639.00	1-Oct-18	30-Sep-21	
77000040853	INOVA DIAGNOSTICS INC	H18-25-070 - Instrument rental reagent agreement Quanta Lyser - immunology tests	20,248.04	26-Sep-18	25-Sep-21	
77000040838	CARESTREAM DENTAL LLC	H18-76-0128 Carestream Dental	27,000.00	1-Oct-18	30-Sep-21	
77000039933	SALUD REVENUE PARTNERS, LLC	H18-25-058 Salud Revenue Partners - Professional Consulting Accounts Receivable Services	18,000,000.00	1-Jul-18	30-Jun-21	
77000039947	FGCS, LLC	H18-25-061 - Business Strategy and Transaction Support Services	3,617,057.07	1-Aug-18	30-Nov-20	To be determined with the User Department.
77000039938	IODINE SOFTWARE	H18-25-060 - CDI Timeline Software Delivered as a Service	998,040.00	1-Jul-18	30-Jun-21	
77000039720	PRESS GANEY ASSOCIATES INC	H18-25-128 Patient Satisfaction Surveys and Data Benchmarking Analysis	760,527.87	1-May-18	30-Apr-21	
77000039262	HRDI	H18-25-0120 - HRDI (AOT Grant Program)	149,370.15	1-Jun-18	29-Sep-20	To be determined with the User Department.
77000038669	CALUMET CITY PLUMBING AND HEATING CO INC	H18-72-0042: Calumet City Plumbing Cl., Inc.	86,460.00	1-Jul-18	30-Jun-21	
77000038089	TRI STATE DENTAL SUPPLIES & EQUIPMENT INC.	H14-25-0128 - Dental Supplies	57,750.12	20-Oct-14	30-Nov-20	To be determined with the User Department.
77000038086	BESSE MEDICAL SUPPLY	H17-25-095 - Specialty Pharmacy Distribution	4,701,349.96	1-Jan-18	31-Dec-21	
77000037974	MILLIMAN, INC.	H18-25-052 - Service, Actuarial Services for CountyCare	3,516,534.00	1-May-18	30-Apr-21	
77000037615	WOLF MEDICAL SUPPLY, INC.	H18-25-041 - Disposable Infusion Pumps	390,000.00	1-Jul-18	30-Jun-21	

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000037180	HOLOGIC INC	H18-25-038 - Rental Reagent Agreement for Cytology and molecular testing at Stroger	3,456,000.00	1-Jun-18	31-May-21	
77000037092	COOK MEDICAL LLC	H17-25-0004 - Interventional Urology, Medical Peg Tubes, GI and Biliary, Peripheral Vascular Products and Accessories	81,150.60	1-Dec-17	30-Nov-20	
77000037076	SALDEMAR SOLUTIONS, LLC	H18-25-049 - Professional Consulting Services	2,461,280.00	1-Jun-18	31-Dec-20	To be determined with the User Department.
77000037034	ANCHOR MECHANICAL INC	H18-72-030: Anchor Mechanical, Inc.	302,676.00	1-Jul-18	30-Jun-21	To be determined with the User Department.
77000037032	IMPERIAL LIGHTING MAINTENANCE COMPANY	H18-72-0043:Imperial Lighting Maintenance	64,500.00	1-Jul-18	30-Jun-21	
77000036470	MED ONE CAPITAL, INC.	H16-76-139 - Med One Lease for Alaris Pumps with Carefusion	1,893,049.31	1-Oct-16	30-Sep-21	
77000034529	NURSE AGENCY INC	H17-25-115 - Nurse Agency Services	2,286,275.24	1-Dec-17	30-Nov-20	To be determined with the User Department.
77000034363	THE ADVISORY BOARD COMPANY	77000034363 - The Advisory Board Company	118,165.00	1-Sep-18	31-Aug-21	
77000033714	MEDTRONIC USA INC	H18-25-004 - Catheters, Guidewires and Inflation Devices	1,100,000.00	1-Jan-18	31-Dec-20	
77000033704	ALTORFER INDUSTRIES INC	H18-72-133 Service - Preventive maintenance, Repairs, Load Bank Testing for Emergency Backup Generators at JSH and Core Center	174,987.00	1-Apr-18	31-Mar-21	To be determined with the User Department.
77000033543	HEALTH FORUM	H18-25-132 - Provide job posting across member sites	165,000.00	1-Mar-18	28-Feb-21	
77000033399	ABBOTT RAPID DIAGNOSTICS INFORMATICS, INC	Contract 77000033399 Software licenses for 5 modules	148,274.67	2-May-18	1-Sep-20	
77000033209	DIAGNOSTICA STAGO	H18-25-043 – (Supplement to BPA 77000043628) Diagnostica Stago Rental Reagent Agreement for 4 Coagulation Analyzers	870,156.88	1-Jun-18	31-May-23	To be determined with the User Department.
77000032740	CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT	H18-25-044 07/01/2018-06/30/2021; Total Contract Amount \$500,000.00; 2018 funds \$166,666.66	500,000.00	1-Jul-18	30-Jun-21	
77000032606	SHECK & SIRESS PROSTHETICS, INC	Custom Orthotics	1,033,877.44	1-Aug-18	31-Jul-21	
77000032582	CARDINAL HEALTH 200, LLC	H18-25-045 - Rental Reagent Agreement for Automated Blood Typing and Screening Analyzers	730,221.48	1-May-18	30-Apr-21	
77000032374	ABM HEALTHCARE	H18-25-032 Shuttle Bus Service	3,346,668.00	1-May-18	30-Apr-21	
77000032238	DOOR SYSTEMS, INC	Maintenance and inspection of overhead and automatic doors at Provident and OFHC	244,050.00	1-Jul-18	30-Jun-21	
77000032205	AUTOMATIC BUILDING CONTROLS, LLC	77000032205 Service-Maintenance of Building Automation System at Provident Hospital	200,000.00	1-Jul-18	30-Jun-21	

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000032050	H-O-H WATER TECHNOLOGY, INC.	77000032050 - Service, Maintenance, repair, replacement service for water purification system at Stroger	677,378.35	1-Jul-18	30-Jun-21	
77000031955	IMPERIAL PARKING (U.S.), LLC	H18-72-034 Management of Parking Facilities at Stroger, Provident, Satellite Lots	9,371,727.56	1-Apr-18	31-Mar-21	
77000031624	PROFESSIONAL NURSING, INC.	H17-25-116 - NURSE AGENCY SERVICES	2,742,100.00	1-Dec-17	30-Nov-20	To be determined with the User Department.
77000031625	PACSHEALTH, LLC	H18-25-0080 - Annual Maintenance and Support for PACSHEALTH Software	80,551.00	10-May-18	9-May-21	
77000031373	GETINGE USA SALES, LLC	SCM PICCO supplies, OR, and other Cardiovascular Supplies	699,999.00	1-Jul-18	30-Jun-21	
77000031277	DAYSPRING PROFESSIONAL JANITORIAL SERVICES INC	H16-25-158:JANITORIAL SERVICE FOR ACHN CLINICS	3,202,071.60	15-Nov-16	14-Nov-20	
77000031276	AJILON LLC	H12-25-070:SERVICES, TEMPORARY STAFFING, REVENUE CYCLE	633,115.65	1-Dec-12	31-Aug-20	To be determined with the User Department.
77000031274	CARDINAL HEALTH 200, LLC	H16-25-099:OPTIFREIGHT CCHHS PHARMACY RX DELIVERY SERVICE	2,832,979.42	1-Aug-16	31-Mar-21	To be determined with the User Department.
77000031271	TEXTURE HEALTH LLC	H17-25-056:SOFTWARE APPLICATION-COUNTY CARE-CARE COORDINATION	2,933,137.50	17-Mar-17	16-Mar-21	
77000031266	NEUROCARE INC	H17-25-021:DIAGNOSTIC SLEEP LABORATORY SERVICES	1,667,191.40	1-Dec-16	30-Nov-20	
77000031265	CYRACOM INTERNATIONAL, INC.	H17-25-083:TELEPHONIC INTERPRETER AND DOCUMENT TRANSLATION SERVICES	2,821,031.46	1-Jul-17	30-Jun-21	To be determined with the User Department.
77000031261	HABILITATIVE SYSTEMS INC	H17-25-100:COMMUNITY TRIAGE CENTER	2,538,324.41	1-Dec-17	30-Nov-20	To be determined with the User Department.
77000031232	SHRED IT USA LLC	H17-25-0021:SHREDDING SERVICES	330,221.39	10-Oct-17	9-Oct-20	To be determined with the User Department.
77000031221	Q-MATIC CORPORATION	H17-25-029:QUEUEING SYSTEM	92,357.57	6-Feb-17	31-Jan-21	To be determined with the User Department.
77000031218	MOISES CONTRACTING	H17-72-110:SNOW REMOVAL AT ACHN CLINICS	162,327.23	1-Nov-17	31-Oct-20	
77000031214	JOHN STERLING ASSOCIATES LLC	HA17-008:COMPLIANCE SCREENING	11,903.30	1-Apr-17	31-Mar-21	To be determined with the User Department.
77000031207	LABMETRICS INC	H16-25-143:CLEAN AIR ROOM STAFF CERTIFICATION AND TRAINING	217,090.07	1-Feb-20	31-Jan-21	
77000031191	ADVANCED BOILER CONTROL SERVICES, INC.	H16-72-019:PHCC-BOILER MAINTENANCE & REPAIR	294,771.79	1-Feb-16	31-Jan-21	
77000031180	ENCORE REHABILITATION SERVICES	H17-25-070:REHABILITATION THERAPY	1,442,893.36	1-Jul-17	30-Jun-21	
77000031168	CARRIER CORPORATION	H16-72-063:REPAIR & MAINT.-COOLING TOWER-PHCC	240,142.43	1-May-16	30-Apr-21	
77000031167	RES PUBLICA GROUP, LLC	H15-25-127 - Service, MARKETING SVCS-CCH & COUNTY CARE	10,423,628.83	1-Nov-15	31-Oct-20	To be determined with the User Department.

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000031166	VERITYSTREAM, INC.	H16-25-0069:SOFTWARE LICENSES, PROF. SERVICES TO IMPLEMENT MSOW SAAS FOR PHYSICIAN CREDENTIALING	52,540.69	1-Jun-19	31-May-21	
77000031161	ANCHOR MECHANICAL INC	H17-72-016 - Service, JSH REFRIGERATION & VENTILATION EQUIPMENT/MAINT/REPAIR	5,783,401.15	1-Dec-16	30-Nov-20	
77000031159	RELAYHEALTH	H16-25-042:PRESCRIPTION ADJUDICATION (PRE AND POST EDITING)	152,803.34	1-Feb-16	30-Aug-20	To be determined with the User Department.
77000031155	COOK RADIATION ONCOLOGY, S.C.	H15-25-101:QUALIFIED RADIATION ONCOLOGY STAFF SERVICES	9,325,555.47	1-Jun-15	31-Oct-20	To be determined with the User Department.
77000031152	MCDERMOTT CENTER	H16-25-156:ASSISTED OUTPATIENT TREATMENT SUBGRANT AGREEMENT	125,186.98		30-Sep-20	To be determined with the User Department.
77000031146	NUCARE SERVICES CORP.	H10-72-086:SERVICES, PATIENT CARE	8,292,349.81	10-Aug-10	31-Aug-20	To be determined with the User Department.
77000031145	SYSTEM INNOVATORS DIV/N. HARRIS COMPUTER	H16-25-078:SOFTWARE LICENSES & PROFESSIONAL SERVICES TO IMPLEMENT INOVAH ERM	26,461.33		30-Nov-20	To be determined with the User Department.
77000031140	STATE OF ILLINOIS	H16-25-155:ASSISTED OUTPATIENT TREATMENT SUBGRANT AGREEMENT	254,107.85		30-Sep-20	To be determined with the User Department.
77000031135	FIRST AMERICAN EQUIPMENT FINANCE	H16-25-014:LEASE-LINE AGREEMENT	11,482,327.29	1-Jan-16	31-Dec-20	To be determined with the User Department.
77000031133	MEDICAL HOME NETWORK	H16-25-133 - CARE MANAGEMENT REAL-TIME ALERTS & ANALYTICS	19,132,126.15	1-Sep-16	31-Dec-21	To be determined with the User Department.
77000031132	CERNER CORPORATION	CONSULTING SERVICES-SOFTWARE, MAINTENANCE, ENHANCEMENTS, HOSTING	289,183,973.56	1-Jan-16	31-Dec-25	
77000031065	VALENCE HEALTH	H15-25-144 - CountyCare Claims	5,706,688,505.42	1-Apr-18	31-Dec-21	
77000031250	MILLIMAN CARE GUIDELINES LLC	H16-73-034 - Service, Implementing Medical Necessity Guidelines to Support Delegation of Medical Necessity Review	669,601.91	1-Feb-16	28-Feb-21	
77000031231	CITY OF CHICAGO	H18-25-127:LEAD ABATEMENT - CCDPH @OFHC	531,005.84	1-Dec-17	30-Nov-20	
77000031228	SHERMAN CONSULTING GROUP, LLC	H16-25-157:ASSISTED OUTPATIENT TREATMENT SUBGRANT AGREEMENT	313,308.88	30-Sep-16	30-Sep-20	To be determined with the User Department.
77000031225	SCHWAB REHAB HOSPITAL	H12-25-068:ACUTE INPATIENT REHABILITATION THERAPY	1,071,693.96	1-Oct-12	30-Nov-20	To be determined with the User Department.
77000031224	TECH REFRIGERATION SERVICE	H16-72-018:PREVENTIVE MAINTENANCE & REPAIR OF REFRIGERATION-PHCC	327,904.70	1-Feb-16	31-Jan-21	To be determined with the User Department.

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
77000031222	PRESS GANEY ASSOCIATES INC	H16-25-176:PATIENT EXPERIENCE, QUALITY, SAFETY AND RELIABILITY	697,203.07	1-Jan-17	30-Sep-20	To be determined with the User Department.
77000031217	WEST PHYSICS CONSULTING LLC	H17-25-026:LASER SAFETY OFFICER	611,460.00	1-Mar-17	28-Feb-21	
77000031216	HOUSING FORWARD	H17-25-094:HOUSING SUPPORTIVE SERVICES	784,011.10	1-Aug-17	31-Jul-22	
77000031206	SMITHGROUPJJR, INC	H16-25-148:ARCHITECTURAL, ENGINEERING, CONSTRUCTION ADMIN. SERVICES- REGIONAL OP CLINICS	1,952,434.48	1-Oct-16	31-Mar-22	
77000031200	COMMUNITY COUNSELING CENTERS OF CHICAGO, INC.	H16-25-147:ASSISTED OUTPATIENT TREATMENT SUBGRANT AGREEMENT	460,925.98		30-Sep-20	To be determined with the User Department.
77000031192	ARCOS ENVIRONMENTAL SERVICES INC	H18-25-110:LEAD ABATEMENT & MITIGATION SERVICES	932,485.25		14-Dec-20	To be determined with the User Department.
77000031185	SAVRX CHICAGO INC	H16-25-074:CALL CENTER	2,779,728.94	1-Apr-16	30-Nov-20	To be determined with the User Department.
77000031183	EXPERIAN HEALTH	H15-25-118:REVENUE CYCLE HOSTED ELIGIBILITY SOFTWARE	667,203.42	1-Oct-15	30-Sep-21	To be determined with the User Department.
77000031175	HENRY SCHEIN INC	H16-25-0138:DENTAL SOFTWARE FOR CERNER	20,114.00	10-Mar-17	28-Feb-21	
77000031171	GRM INFORMATION MANAGEMENT SERVICES, INC.	H16-25-100:MEDICAL RECORD STORAGE & RETRIEVAL	923,849.20	1-Jul-16	30-Jun-21	
77000031164	RUSH UNIVERSITY MEDICAL CENTER	H17-25-044:RENAL BIOPSIES, CONSULTS & CONFERENCE MODERATION	676,186.40	1-Dec-16	30-Nov-22	
77000031156	A SAFE HAVEN FOUNDATION	H17-72-111:SNOW REMOVAL JSH, PHCC, CCDPH	312,671.53		31-Oct-20	To be determined with the User Department.
77000031154	KONICA MINOLTA BUSINESS SOLUTIONS USA INC	H14-25-037:COPIER	3,092,998.48	1-Jul-14	31-Oct-21	
77000031139	ADVANCED CARE SERVICES, INC.	H17-25-117:ADVANCED CARE SERVICES, INC	3,367,934.17	1-Dec-17	30-Nov-20	To be determined with the User Department.
H18-25-125	BECKMAN COULTER INC	H18-25-125 - Service & Supply, Flow Cytometry Equipment Rental and Reagents	978,610.66	1-Mar-18	28-Feb-21	
H18-25-117	BOSTON SCIENTIFIC CORPORATION	CNV_BOSTON SCI	2,299,409.94	1-Mar-18	28-Feb-21	
H18-25-033	ABBOTT LABORATORIES	CNV_ABBOTT LABORATORIES	777,524.78	1-Apr-18	31-Mar-21	
H18-25-031	OLYMPUS AMERICA INC	CNV_Supply, Endoscopy Disposable Surgical Supplies	743,913.49	1-Apr-18	31-Mar-21	
H18-25-003	TERUMO MEDICAL CORP	CNV_TERUMO MEDICAL- INTERVENTIONAL	172,083.33	1-Jan-18	31-Dec-20	To be determined with the User Department.
H18-25-002	ST JUDE MEDICAL SC INC	CNV_ST JUDE- PACEMAKERS ASD CLOSURES SUPPLIES	458,220.00	1-Jan-18	31-Dec-20	To be determined with the User Department.
H18-25-001	MERIT MEDICAL SYSTEMS INC	CNV_MERIT MEDICAL	195,416.67	1-Jan-18	31-Dec-20	To be determined with the User Department.
H17-25-020	APPLIED MEDICAL INC	CNV_APPLIED MEDICAL- SCOPE WARMER SCISSORS	264,785.00	1-Dec-16	31-Dec-20	To be determined with the User Department.
H16-73-050	BAYER HEALTHCARE LLC	CNV_STELLANT SYRINGES	1,105,587.85	1-May-16	30-Apr-22	
H16-73-027	VOLCANO CORPORATION DBA PHILIPS	CNV_VOLCANO- IVUS	43,864.94	1-Dec-16	30-Nov-20	To be determined with the User Department.
H16-73-0051	COOPER SURGICAL INC	CNV_COOPER SURGICAL- SURGICAL WOMENS HEALTH SUPPLIES	132,412.65	1-Dec-16	30-Nov-20	To be determined with the User Department.

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
H16-25-057	ABBOTT LABORATORIES	CNV_ABBOTT DIAGNOSTIC DIVISION ARCHITECT 4	339,072.90	1-Apr-16	31-Mar-23	
H15-73-062	DEVICOR MEDICAL PRODUCTS INC	CNV_DEVICOR- BIOPSY SUPPLIES	322,418.27	1-Jun-15	15-Jun-22	
H16-25-084	ARXIUM INC	H16-25-084 CNV_ON- SITE TECHNICIAN SVCS FOR: PARTS INVENTORY, TELEPHONE SUPPORT, DATABASE MGMT	442,417.85	10-Jan-17	31-Dec-20	
H16-25-075	JOHNSON CONTROLS FIRE PROTECTION LP	H16-25-075 - Service, FIRE SUPPRESSION, EXTINGUISHER, & ALARM SYSTEM TESTING	979,923.38	1-May-16	30-Apr-21	To be determined with the User Department.
H16-25-028	VIZIENT INC	CNV_SAFETY INTELLIGENCE SOFTWARE & PATIENT SAFETY ORGANIZATION SERVICES	0	1-Feb-16	31-Jan-22	
H15-73-0113	ABBOTT RAPID DIAGNOSTICS INFORMATICS, INC	CNV_MITSUBISHI CARDIAC PATHFAST SOFTWARE LICENSING	8,279.16	1-Oct-15	30-Sep-20	
H15-25-135	CHANGE HEALTHCARE SOLUTIONS, LLC	H15-25- 135_SERVICE_HOSTED CLAIMS MASTER SUITE SOFTWARE SOLUTION	2,682,696.12	1-Feb-16	30-Nov-20	To be determined with the User Department.
H16-25-0084	DIGITALSHIPPER LLC	CNV_IMP SYSTEM FOR BRIDGE BETWEEN PHYSICAL PACKAGES AND DIGITAL INFORMATION	8,985.00	1-Jul-16	31-Jul-20	To be determined with the User Department.
H15-25-046	LEARNSOFT TECHNOLOGY GROUP, INC.	CNV_ELECTRONIC MANAGEMENT LEARNING SYSTEM	253,300.00	1-Apr-15	31-Mar-21	To be determined with the User Department.
H15-25-037	KEYSTONE ADVISORS OF ILLINOIS LLC	H15-25- 037_Service_TEMPORA RY EMPLOYMENT AGENCY	1,226,258.53	1-Mar-15	30-Nov-20	
H15-25-0103	LANDAUER, INC.	CNV_RADIATION DOSIMETER FILM BADGES & TLD RINGS	76,517.43	23-Nov-14	31-Jul-20	To be determined with the User Department.
H14-25-064	MHN ACO LLC	CNV_CARE MANAGEMENT AND SHARED SAVINGS	83,206,433.32	1-Jul-14	31-Dec-21	To be determined with the User Department.
H14-25-020	VARIAN MEDICAL SYSTEMS, INC	H14-25-020 - Service, SOFTWARE SUPPORT & MAINTENANCE FOR ARIA/ECLIPSE RADIOLOGICAL EQUIPMENT	2,665,004.78	1-Mar-15	14-Jul-22	
H15-25-097	INSIGHT HEALTH CORP	CNV_MOBILE MRI & STAFFING	2,000,798.75	1-Sep-15	31-Aug-20	To be determined with the User Department.
H17-25-110	UNIVERSITY OF ILLINOIS @ CHICAGO	CNV_UIC SURGICAL PATHOLOGY & AP/CP RESIDENT ROTATION- MASTER AGREEMENT	535,238.12	1-Jul-17	30-Jun-21	
H17-25-064	MEDSPEED LLC	H17-25-064 - Service, COURIER SERVICES FOR LABORATORY SAMPLES	1,172,036.34	1-Jun-17	31-May-21	
H17-25-0089	SOFT COMPUTER CONSULTANTS INC.	CNV_ZEBRA TC51 HANDHELD COMPUTERS,ACCESSORI ES, LN220 PRINTERS, EXTENDED WARRANTY	3,768.98	30-Aug-17	31-Jul-20	To be determined with the User Department.
H17-25-048	UNIVERSITY OF ILLINOIS @ CHICAGO	H17-25-048, Service CNV_CARDIAC SURGEONS	1,797,638.75	1-Dec-16	31-May-21	
H17-25-037	CORPORATE CLEANING SERVICES INC	CNV_SERVICE WINDOW CLEANING	684,600.20	1-Feb-18	31-Jan-21	
H17-25-088	HEALTH MANAGEMENT ASSOCIATES, INC.	CNV_PROFESSIONAL CONSULTING SERVICES FOR NCQA	418,916.21	1-Sep-17	31-Aug-20	To be determined with the User Department.

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
H17-25-093	PROFESSIONAL CLINICAL LABORATORIES LLC	CNV_HISTOLOGICAL SERVICES	4,970,429.71	1-Oct-17	30-Sep-20	To be determined with the User Department.
H17-25-109	ILLINOIS DEPARTMENT OF PUBLIC HEALTH	H17-25-109 - SERVICE, NEWBORN METABOLIC SCREENING (PKU)	658,112.43	1-Jun-17	31-May-21	
H12-76-1901	PACE SYSTEMS, INC.	CNV_VIDEO SURVELLIANCE SYS W/AC	5,224.95	2-Jul-12	1-Jul-20	To be determined with the User Department.
H17-25-123	RUSH UNIVERSITY MEDICAL CENTER	CNV_PROGRAM ADDENDUM TO COOPERATIVE EDUCATIONAL MASTER AGREEMENT FOR DEPT. OF SURGER	55,433.44	1-Jul-17	30-Jun-21	
H17-25-122	RUSH UNIVERSITY MEDICAL CENTER	CNV_PROGRAM ADDENDUM TO COOPERATIVE EDUCATIONAL MASTER AGREEMENT FOR THE DEPART. OF	438,461.41	1-Jul-17	30-Jun-21	
H18-25-0004	USA LEAD INSPECTOR USA INC	CNV_SERVICE, CONDUCT LEAD HOME INSPECTIONS IN UNITS THROUGH THE HUD GRANT	79,223.00	15-Dec-17	31-Jul-20	
H18-25-0006	NORTHWEST HOUSING PARTNERSHIP	CNV_PROVISION OF CLIENT EDUCATION & APPLICATION PROCESSING-LEAD HAZARD REDUCTION DE	99,180.00	1-Jan-18	31-Dec-20	To be determined with the User Department.
H10-25-0024	CENTER FOR HUMAN GENETICS INC	CNV_GENETIC TESTING SERVICES	4,207.84	1-Dec-09	31-Dec-20	To be determined with the User Department.
H18-25-008	MAXIM HEALTHCARE SERVICES INC	H18-25-008 - Service, Temporary Staffing	20,196,386.85	1-Dec-17	30-Nov-20	To be determined with the User Department.
H17-25-0103	DAVIS BANCORP INC	CNV_ARMORED CAR SERVICES	43,526.00	1-Jan-18	31-Dec-20	To be determined with the User Department.
H17-25-098	PICKENS-KANE MOVING & STORAGE CO	H17-25-098 Service, Move Management and Moving Services	867,943.00	15-Aug-17	31-Dec-20	To be determined with the User Department.
H17-25-074	HOLABIRD & ROOT LLC	CNV_ARCHITECTURAL DESIGN SERVICES FOR HEALTH CLINICS, DIALYSIS CENTER	1,190,391.72	1-May-17	30-Apr-21	
H18-25-0007	NEIGHBORHOOD HOUSING SRVCS CHGO INC	CNV_PROVISION OF CLIENT EDUCATION & APPLICATION PROCESSING-LEAD HAZARD REDUCTION DEM	96,400.20	1-Jan-18	31-Dec-20	To be determined with the User Department.
H18-25-0037	PRYTIME MEDICAL DEVICES, INC	CNV_SUPPLY, ER-REBOA CATHETER & SUPPLIES	18,375.00	1-Mar-18	28-Feb-21	
HA17-036	HENRY SCHEIN INC	CNV_PS ECLAIMS SUPPORT FOR DENTAL	4,660.94	1-Dec-17	30-Nov-20	To be determined with the User Department.
H18-25-111	A & B ENVIRONMENTAL	CNV_LEAD ABATEMENT SERVICES FOR RESIDENTS IN SUBURBAN COOK COUNTY	883,287.50	15-Dec-17	14-Dec-20	To be determined with the User Department.
H17-72-108	H-O-H WATER TECHNOLOGY, INC.	CNV_WATER TREATMENT SERVICES FOR: STROGER, PROVIDENT, & OAK FOREST HOSPITALS	60,921.00	1-Oct-17	30-Sep-20	To be determined with the User Department.
H17-25-101	ORACLE AMERICA, INC.	CNV_ORACLE TALENT MGM'T CLOUD & APP. USER PERPETUAL SOFTWARE UPDATE LIC.& SUPPORT	839,589.28	31-Aug-17	30-Aug-22	To be determined with the User Department.
H17-25-076	SUPERIOR AIR GROUND AMBULANCE SERVICE, INC.	CNV_NON-EMERGENCY MEDICAL TRANSPORTATION	15,462,924.91	5-Jul-17	4-Jul-20	To be determined with the User Department.

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
H14-25-045	MEDIDAL, INC	CNV_SERVICE, PHARMACY PRESCRIPTION CLAIMS PROCESSING SERVICES	3,360,978.20	1-Nov-14	30-Nov-21	
09-41-252	BANC OF AMERICA NATL ASSOC LEASING & CAPTL	CNV_EQUIPMENT LEASING	32,042,804.82	7-Aug-09	30-Nov-23	
H18-25-114	KORE SAE, LLC	CNV_TEMP.STAFFING- RADIOLOGY,PHARM.LA BS,EMPLOYEEHEALTH SVCS & VARIOUS HEALTH DEPTS.	7,408,393.39	1-Dec-17	30-Nov-20	
H17-25-121	RUSH UNIVERSITY MEDICAL CENTER	CNV_PROGRAM ADDENDUM TO COOPERATIVE EDUCATION MASTER AGREEMENT-GENERAL SURGERY	6,383,535.62	1-Jul-17	30-Jun-21	To be determined with the User Department.
H17-25-118	RUSH UNIVERSITY MEDICAL CENTER	CNV_PROGRAM ADDENDUM TO COOPERATIVE EDUCATIONAL MASTER AGREEMENT - DEPARTMENT OF TRA	276,651.23	1-Jul-17	30-Jun-21	
H17-25-055	INTERNATIONAL BUSINESS MACHINES CORPORATION	CNV_EXTENSION OF FUNCTIONAL SUPPORT	2,312,533.85	6-Feb-17	15-May-21	
H16-25-071	ALLIED UNIVERSAL SECURITY SERVICES	CNV_SECURITY SERVICES FOR ACHN CLINICS, HOYNE BLDG. & PROVIDENT	8,419,583.85	1-Aug-16	31-Jul-20	
H17-25-0017	UNITED SHOCKWAVE SERVICES, LTD	CNV_EQUIPMENT, MOBILE LITHOTRIPSY PROCEDURE & RELATED SERVICES	105,100.00	1-Jan-17	31-Dec-20	To be determined with the User Department.
H18-72-005	RADIOMETER AMERICA	H18-72-005 - PRODUCTS/SERVICE, BLOOD GAS EQUIPMENT, REAGENTS	810,010.54	1-Jan-18	31-Dec-20	To be determined with the User Department.
H18-25-0003	BARTON-CAREY MEDICAL PRODUCTS INC	CNV_CUSTOM BURN GARMENTS ON SITE	140,572.63	1-Dec-17	30-Nov-21	To be determined with the User Department.
H17-72-031	JOHNSON CONTROLS INC	H17-72-031 - Service, TESTING,AUTOMATION, REPAIR OF BLDG.AUTOMATION,SE CURITY, FIRE ALARM,RADIO SYSTEMS	5,901,590.45	1-Jan-17	31-Dec-20	
H17-25-114	CROSS COUNTRY STAFFING INC	H17-25- 114_Services_STAFFING FOR NURSING	4,477,601.50	1-Dec-17	30-Nov-20	To be determined with the User Department.
H17-25-080	AGFA HEALTHCARE CORPORATION	CNV_TALK STATION SOFTWARE MAINTENANCE, Services, H17-25-080	485,409.56	1-May-17	31-Dec-20	To be determined with the User Department.
H17-25-072	RCM TECHNOLOGIES USA INC	CNV_REHABILITATION THERAPY	1,435,400.00	1-Jul-17	30-Jun-21	
H17-25-063	ORKIN LLC	Service, PEST CONTROL SERVICES THROUGHOUT SYSTEM	270,339.74	1-May-17	30-Apr-21	
H17-25-040	HIMAGINE SOLUTIONS INC	CNV_MEDICAL RECORDS CODING AND TRAUMA REGISTRY CODING	4,698,501.98	1-Mar-17	28-Feb-21	
H17-25-039	HEALTH MANAGEMENT SERVICES INC	CNV_PROVIDER SERVE AND EQUIPMENT FOR CPAP AND BIPAP	1,569,087.02	1-Mar-17	28-Feb-21	
H17-25-038	ITXM DIAGNOSTICS	H17-25-038 - Service, therapeutic apheresis services	257,976.45	1-Apr-17	31-Mar-21	
H17-25-019	TELETRACKING TECHNOLOGIES, INC.	CNV_CAPACITY MANAGEMENT SUITE BED TRACKING	1,154,573.00	16-Dec-16	16-Dec-20	
H17-25-0022	LEITER'S ENTERPRISES, INC	CNV_COMPOUNDING OPHTHALMOLOGY	52,400.45	27-Mar-17	26-Feb-21	To be determined with the User Department.
H16-72-123	MORRISON MANAGEMENT SPECIALISTS INC	H16-72-123 SSERVICE, MANAGEMENT OF FOOD & NUTRITION	14,504,296.39	1-Oct-16	30-Sep-20	To be determined with the User Department.

Contract Number	Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date	Future Status
H16-72-052	LINDE NORTH AMERICA, INC.	Service, CERTIFICATION, MAINTENANCE & REPAIR-MEDICAL GAS SYSTEMS	1,030,758.42	1-Apr-16	31-Mar-21	
H16-72-0001	GLOBAL INDUSTRIAL, GLOBAL INDUSTRIAL EQUIPMENT	CNV_PREVENTIVE MAINTENANCE & EMERGENCY REPAIR OF UPS FOR DATA CENTER	12,991.90	1-Aug-16	31-Jul-21	
H16-25-174	ATOS HEALTHCARE SERVICES LLC	CNV_PROFESSIONAL SERVICES FOR INFORMATION TECHNOLOGY (IT) STAFFING AND SUPPORT	83,246,392.39	1-Dec-16	30-Nov-22	
H16-25-129	ATOS DIGITAL HEALTH SOLUTIONS, INC	CNV_CUSTOMIZED WEB-BASED TRAINING	287,394.42	1-Dec-16	30-Nov-20	
H16-25-127	VERITY SOLUTION GROUP INC	CNV_340B PHARMACY CONTRACT MANAGEMENT SERVICES	505,500.00	1-Sep-16	31-Aug-20	To be determined with the User Department.
H16-25-124	GE PRECISION HEALTHCARE LLC	CNV_CLINICAL ENGINEERING (BIOMEDICAL) SERVICE	18,625,377.51	1-Dec-16	30-Nov-21	To be determined with the User Department.
H16-25-111	VECNA TECHNOLOGIES INC	H16-25-111_Services_CENTRAL REGISTRATION TRAIL KIOSK PROJECT	653,806.72	1-Aug-16	30-Nov-20	
H16-25-142	ATEB INC	CNV_MEDICATION SYNCHRONIZATION	160,000.00	1-Feb-17	30-Sep-20	To be determined with the User Department.
H16-25-117	CURASCRIPT SPECIALTY DISTRIBUTION INC	CNV_NEXPLANON	330,431.04	1-Aug-16	31-Jul-20	To be determined with the User Department.
H17-25-0019	VERIZON WIRELESS - CELLCO PARTNERSHIP	CNV_BUILDING RADIO DISTRIBUTION AGREEMENT	0.01	4-Aug-17	3-Aug-27	To be determined with the User Department.
H16-25-007	BECKMAN COULTER INC	H16-25-007 Service, LAB AUTOMATION EQUIPMENT, REAGENTS, SERVICES & SOFTWARE	10,998,252.29	1-Mar-16	28-Feb-24	
H18-25-115	QUEST DIAGNOSTICS INC.	CNV_REFERENCE LABORATORY TESTING	7,473,656.53	1-Jan-18	31-Dec-20	
H16-25-0139	BAXTER HEALTHCARE CORPORATION	CNV_ANNUAL USAGE & MAINTENANCE FEES FOR EXISTING EQUIPMENT	56,981.40	1-Feb-17	31-Jan-22	To be determined with the User Department.
H15-25-102	CAREFUSION	CNV_PYXIS MEDSTATION LEASE & SUPPORT AGREEMENT	10,500,392.83	1-Oct-15	31-Jan-23	

# FY2020 Mid-Year Budget Review

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## [Public Administrator]

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### I. Update on FY2020 Goals and Objectives (List 2-3)

- **FY2020 Goal #1 as listed in the Budget Book**

- Current Status of Goal

*Through the third quarter of FY 2019, the Public Administrator's Office (PA) will have generated over \$2,671,240 in fees, interest, court costs and funds for unknown heirs. The PA's current (FY2019) budget is \$1,318,240. At the close of Q3 2019, the PA's fees alone will have generated \$1,164,134 to the County Treasurer. This revenue represents 88% of the budget appropriated for FY 2019. The PA estimates a year-end total of \$1,512,835 in revenue returned to the County. This amount represents \$194,595 over the amount appropriated for FY2019 (114%). Over \$12,000,000 has been returned to heirs and beneficiaries via estate administration in FY 2019.*

Provide impact on any key performance indicators

- *For OUP Only: How does this align with the Policy Roadmap*

- **FY2020 Goal #2 as listed in the Budget Book**

- Current Status of Goal

*The Office of the Public Administrator is consistently revising policies and procedures to be as efficient as possible. We are streamlining estate tax returns by filing and saving returns electronically, thus reducing postage and copying expenses. In addition, we have fully adopted e-filing with the County Clerk's Office, saving on printing expenses. Moving into 2020, we will work to integrate the notice requirements with this system, saving both in printing and mailing expenses. Finally, we will continue the process to determine whether unclaimed property remains with the State Treasurer for estates administered by the Office in the previous 20-year period. To date, the Office has identified and recovered \$1,135,744 and is in the process of probating those assets. We expect that we will continue to uncover unclaimed property in 2020 and beyond.*

Provide impact on any key performance indicators

- *For OUP Only: How does this align with the Policy Roadmap*

# FY2020 Mid-Year Budget Review

## II. Year-End Revenue Projections (for revenue generating departments)

Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps

Revenue	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
Revenue Source #1	650,000.00	\$1,189,327.65	539,327.65	82.9%
Revenue Source #2				

- Explanation of variances greater than 1% and \$1 million
- What corrective action will be taken?

## III. FY2020 Year-End Expenditure Projections

Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps

Operating Expenses	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
Personnel	\$559,849.15	\$568,358.24	\$8,509.09	1.51%
Contractual Services	\$52,033.64	\$50,559.00	\$1,474.64	2.83%
Supplies and Materials	\$2,854.99	\$1,503.19	\$1,351.80	47.3%
Operations and Maintenance	\$34,636.18	\$23,220.52	\$11,415.66	32.9%
Capital Expenditures				
Rental and Leasing	\$16,677.00	\$15,280.84	\$1,396.16	8.3%
Contingencies and Special Purposes				
<b>Total</b>	\$666,921.79	\$658,921.79	\$7,129.17	1.07%

- Explanation of variances greater than 1% and \$1 million.

*Personnel expenses are 1.5% over budget due to turnover ratio not being met. Public Administrator has remained fully staffed during the first half of fiscal year 2020.*

- What corrective action will be taken if required?

# FY2020 Mid-Year Budget Review

## IV. FY2020 Holdback Target

<b>Holdback Target</b>	<b>\$89,861.84</b>
<b>Amount of Holdback Achieved</b>	<b>\$0</b>

- Did you meet the holdback target identified for your department?

*No.*

- If no, please explain the factors that were considered when developing your holdback amount.

*The office of the Public Administrator will have generated over \$2,865,112 in fees, interest, court costs and funds for unknown heirs. The PA's current 2020 budget is \$1,344,605. At the close of Q3 2020, the PA's fees along will have generated \$1,169,933 to the county treasurer. The PA estimates a yearend total of \$1,827,331 in revenue. This amount represents \$527,331 over the amount appropriated for FY 2020.*

## V. FY2020 Contracts

*Please provide a list of your department's existing and anticipated contracts for FY2020 in the format provided below.*

<b>Vendor Name</b>	<b>Contract Purpose</b>	<b>Contract Amount</b>	<b>Contract Start Date</b>	<b>Contract End Date</b>
<b>Computrust Software</b>	Renew t/b paid from appropriated line items.	19,015.	2020	2023

- For any contract that is expiring this year, please indicate:
  - Whether the contract will be renewed, extended or re-bid.
  - If re-bid, the status of the procurement.

## VI. Capital Equipment Updates

*Please provide a list of your department's FY2020 capital equipment projects and the status of projects in the format provided below.*

# FY2020 Mid-Year Budget Review

Capital Equipment Project	Project Status (Not Started/Started/Delayed/Completed)	If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project
N/A		

## VII. COVID-19 Operational Impacts

*Describe any take-aways regarding your operations as it relates to the COVID-19 public health crisis.*

- *How does your office serve the public?*
  - Our office assists the public in administering probate estates when a Cook County resident passes away without family to manage the liquidation and distribution of his or her assets. We also aid the public and the Medical Examiner’s Office in locating family for unclaimed remains and homes that would otherwise be abandoned.
- *Describe any initiatives you have implemented that have resulted in greater efficiencies within your operations.*
  - The circumstances of COVID-19 have required our office to streamline several processes and have allowed us the opportunity to learn to conduct our business electronically. We intend to maintain as much of a “paper-free” status as possible moving forward.
- *Describe which, if any, of these initiatives can or will be carried forward into your operations as we transition back to full operation.*
  - As the Circuit Court of Cook County allows, we hope to continue administering estates via email. This significantly cuts down our use of paper and postage. Further, the use of email for certain court orders increases our efficiency in administering our estates.
- *Describe areas of further opportunities you foresee for increased efficiencies within your operations.*
  - Again, limiting the need for paper copies, postage expenses, and in-person transactions for routine court orders speeds up the administration of our estates.
- *How did you incorporate technology into your processes in the midst of COVID-19?*
  - Our staff did a terrific job implementing the various online tools available. Despite not being issued any County device on which to work, our staff got creative and remained engaged via email, Zoom, Microsoft Teams, and the Cisco conference call system.
- *Are you envisioning your real estate footprint changing post COVID-19?*
  - No; there is still a need for our office suite at 69 W Washington.
- *How do you envision your office supply/professional service needs changing post COVID-19?*
  - As we are allowed by the Circuit Court of Cook County, we hope to limit the use of paper copies for court orders and notices.
  - We do not anticipate any change in our professional services needs. Our outside counsel, accounting service, property management, warehousing service, and appraisal service

# FY2020 Mid-Year Budget Review

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provider all have capacity to manage the increase in estates we anticipate we will see in the coming year due to the COVID-19 pandemic.

- *Are you contemplating implementing more self-service processes within your office and what impact would that have on your budgets?*
  - N/A.

## VIII. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	<b>\$1,259,749</b>
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- Please provide preliminary ideas of how your department is planning to meet your budget target for FY2021.

# FY2020 Mid-Year Budget Review

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## Office of the Independent Inspector General

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### I. Update on FY2020 Goals and Objectives

- **FY2020 Goal #1 – Initiate program reviews in areas of county government identified as having potential inefficiencies**

The OIIG has continued to dedicate resources to detecting fraud and waste in the various operational units within Cook County that have a material negative effect on Cook County's financial position. For example, in the past year, the OIIG has concluded matters relating to FPD's vehicle salvage policies and procedures (IIG18-0026), CCH payroll diversion fraud schemes (IIG18-0479), the Sheriff's Regional Gang Database Review (IIG18-0492), CCH's salary adjustment schedules for Grade 24s under CCH Supplemental Policy 02.01.22, and the Office of the Assessor's capacity to capture increased value arising out of building permits and Certificates of Completion for assessment purposes (IIG18-0251).

- **FY2020 Goal #2 – Continue efforts to monitor Cook County Government's fiscal and contractual processes to prevent any negative impact on the financial position of Cook County**

The OIIG also focused its resources on the subset category of contractual activities this past year, including the OIIG's real estate acquisition review involving Provident Hospital (IIG18-0203) and a supplemental review of CCH's billing and collections process that resulted in substantial revenue loss related to claim denials and rejections by private health insurance and government programs.

- **FY2020 Goal #3 – Continue to investigate MWRD complaints and attempt to identify areas of potential misconduct or waste by initiating program reviews**

In May of 2019, Cook County/OIIG and the MWRD finalized an Intergovernmental Agreement extending the jurisdiction of the OIIG to include the MWRD in substantially the same manner as exists for Cook County government. During the past year, the OIIG completed program reviews involving the MWRD Ethics Ordinance resulting in a comprehensive ordinance amendment (IIG19-0279), Open Meetings Act compliance (IIG19-0439), use of MWRD boats for tours organized by elected officials (IIG19-0533) and time keeping customs and practices in place involving Commissioners' staff (IIG19-0485). Numerous other program reviews have also been initiated and are currently active.

### II. Year-End Revenue Projections – Not Applicable

### III. FY2020 Year-End Expenditure Projections

# FY2020 Mid-Year Budget Review

Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps

Operating Expenses	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
Personnel	\$1,063,362.80	\$979,796.20	\$86,566.60	8.1%
Contractual Services	8,089.94	\$1,463.87	\$6,626.07	81.9%
Supplies and Materials	\$5,127.45	\$4,102.58	\$1,024.84	19.9%
Operations and Maintenance	\$54,740.32	\$40,713.21	\$14,027.11	25.62%
Capital Expenditures				
Rental and Leasing	\$3,972	\$5,591.76	*\$1,619.76	*40.77%
Contingencies and Special Purposes	(\$92,622.00)	(146,122.02)	\$53,500.02	57.76%
<b>Total</b>	\$1,042,670.51	\$882,545.60	\$160,124.91	15.3%

\*Please note that the OIIG's rental and leasing budget for the year is \$5,592 and covers the cost of copier rentals and two parking spaces for OIIG vehicles. Both expenses are paid upfront in December for the entire year. No other expenses are required out of this account.

The OIIG has issued invoices to the MWRD totaling approximately \$200,000 and to the FPD totaling \$25,300.

#### IV. FY2020 Holdback Target

<b>Holdback Target</b>	<b>\$120,823.68</b>
<b>Amount of Holdback Achieved</b>	\$120,823.68

The OIIG has met the 2020 holdback by leaving two vacant positions unfilled and moving back the start date of a recently hired Investigator from May 2020 to August 2020.

#### V. FY2020 Contracts

Please provide a list of your department's existing and anticipated contracts for FY2020 in the format provided below.

Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date
Column Technologies	Ongoing maintenance services	~\$14,500/year	Fall 2020	N/A

# FY2020 Mid-Year Budget Review

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The OIIG will be seeking a new contract to continue to receive yearly maintenance services on the OIIG's case management system. The current cost is \$14,139 per year.

## VI. Capital Equipment Updates – Not Applicable

## VII. COVID-19 Operational Impacts

The central mission of the OIIG is to detect and deter corruption, fraud, waste, mismanagement and unlawful political discrimination. The number of complaints filed with the OIIG this year represent an approximate 25% increase from the same date in 2019. The OIIG has significantly increased use of technology to continue to meet its mandate which has resulted in greater efficiencies. For example, we have adopted protocols for the conduct of witness interviews on-line that has significantly streamlined the process. The office has substantially reduced its use of paper and has adopted protocols for supervisor approval of investigative reports and electronic storage of case files through the OIIG case management system. Additionally, like many other offices, the OIIG has integrated Microsoft Teams into daily activities and has operated effectively during the quarantine period by conducting daily conferences between supervisors and investigators and periodic staff meetings. Complaining witnesses are also afforded the opportunity to submit a complaint via Teams rather than meeting with an investigator in-person or by submitting a written complaint on-line.

All of the foregoing technologically supported initiatives will be permanently incorporated into OIIG practices. We are also considering the adoption of a partial remote working policy that could enable the office to reduce its real estate footprint. As part of this initiative, this office is exploring whether its outdated desktop computers could be removed from service in place of laptops with VPN service to allow direct access to the OIIG case management system by all OIIG staff when off-site.

## VIII. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	<b>\$1,726,849</b>
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Because the OIIG budget primarily consists of personnel costs, we anticipate implementing a reduction-in-force and may also achieve savings, as discussed above, by consolidating office space into one location.

# FY2020 Mid-Year Budget Review

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## Secretary to the Board of Commissioners

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

Lessons learned in the midst of the COVID-19 highlighted the strengths and efficiencies of SOTB continuing to meet the needs of the President’s Office, Commissioners’ Offices, Other County offices, and the Public with meeting requests and Historic Information.

### I. Update on FY2020 Goals and Objectives (List 2-3)

#### • FY2020 Goal #1 as listed in the Budget Book

- Current Status of Goal- We provide legislative support and information for the Cook County Board of Commissioners, President, elected officials, agencies, departments and members of the public so items can be presented for consideration. The Secretary to the Board also provides information regarding the proceedings and policies of the Board so the legislative process will be efficient, effective, open and transparent. This is the 1<sup>st</sup> Primary Goal of SOTB.
- Provide impact on any key performance indicators- Goal is measured by the successful completion of meetings and the accuracy of related material published and circulated to numerous users.
- *For OUP Only: How does this align with the Policy Roadmap - We aim to be an excellent administrator of the vital services residents rely on by being transparent, accountable and effective.*

#### • FY2020 Goal #2 as listed in the Budget Book

- Current Status of Goal- The 2<sup>nd</sup> priority of SOTB, is maintaining the County Historic Records Office, the agency is primarily responsible for the preservation, promotion and publication of the history of Cook County—our government, communities and people.
- Provide impact on any key performance indicators- As a new function and goal of SOTB, we are developing the framework and necessary functions to provide historical information and data on Cook County’s rich and intricate history.
- *For OUP Only: How does this align with the Policy Roadmap- We aim to be an excellent administrator of the vital services residents rely on by being transparent, accountable and effective.*

### II. Year-End Revenue Projections (for revenue generating departments)

*Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps – There is no revenue generated from SOTB as of today, however we do have ideas to explore for revenue producing activities for the Department.*

Revenue	FY2020	FY2020	\$ Variance	% Variance
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# FY2020 Mid-Year Budget Review

	YTD Budget	YTD Actuals		
Revenue Source #1				
Revenue Source #2				

- Explanation of variances greater than 1% and \$1 million
- What corrective action will be taken?

### III. FY2020 Year-End Expenditure Projections

*Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps*

Operating Expenses	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
Personnel	\$533,407	\$441,405	\$92,002	-17%
Contractual Services	\$280,889	\$289,779	(\$8,890)	3%
Supplies and Materials	\$61,300	\$35,401	\$25,899	-42%
Operations and Maintenance	\$4,804	\$4,803	\$1	0%
Capital Expenditures	\$25,000	\$44,073	(\$19,073)	76%
Rental and Leasing	\$27,217	\$26,520	\$697	-3%
Contingencies and Special Purposes	\$-	\$-	\$-	-
<b>Total</b>	\$932,617	\$841,981	\$90,636	-10%

- Explanation of variances greater than 1% and \$1 million- BOC has no variances greater than 1% and \$1 million
- What corrective action will be taken if required? All Budget lines will come in line by 4<sup>th</sup> quarter of FY2020

### IV. FY2020 Holdback Target

<b>Holdback Target</b>	\$112,707
<b>Amount of Holdback Achieved</b>	\$112,707

- Did you meet the holdback target identified for your department? Yes, Hold back was met.
- If no, please explain the factors that were considered when developing your holdback amount.

# FY2020 Mid-Year Budget Review

## V. FY2020 Contracts

Please provide a list of your department's existing and anticipated contracts for FY2020 in the format provided below.

Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date
Granicus	Media Manager	150,000	9/2019	9/2022
Municode	Database of Code ordinances	20,000	9/2019	9/2021

- For any contract that is expiring this year, please indicate:
  - Whether the contract will be renewed, extended or re-bid. Contracts will be renewed in the corresponding year
  - If re-bid, the status of the procurement.

## VI. Capital Equipment Updates

Please provide a list of your department's FY2020 capital equipment projects and the status of projects in the format provided below.

*SOTB has no Capital Equipment Updates*

Capital Equipment Project	Project Status (Not Started/Started/Delayed/Completed)	If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project

## VII. COVID-19 Operational Impacts

Describe any take-aways regarding your operations as it relates to the COVID-19 public health crisis.

- How does your office serve the public?  
*SOTB serves the Public by providing meeting access, recording meetings, and taking public speaking testimony*
- Describe any initiatives you have implemented that have resulted in greater efficiencies within your operations.

# FY2020 Mid-Year Budget Review

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*SOTB has created a hybrid work environment to keep the operations of the office steady and productive.*

- *Describe which, if any, of these initiatives can or will be carried forward into your operations as we transition back to full operation.*

*Given the uncertainty of Covid-19, a hybrid work environment is critical to employ if a health crisis develop again.*

- *Describe areas of further opportunities you foresee for increased efficiencies within your operations.*

*N/A*

- *How did you incorporate technology into your processes in the midst of COVID-19? Technology was crucial in keeping the Staff functioning on various task and responsibilities of the department during COVID-19. The utilization of laptops, VPN, Microsoft Teams, and mobile devices made connection easy and seamless.*
- *Are you envisioning your real estate footprint changing post COVID-19? No, a County office is essential to our workflow.*
- *How do you envision your office supply/professional service needs changing post COVID-19?, That remains to be seen. Some operational expenses may be reduced but the total percentage is unknown at this time.*
- *Are you contemplating implementing more self-service processes within your office and what impact would that have on your budgets? That remains to be seen. Some operational expenses may be reduced but the total percentage is unknown at this time.*

## VIII. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	<b>\$1,745,747</b>
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- Please provide preliminary ideas of how your department is planning to meet your budget target for FY2021.

The budget target for SOTB will extremely tight and will be a challenge, but given the economic climate of holdbacks and reduced revenues, it's a reasonable and efficient base budget and will be made by tightly managing the resources given and making reductions and timing expenses when necessary.

# FY2020 Mid-Year Budget Review

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## Cook County Sheriff's Office

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### I. Update on FY2020 Goals and Objectives

In FY2020, the Sheriff's Office continues to align its resources with its mission to improve the quality of life of every person who engages with the Office by treating them with dignity and respect, providing them with a safe and secure environment, and by offering innovative and effective services to support communities and interrupt the cycle of violence and incarceration.

#### *Sheriff's Police Department*

The Sheriff's Office continues to devote extensive resources to non-traditional law enforcement initiatives, as outlined in the Office's FY2020 goals. In FY2020, prior to the COVID-19 pandemic, the Sheriff's Police Department (CCSPD) engaged in several community support programs throughout Cook County. These programs build positive relationships between law enforcement and community residents, which increase effective community-engaged policing and help reduce crime. Programs include:

- anti-bullying programs at several schools
- the "Bigs in Blue" mentorship program in partnership with Big Brothers, Big Sisters at Michelle Clark High School
- truancy initiatives in schools throughout Ford Heights and Harvey
- programming at the West Chicago branch of the Chicago Public Library after several staff complaints of disruptive behavior from students at a nearby school and extensive research to see what the students were interested in
- several school-based programs at Catalyst Circle-Rock Charter School (e.g., engaging with students in gym and art classes, the SHAPE program to develop leadership and problem-solving skills for students, the Junior Sheriff Mentoring Program)
- programming at the Kelly Hall YMCA in the 11<sup>th</sup> District in Chicago
- Parent and Senior Academies to discuss available resources and engage in constructive dialogue about any questions these community groups have
- Goodman based GeNarrations series
  - series of "telling stories" of seniors and justice-involved youth
  - program is five weeks long
  - culminated in a "story-based" performance on the Goodman stage
- RENEW fixed up community gardens so that block club presidents could hold their meetings
- regular presence along Safe Passage Routes to guarantee student safety on their walk to school
- positive loitering events like barbecues coordinated with block club presidents to encourage positive police-community interaction
- Sheriff's Challenge video game tournament at St. Sabina Church encouraged students to have high attendance and grades.

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Although the COVID-19 pandemic and subsequent shutdowns have curtailed many of these efforts, the Sheriff's Office has continued to find ways to engage with and support the community during these challenging times. The Office has partnered with local community groups, Age Options, and the Greater Chicago Food Depository to distribute over 35,000 meals to the hungry and those in need. Staff have been dedicated to delivering 200 meals per day across the County. Sheriff's Office staff have also made nearly 10,000 wellness calls to seniors and other residents to ensure they are aware of food services and testing centers in their area. The Sheriff's Office recently launched the Sheriff Rebuild program to assist small business owners impacted by recent events in cleaning and repairing their damaged businesses. These efforts are critical to ensuring stability for the vulnerable residents and communities who have been impacted the most by the pandemic, economic downturn, and community unrest.

In addition to these innovative community support programs, CCSPD's approach to law enforcement activities themselves are also community-based. In the 15<sup>th</sup> District in Chicago, where CCSPD has run its Chicago Initiative Program since June 2018, officers regularly walk the streets and spend time talking with residents and business owners, providing not only additional police presence to deter crime, but also building positive interactions with members of the community. This collaborative community-based approach has proven effective: as of July 5<sup>th</sup>, shootings are down more than 33 percent since before the Initiative began and homicides are down 30 percent.

CCSPD also continues to provide support to underserved communities, including in Ford Heights, where CCSPD is the primary law enforcement agency at minimal cost to taxpayers in the community. In addition to policing responsibilities, CCSPD has worked to put up additional lighting in high crime areas and street signs, coordinated with Mobile Care Foundation to bring out their health vans to the school for dentistry and asthma checks, and developed and maintained a professionally groomed baseball field so that children can enjoy the sport of baseball. CCSPD also provides additional police support to numerous communities in the South Suburbs struggling to address high crime, poverty and unemployment with police departments that are under resourced, including Harvey, Robbins, Dolton, Calumet City and Riverdale. Additionally, the Sheriff's Office RENEW program, a job-training initiative that starts while participants are still in jail and continues post-release, has been active throughout Cook County, training over 200 participants and safely demolishing or deconstructing more than 300 abandoned and decrepit structures since the program's inception in 2014.

Furthermore, in all areas where CCSPD operates, the department prioritizes treatment over arrest for those with substance abuse disorders. Last year, the Office created the Treatment Response Team (TRT), a dedicated staff of clinicians, police officers, and social workers who follow up on every overdose Sheriff's Police respond to and also do extensive field outreach. The team's mission is not to arrest, but to offer assistance and support as participants try to navigate the many hurdles toward sobriety. TRT has served more than 230 clients to date and has also distributed 280 naloxone kits to the community. CCSPD officers have likewise moved away from treating overdose victims with a trip to the jail. Instead, they administer naloxone to save them, and refer them to the Treatment Response Team.

The holistic approach used by CCSPD is precisely the type of innovative approach to policing that current times call for, and it serves as a model for law enforcement agencies countywide, statewide, and nationally.

## *Department of Corrections*

In the Department of Corrections (CCDOC), the Sheriff's Office is meeting its goal of providing innovative and effective programming to set detainees up for success upon re-entry into the community and interrupt the cycle

# FY2020 Mid-Year Budget Review

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of violence and incarceration. Even as the COVID-19 pandemic required altering in-person program schedules, CCDOC staff pivoted to using technology and onsite staff to continue these critical programs. These programs include:

- The Cook County Sheriff's Strength and Wellness Center has been operating since 2016 as a resource for those discharged from CCDOC and individuals on Electronic Monitoring (EM) and has assisted thousands of individuals returning to their communities. The Center provides a continuum of care model of support for individuals who were receiving services while incarcerated in CCDOC. The Sheriff's Office proactively engages individuals on EM and offers counseling and case management support.
- The Mental Health Transition Center (MHTC) works to break the cycle of arrests caused by mental health issues through intensive group counseling of detainees and aftercare services once they leave custody. In 2019, MHTC served over 600 participants.
- The Sheriff's Anti-Violence Effort (SAVE) specifically targets young men from Cook County communities with high rates of violence, teaching them skills and strategies to avoid re-incarceration or becoming a victim of violence. More than 1,000 young men have gone through the SAVE program.
- CCDOC staff developed and implemented the Sheriff's Men's Addiction Recovery Treatment (SMART) and Therapeutic Healing Recovery Initiative for Vitality and Empowerment (THRIVE) programs, ninety-day in custody court-ordered drug treatment programs that use evidence-based therapy modalities to treat the underlying causes of addiction. More than 900 women have participated in THRIVE, and SMART is a new in-house program. These programs get to the root causes of substance abuse and teach detainees how to manage their addiction and develop skills to prevent relapse upon release into the community.
- Recipe for Change is a unique culinary program started in 2017 designed to teach detainees how to become chefs while also preparing them for successful re-entry by teaching life skills and instilling discipline and a sense of self-efficacy. 235 detainees have been through this innovative program.
- The Sheriff's Higher Education Collaborative is a collaborative effort between the Sheriff's Office and colleges and universities in Cook County aimed at improving outcomes for those in the CCDOC through meaningful post-secondary education. Further, the collaborative seeks to engage those in the higher education community in an effort to make sure that the education provided is done in a thoughtful, cohesive manner that allows those enrolled to seamlessly re-engage with the university system upon release.
- Chess instruction at CCDOC is not only geared to impart an understanding of the game. It also serves as a tool to motivate detainees to think critically, develop logic processes, and work through conflicts. Underpinning lessons are themes of patience, determination, and discipline. The Sheriff's Office communicates with outside chess entities, both nationally and internationally, to plan and execute online chess tournaments and solicit new partnerships. Family engagement events are held monthly in which the children of participants are invited to an off-site location to play chess virtually with their fathers. The Sheriff's Office offers transportation assistance for families to and from the events.
- The Urban Farm and Garden engages detainees in a 12-week horticulture curriculum and job readiness training. The practice of horticulture is linked to numerous psychological and physical benefits such as increased patience, peer collaboration, strong work ethic, and aerobic exercise. Detainees learn employable skills such as business operations, production, packaging, delivery, bookkeeping and marketing.

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- Restorative and Enrichment Programs are facilitated by CCDOC staff, partnering community agencies, and independent volunteers. Detainees may volunteer to participate in these elective curricula and courses which comprise themes including creative expression, job readiness, and personal transformation. Offerings include Alcoholics and Narcotics Anonymous, a variety of parenting support groups, writing workshops, LGBTQ+ groups, book clubs, religious programming, life skills classes, meditation, yoga, and mindfulness groups.

## *Electronic Monitoring*

FY2020 has brought many challenges to the Sheriff’s Electronic Monitoring (EM) program. The Sheriff’s Office worked diligently with the other criminal justice stakeholders to reduce the jail population by almost 25% with the advent of the COVID-19 pandemic, which has allowed CCDOC to implement aggressive mitigation initiatives (i.e., single-celling, social distancing) to contain the virus in the jail. Unfortunately, the number of criminal defendants that the Sheriff’s Office is obligated to monitor steadily increased to over 3,300 because most of those defendants released from CCDOC were placed on EM. The number of EM participants grew so quickly that the program ran out of equipment at one point. In an effort to reduce the EM population and allow the Sheriff’s Office to implement a thoughtful, effective and efficient community-based program, the Office has continued reaching out to stakeholders to review the length of stay on EM and screen the appropriateness of placement.

Troublingly, as of July 7<sup>th</sup>, the total population under the custody of the Sheriff (in the jail and on EM) is only two detainees fewer than it was prior to the COVID-19 pandemic.

## II. Year-End Revenue Projections Through May *(for revenue generating departments)*

Revenue	FY2020 YTD Budget Through May	FY2020 YTD Actuals Through May	\$ Variance	% Variance
Revenue Source #1	\$6,797,999	\$4,663,414	(\$2,134,585)	(31.4%)

The Sheriff’s Office’s revenue shortfall was primarily driven by COVID-19 disrupting collection. Unfortunately, the collection of these fees is doubtful, and we will be unable to make up for the lost revenue. We expect Sheriff’s revenue collection will steadily increase as the State’s reopening phases progress.

## III. FY2020 Year-End Expenditure Projections Through May

Operating Expenses	FY2020 YTD Budget Through May	FY2020 YTD Actuals Through May	\$ Variance	% Variance
Personnel	\$270,008,087	\$274,486,470	(\$4,478,383)	-1.66%
Contractual Services	\$7,086,502	\$5,820,822	\$1,265,680	17.86%
Supplies and Materials	\$1,525,025	\$1,625,005	(\$99,980)	-6.56%

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<b>Operations and Maintenance</b>	\$6,729,362	\$5,199,046	\$1,530,316	22.74%
<b>Capital Expenditures</b>				
<b>Rental and Leasing</b>	\$443,043	\$440,758	\$2,285	0.52%
<b>Contingencies and Special Purposes</b>	(\$854,898)	(\$683,464)	(\$171,434)	20.05%
<b>Total</b>	<b>\$284,937,121</b>	<b>\$286,888,637</b>	<b>(\$1,951,516)</b>	<b>-0.68%</b>

## **Personnel - \$4,478,383 Negative Variance**

The Sheriff's Office's negative variance in personnel is primarily driven by the increase in overtime expenditure at the Department of Corrections due to COVID-19. Despite redeploying staff from other areas of the Office, overtime increased in the jail due to having to open long closed buildings to accommodate social distancing, and due to a higher than usual rate of absenteeism. The Sheriff's Office's negative variance can be offset by reimbursement from Federal Emergency Funds.

## **Contractual Services - \$1,265,680 Positive Variance**

The Sheriff's Office's positive variance is primarily driven by the food services account related to the population at the DOC. The Sheriff's Office currently has seen an increase in food service expenditures due to COVID-19. The additional cost is for the vendor to prepare the meals onsite (eliminating the need for detainee workers from different housing units to come into contact) and additional Styrofoam trays for infection control. The Sheriff's Office has recently received \$418K in reimbursements for these additional food service costs. We are expecting these additional food service costs will continue to be reimbursed. Lodging at outside counties, legal services, professional services, and postage are the other contractual services accounts with larger surpluses. Each of these accounts typically has an increase in expenditures during the second half of the fiscal year. The Sheriff's Office will continue to need the positive variances for upfront funding of COVID-19 related food services. The Sheriff's Office remains cognizant of the financial stress COVID-19 has had on the County and taxpayers and has limited spending to an absolute minimum.

## **Supplies and Materials - \$99,980 Negative Variance**

The Sheriff's Office's negative variance is primarily driven by the need to purchase PPE and cleaning supplies out of the institutional supplies account. The Sheriff's Office has submitted reimbursement requests for COVID-19 related items. The County has recently reimbursed the Sheriff's Office \$670K for supplies and materials related to COVID-19. The Sheriff's Office will continue purchasing these items going forward as needed throughout the fiscal year for the safety of the staff, detainees, taxpayers, and visitors to the various County owned facilities.

## **Operations and Maintenance - \$1,530,316 Positive Variance**

The annual invoices for our IT operation and maintenance account are typically received in the second half of the fiscal year. This payment will negate the current surplus by fiscal year end.

## **Contingencies and Special Purposes - \$171,434 Negative Variance**

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Sheriff's Office reimbursements are typically billed quarterly. The invoices for the 2nd quarter are not billed until June. The Sheriff's Office expects a shortfall in this account, which will be offset by a surplus in the County's Department of Revenue account. This is due to the budget relationship associated with providing security to the Tobacco Enforcement Unit.

## IV. FY2020 Holdback Target

<b>Holdback Target</b>	<b>\$38,884,424</b>
<b>Amount of Holdback Achieved</b>	<b>\$25,413,144</b>

The Sheriff's Office provided \$25.4M for the FY2020 holdback. This did not meet the requested holdback which would have drastic consequences on our personnel accounts. As you are aware, the Sheriff's Office, like the Cook County Health and Hospital System, is a 24/7 operation and was and continues to be significantly more impacted by COVID-19 than other County offices. The Sheriff's Office is still waiting on clarification regarding Federal reimbursement of hazard pay, overtime and payroll costs to put us in a better position to review our FY 2020 budget. We also provided other cost saving suggestions such as the remaining three branch courts being absorbed into the existing district courts, revisiting video court hearings, and deferring the FY2020 2% COLA for all County employees.

## V. FY2020 Contracts

A separate spreadsheet detailing contract updates is attached.

## VI. Capital Equipment Updates

A separate spreadsheet detailing capital equipment project updates is attached.

## VII. COVID-19 Operational Impacts

The Cook County Sheriff's Office serves the public by providing community protection, peace of mind and social justice for all residents of Cook County through managing the Cook County Jail, providing security to county and court facilities, and policing throughout the county. Given this vital public safety mission, the Sheriff's Office has been unable to shut down operations during the COVID-19 crisis. The Office acted swiftly and aggressively to mitigate the spread of the virus in the jail and to protect detainees and staff. These efforts include:

- isolating and quarantining positive and symptomatic detainees
- aggressive testing of both detainees and staff, including:
  - advocating for the first rapid test as soon as it became available
  - onsite testing for staff
  - asymptomatic and surveillance testing in the jail
  - testing every single detainee upon intake (resulting in testing almost 6,000 detainees to date)
- single-celling detainees

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- implementing social distancing rules in all areas of the jail
- limiting movement for staff and detainees
- canceling in-person visits and setting up video visitation
- providing appropriate PPE for detainees and staff and mandating its use
- daily staff screenings prior to entering the jail compound.

Thankfully, these aggressive measures worked, and the virus is now in the containment phase in the jail, which has allowed the Office to reinstitute some socially distanced in-person visitation. There are only 12 COVID-19 positive detainees in custody as of July 10, 2020. As testing increased, it became clear that the most recent infections came from outside the jail, i.e., 87% of detainees who are COVID-19 positive were positive at intake on July 10<sup>th</sup>.

Operations were impacted in all areas of the Office. Due to single celling and opening more areas of the jail to protect detainees, more staff was needed quickly. When most courthouses closed, the Office swiftly redeployed more than 250 deputies to the jail to assist. When in-person training was suspended, sworn Training Academy staff were also redeployed to the jail. Police Officers had to quickly learn how to protect themselves and the public when responding to calls.

At the same time, the Office worked to move several hundred civilian employees who did not need to be onsite to working remotely. This shift required a large technology push, including implementing telepresence tools to facilitate remote collaboration and support rapid application development and delivery, deployment and management of hardware enterprise-wide to support the remote workforce, and new security tools to ensure and manage information and systems integrity both internally and across the remote workforce in light of increased exposure due to significantly expanded remote needs and escalating external security threats.

The Office also moved quickly to support detainees using technology, setting up secure workstations in the jail and an online scheduling system to enable remote visitation. Sheriff's Office IT staff also worked around the clock to set up technology for virtual court appearances, including collaborating with other stakeholders.

The Sheriff's Office has incurred significant increases in operating costs due to the COVID-19 pandemic, including additional costs from the CCDOC food vendor for preparing food onsite and food containers, the unprecedented increase in the EM population, and cleaning supplies and PPE. The Office expects this increase in operating costs to rise to more than \$6M by the end of FY2020. These costs should be reimbursable from federal funds, and the Office has recently received approximately \$1M in reimbursement. Additionally, CCDOC has spent more than \$7M in overtime, and is expected to spend an additional \$6M by the end of the fiscal year.

As the County begins re-opening, the Sheriff's Office is working diligently to safely adapt operations to "the new normal." The Office will continue using the technology efficiencies outlined above and is moving to safely deploy deputies back to Courts and Training without impacting jail operations. Additionally, the Office is preparing for the "eviction cliff" by shoring up efforts to connect vulnerable families to social services, an activity that we have done for 12 years. The Office's goal is to do as much as possible to mitigate the health and economic impacts of the pandemic on Black and Brown communities that already bear the challenges of generations of disinvestment.

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## VIII. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	<b>\$544,669,808</b>
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In order for the Sheriff's Office to meet our FY2021 budget target, we will need to reduce our preliminary budget request by \$90M. Because the Sheriff's Office is an essential department, these cuts will have drastic and potentially dangerous impacts on the safety of the citizens of Cook County. Currently, we are ceasing all hiring for open positions for this year and next, and hiring only to partially offset attrition, reducing operating accounts, freezing step increases for all employees, and reassigning employees in order to reduce overtime. We ask for the assistance and cooperation of all stakeholders as we explore our staffing requirements in areas where efficiencies could be realized, including but not limited to:

- closing the Bridgeview Courthouse
- closing the Rolling Meadows Courthouse
- closing Police Branch Courts
- reducing needed transportation of detainees by continuing to use video court hearings, thus reducing the need for staff in the Transportation Unit
- reducing the Merit Board budget due to the hiring slowdown
- consolidating aspects of Payroll into the Comptroller's Office to realize efficiencies through economies of scale
- consolidating certain functions of Human Resources with the County to realize efficiencies through economies of scale
- establishing a court case management system to expedite the final disposition of criminal cases, thereby reducing length of stay for defendants in the jail and on EM. This will enable the Sheriff's Office to realize cost savings both in personnel and operating costs.
- advancing and enacting state legislation to limit the time a criminal case can be pending, thus reducing length of stay for defendants in the jail and on EM. This will enable the Sheriff's Office to realize cost savings both in personnel and operating costs.
- shifting to internal Training instructors to reduce contract costs
- increasing in-house application development projects to reduce vendor costs.

Vendor Name	Contract Purpose	Annual Amount *	Contract Amount	Contract Start Date	Contract End Date	Will The Contract be: Renewed, Extended or Re-bid	If Re-bid, the Status of the Procurement
McKesson Medical	Narcan Kits for Sheriff's Office - These kits are used by officer to administer aid in an emergency Opioid Overdose situation.	\$210,000	\$210,000	9/12/2019	6/30/2020	Renewed	Under Review
Ray O'Herron Company	Badges, Heatshields & Lucite Services	\$62,011	\$186,034	1/2/2019	1/1/2022	Renewed	N/A
Interprk, LLC	Prepaid Parking Stickers - These are for Sheriff Employees to use while meeting downtown or court. These are cheaper than renting monthly spots at a Parking Garage.	\$9,600	\$28,800	12/19/2018	12/18/2021	Renewed	N/A
Alia Drug Testing LLC	On-Site CDL Drug Testing Services - These test are required by HR for Accidents, Return to work or Suspicion for the CDL Employees.	\$26,758	\$80,274	12/18/2017	12/17/2020	Renewed	Under Review
Phamatech	Employee Drug Testing Services - These test are required by HR for pre-employment, return to work or suspicion	\$16,350	\$49,050	11/13/2017	11/12/2020	Renewed	Under Review
Hinshaw & Culbertson	Employment and Labor Negotiations replaced with Countywide Contract - This is a sole source contract between the Legal Department and Hinshaw for Employment & Labor Negotiations. When this contract expires on November 30th, 2020, we will not be renewing. Now that the Countywide Contract is executed we will be using this for our legal services.	\$90,000	\$90,000	11/15/2019	11/14/2020	Not Renewing	N/A
O'Connor Law Offices	Instructor of Legal Matters for the Sheriff's Training Institute	\$95,100	\$285,300	12/1/2016	11/30/2020	Renewed	Under Review
CJA SR	Instructor of Mental Health for the Sheriff's Training Institute	\$744,000	\$2,232,000	12/1/2016	11/30/2020	Renewed	Under Review
Robert Hovey	Instructor of Legal Matters for the Sheriff's Training Institute	\$128,700	\$128,700	12/1/2016	11/30/2020	Renewed	Under Review
Healthy Soul Talk, LLC	Instructor of Mental Health for the Sheriff's Training Institute	\$32,140	\$38,720	5/7/2019	5/6/2021	New Contract/RFQ	Under Review
Best Technology	Maintenance & Decontamination services of the Sheriff's Training Range in Maywood	\$286,000	\$286,000	6/3/2020	6/2/2021	Re-Bid	N/A
Ray O'Herron Company	Ammunition for Sheriff's Training	\$529,204	\$1,587,612	9/20/2017	9/19/2020	Renewed	Under Review
Auto Experts of Oak Park	Vehicle Repair Services - These contracts are now only used when CCSO cannot make the repair in-house.	\$429,423	\$1,288,270	12/1/2017	11/30/2020	Renewed	Under Review
Gordon's on Western	Vehicle Repair Services - These contracts are now only used when CCSO cannot make the repair in-house.	\$522,843	\$1,568,530	12/1/2017	11/30/2020	Renewed	Under Review
Gordon's Garage	Vehicle Repair Services - These contracts are now only used when CCSO cannot make the repair in-house.	\$549,180	\$1,647,539	12/1/2017	11/30/2020	Renewed	Under Review
Beverly Hills Garage	Vehicle Repair Services - These contracts are now only used when CCSO cannot make the repair in-house.	\$703,685	\$2,111,055	12/1/2017	11/30/2020	Renewed	Under Review

Vendor Name	Contract Purpose	Annual Amount *	Contract Amount	Contract Start Date	Contract End Date	Will The Contract be: Renewed, Extended or Re-bid	If Re-bid, the Status of the Procurement
URT E&R Towing	Vehicle Repair Services - These contracts are now only used when CCSO cannot make the repair in-house.	\$1,230,859	\$3,692,576	12/1/2017	11/30/2020	Renewed	Under Review
Kerry's Auto Body	Auto Body Repair - Vehicle Services would not meet OSHA requirements for these types of repairs.	\$176,917	\$530,750	2/1/2020	1/31/2023	Renewed	N/A
Mac Auto Body, Inc.	Auto Body Repair - Vehicle Services would not meet OSHA requirements for these types of repairs.	\$198,333	\$595,000	2/1/2020	1/31/2023	Renewed	N/A
Maaco Collision Center	Auto Body Repair - Vehicle Services would not meet OSHA requirements for these types of repairs.	\$216,625	\$649,875	2/1/2020	1/31/2023	Renewed	N/A
Acorn Garage Inc.	Bus/Truck Repair - Vehicle Services would not meet OSHA requirements for these types of repairs.	\$459,338	\$1,837,353	12/19/2016	12/18/2020	Re-Bid	Under Review
URT E&R Towing	Bus/Truck Repair - Vehicle Services would not meet OSHA requirements for these types of repairs.	\$223,869	\$895,474	12/1/2016	11/30/2020	Re-Bid	Under Review
Municipal Towing & Recovery	Tow Services - Contract provides for after-hour tow services.	\$54,933	\$164,800	4/1/2018	3/31/2021	Renewed	N/A
URT E&R Towing	Tow Services - Contract provides for after-hour tow services.	\$54,833	\$164,500	4/1/2018	3/31/2021	Renewed	N/A
Sutton Ford, Inc.	Ford Expedition XL Max - These are for bomb trucks.	\$246,279	\$492,559	5/1/2019	4/30/2021	Renewed	N/A
Federal Signal Corporation	Aftermarket Equipment - Ford Expedition XL Max - This contract is for equipment added to the bomb trucks.	\$60,073	\$120,147	5/13/2019	5/12/2021	N/A	N/A
Sutton Ford, Inc.	Ford Hybrid SUV Vehicles - This contract will purchase hybrid SUV patrol vehicles.	\$6,273,125	\$12,546,250	4/1/2020	3/31/2022	N/A	N/A
Federal Signal Corporation	Aftermarket Vehicle Equipment - Ford Hybrid SUV Vehicles - This contract is for equipment added to the patrol vehicles.	\$408,020	\$1,224,061	8/15/2020	8/14/2023	N/A	N/A
WEX Bank	Fleet Fuel Card Services - This contract provides fleet fuel card services for the entire County fleet.	\$712,500	\$14,250,000	1/1/2017	12/31/2020	Renewed	Under Review
Idemia	Maintenance and Support for the Computer Aided Booking System	\$914,650	\$4,573,250	7/1/2016	6/30/2021	Renewed	N/A
UXC	Maintenance, Support & Enhancements to the Cook County Offender Management System /Jail Management Information System	\$1,294,440	\$3,883,320	5/8/2020	5/7/2023	Renewed	N/A
Lexipol	Policy Manual Development for Sheriff's Office Policies	\$846,948	\$846,948	12/23/2019	12/22/2020	Renewed	Under Review
Legal Files	Software/Support for Litigation and Legal related case management	\$22,692	\$113,459	3/16/2018	3/15/2023	Renewed	N/A
CDW Government LLC	Ruggedized Modems	\$536,415	\$1,609,244	10/18/2017	10/17/2020	Renewed	Under Review
Clarity Partners	Records Management System	\$1,688,400	\$1,688,400	11/1/2019	10/31/2020	Renewed	N/A
Axon	Body Cameras, Evidence Storage, & Tasers	\$3,288,030	\$16,440,150	9/12/2019	9/11/2024	Renewed	N/A

Vendor Name	Contract Purpose	Annual Amount *	Contract Amount	Contract Start Date	Contract End Date	Will The Contract be: Renewed, Extended or Re-bid	If Re-bid, the Status of the Procurement
Compass Group USA dba Canteen	Food Services - This contract provides lunches to detainees in courthouses awaiting hearings.	\$174,607	\$523,820	12/22/2017	12/21/2020	N/A	N/A
Yates Hair Science dba Yates Enterprises	Magnetometers and X-Ray Machines	\$188,810	\$566,430	11/1/2018	10/31/2021	Renewed	N/A
Chicago United Industries LTD	Certified Mail Envelopes - Provides certified mail envelopes to Civil Process.	\$41,100	\$123,300	5/13/2019	5/12/2022	Renewed	N/A
Pitney Bowes Global Financial Service LLC	Postage Meter Lease and Maintenance - Provided postage services for Court Services.	\$8,265	\$16,529	8/1/2019	7/31/2021	Renewed	N/A
The REMI Group LLC	Maintenance Security Equipment	\$495,950	\$1,487,850	1/1/2017	12/31/2020	Renewed	N/A
Motorola Solutions Inc.	Maintenance of Radio Equipment	\$2,407,994	\$12,039,969	11/14/2015	11/13/2020	Re-Bid	Preparing to Submit
Motorola Solutions Inc.	Channel Addition for Countywide System	\$629,167	\$2,516,669	2/15/2019	2/14/2023	N/A	N/A
Motorola Solutions Inc.	Radios, Parts & Equipment	\$14,990,862	\$74,954,309	7/1/2020	6/30/2025	N/A	N/A
Motorola Solutions Inc.	System Expansion and Maintenance	\$2,740,431	\$13,702,154	7/1/2020	6/30/2025	N/A	N/A
Allied Services Group	Body Removal Services	\$30,000	\$90,000	9/1/2017	8/31/2020	Renewed	Under Review
Partners and Paws Veterinarian Services LLC	Veterinary Services - Provides health services to our K-9 unit	\$177,040	\$531,120	11/1/2019	10/31/2022	N/A	N/A
Legend + White Animal Health Corp	Canine Food	\$14,123	\$42,369	8/23/2019	8/22/2022	N/A	N/A
Galls LLC	Point Blank Ballistic Vests	\$123,800	\$371,399	11/1/2019	10/31/2022	N/A	N/A
Lakeshore Recycling	Portable toilets for the detainees at the DOC.	\$54,200	\$54,200	9/1/2016	8/31/2020	Renewed	N/A
Atlas &Associations, Inc	Evidence bags used to secure contraband.	\$34,625	\$103,875	11/6/2019	11/5/2022	Renewed	N/A
AMC mechanical	Maintenance for ice machines used for the detainees.	\$13,144	\$65,722	7/13/2016	7/15/2021	Re-bid	Preparing to Submit
Economy Compounds Inc	Laundry chemicals to clean inmate uniforms.	\$87,412	\$262,237	11/24/2018	11/25/2021	Renewed	N/A
Progressive Industries	Canvas shoes for the detainees.	\$330,415	\$660,830	11/26/2018	11/25/2020	Renewed	Under review
Resilience(Rape Victims Advocates)	Sexual assault center services providing counseling for detainees/victims of sexual assault.	\$9,877	\$49,383	1/25/2016	1/24/2021	Re-bid	Under review
Washburn Machinery	Maintenance washers and dryers at the DOC.	\$29,300	\$117,200	8/22/2016	8/21/2020	Re-bid	Under review
Tabb Textiles	Linens, washcloths, and blankets for detainees.	\$148,385	\$445,154	1/1/2017	12/31/2020	Re-Bid	Under review
Bob Barker Company, Inc.	Inmate uniforms	\$238,632	\$715,897	6/26/2017	6/25/2020	Renewed	N/A
Bob Barker Company, Inc.	Mattresses and covers -contract allows ripped mattresses to have the cover replaced.	\$450,940	\$1,352,821	10/3/2019	10/2/2022	Renewed	N/A
Chicago United Industries	Smith and Wesson handcuffs and leg irons at the DOC.	\$28,603	\$57,206	9/17/2018	9/16/2020	Renewed	N/A
Schaaf Equipment	Maintenance of lawn and snow equipment of the entire DOC compound.	\$41,250	\$123,750	6/1/2020	5/31/2023	Renewed	N/A
CBM	Food services for the entire jail compound.	\$10,750,838	\$96,757,543	7/24/2012	7/23/2021	Re-Bid	Under review
Keefe Commissary Network, LLC	Commissary and banking service for detainees.	\$0	\$0	8/1/2013	8/31/2020	Re-Bid	Under review
Industrial/Organizational Solutions, Inc.	Entry-Level and promotional testing services for department recruits and sworn staff promotions.	\$163,143	\$489,430	7/1/2020	6/30/2023	N/A	N/A
A Safe Haven	Temporary Alternative Housing - This is for EM participants with no place to stay.	\$2,141,533	\$12,849,200	6/1/2014	8/31/2020	Extended	N/A
Henry's Sober Living	Temporary Alternative Housing - This is for EM participants with no place to stay.	\$683,493	\$4,100,955	6/1/2014	8/31/2020	Extended	N/A







<b>Capital Equipment Project</b>	<b>Amount</b>	<b>Project Status (Not Started/Started/ Delayed/Completed)</b>	<b>If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project</b>
Ford Police Interceptor Utility Hybrid Acquisition (Operating Budget Funded) - Funding used to purchase hybrid patrol vehicles.	\$2,701,127	Started	The Sheriff's Office has a contract for hybrid pursuit SUVs and has placed an order with the vendor. We expect the vehicles to be delivered by late September/early October.
Ford Police Interceptor Utility Hybrid Acquisition (Special Purpose Funded) - Funding used to purchase hybrid patrol vehicles.	\$500,000	Started	The Sheriff's Office has a contract for hybrid pursuit SUVs and has placed an order with the vendor. We expect the vehicles to be delivered by late September/early October.
Ford Police Interceptor Utility Hybrid Acquisition (Debt Funded) - Funding used to purchase hybrid patrol vehicles.	\$500,000	Started	The Sheriff's Office has a contract for hybrid pursuit SUVs and has placed an order with the vendor. We expect the vehicles to be delivered by late September/early October.
IT Equipment for Sheriff Vehicles (Operation Budget Funded) - IT equipment added to vehicles after purchase.	\$371,388	Started	The Sheriff's Office has a contract for the IT equipment for Sheriff's Office vehicles. We expect the equipment to be delivered by late September/early October.
Flexpod - Infrastructure Hardware - This project will reduce the CCSO server footprint and reduce overall storage costs.	\$750,000	Completed	The hardware has been purchased and delivered.
Video System Compatibility Conversion/Upgrade (Debt Funded) - This will provide one, uniform video surveillance system throughout the CCSO.	\$120,000	Not Started	We are currently creating specification for this equipment. We expect to receive this equipment by fiscal yearend.
Toughbook Refresh - Third Cycle Purchase (Debt Funded) - Purchase of new toughbooks for current hardware going out of support in FY 2020	\$286,440	Completed	The hardware has been purchased and delivered.
CCSO Camera Server Refresh (Debt Funded) - This system server refresh will entail upgrading all servers and storage devices utilizing hyper-converged servers and storage.	\$320,000	Not Started	We are currently creating specification for this equipment. We expect to receive this equipment by fiscal yearend.
County Fleet Management Software (Debt Funded) - Funding will be used to purchase a new fleet management system.	\$398,000	Not Started	This project is currently in contract negotiations. We expect this project to be completed by fiscal yearend.
Tasers/Body Cameras (Operational Budget Funded) - This funding pays for the 1st year of a 5 year contract for body cameras, evidence storage, and tasers.	\$2,994,572	Started	The Sheriff's Office is in possession of the tasers and body cameras. This is year 1 of a 5 year payment plan.
Court Services - Radio Replacement (Grant Funded) - The project would replace Motorola XTS5000 radios used by the Court Services Department.	\$2,091,273	Started	The contract has been awarded and ordering should begin shortly. We expect to expend all funding by fiscal yearend.

<b>Capital Equipment Project</b>	<b>Amount</b>	<b>Project Status (Not Started/Started/ Delayed/Completed)</b>	<b>If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project</b>
Entry Screening Equipment Refresh (Grant Funded) - Funding used to replace facility entry screening equipment.	\$223,207	Not Started	We are currently creating specification for this equipment. We expect to receive this equipment by fiscal yearend.
CCSO Radio System Channel Expansion (Grant Funded) - Project will install additional radio channels to the countywide system.	\$1,000,000	Started	The contract has been awarded and ordering should begin shortly. We expect to expend all funding by fiscal yearend.
6 EOD 10 Bomb Suits (Grant Funded) - This will replace old bomb suits which are at the end of their life expectancy.	\$200,634	Started	The bomb suits have been ordered and should be delivered by the end of July.
10 2nd Line EOD Tool Kits (Grant Funded) - This funding was transferred to the Bomb Suit Project.	\$41,382	Not Started	The funding for this project was transferred to the Bomb Suit Project
6 FPX Nano X-Ray Systems (Grant Funded) - This will purchase FPX nono x-ray systems with integrated display tablets, backpack, and panel bag.	\$217,200	Started	The x-ray systems have been ordered and should be delivered by the end of July
Taylor Dunn Carts (Debt Funded) - These carts tow food carts from the kitchen, pick up and drop off laundry, and deliver court documents for discharge and processing.	\$48,000	Not Started	A bid has been awarded for this contract. We expect to have the carts by late September.
Radio Equipment (Debt Funded) - The radio equipment purchase of Motorola APX6000 radios will be used internally within the CCDOC.	\$600,000	Not Started	We are currently creating specification for this equipment. We expect to receive this equipment by fiscal yearend.
Kitchen Equipment (Debt Funded) - This funding will pay for equipment to wash the trays in the kitchen.	\$115,000	Not Started	We are currently creating specification for this equipment. We expect to receive this equipment by fiscal yearend.
Phase II Expressway Camera Project (Grant Funded) - This project involves the installation of a series of cameras on the I-90/94, I-57 and I-55 Expressways within Cook County.	\$2,500,000	Started	The contract has been awarded and ordering should begin shortly. We expect to expend all funding by fiscal yearend.



**Cook County Sheriff's Office**

Inmate Programs

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## 2 RESTORATIVE & ENRICHMENT PROGRAMMING

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Restorative and Enrichment Programs are facilitated by Cook County Sheriff's Office staff, partnering community agencies, and independent volunteers. Offerings vary by division. Detainees may volunteer to participate in these elective curriculums and courses which comprise themes including creative expression, job readiness, and personal transformation.

Below is a list of current restorative and enrichment program offerings per division.

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### DIVISION 6

#### **ALCOHOLICS ANONYMOUS 12 STEP**

*AA Corrections Committee  
Above & Beyond Recovery  
Independent Volunteers*

#### **A.A. 12 STEP FOR SPANISH-SPEAKERS**

*Independent Volunteers*

#### **ART**

*Radioactive - 96 Acres Project*

#### **CREATIVE WRITING**

*CCSO Staff*

#### **DESIGNING YOUR LIFE CURRICULUM**

*Independent Volunteers*

#### **EMAGES TREATMENT GROUP**

#### **FATHERHOOD IN ACTION**

*Salvation Army Family & Community Services*

#### **HEALTH EDUCATION**

*University of Illinois-Chicago College of Nursing  
Rush University School of Medicine*

#### **LARRY'S BARBER COLLEGE**

*Independent Volunteer*

#### **LGBTQ GROUP**

*Chicago House*

#### **MALE LEADERSHIP**

*Independent Volunteer*

#### **MEDITATION & MINDFULNESS**

*CCSO Staff*

#### **NARCOTICS ANONYMOUS 12 STEP**

*Independent Volunteers*

#### **PARENTING SUPPORT**

*Independent Volunteer*

#### **AUNT MARY'S STORYBOOK**

*Companions Journeying Together*

#### **STORYTELLING LAB**

*Independent Volunteers*

#### **VALUES ALIGNED GOAL SETTING**

*Independent Volunteers*

#### **WORKFORCE DEVELOPMENT**

*Joseph Center*

#### **WRITING WORKSHOP**

*University of Chicago*

#### **YOGA**

*Prison Yoga Chicago*

# **DIVISION 8 RTU (RESIDENTIAL TREATMENT UNIT) AND DIVISION 5 RTU ANNEX**

## **ALCOHOLICS ANONYMOUS 12 STEP**

AA Corrections Committee  
Independent Volunteers

## **ART**

Radioactive - 96 Acres Project  
Independent Volunteers

## **BOOK CLUB**

Independent Volunteers

## **CLAIM - CABRINI GREEN LEGAL AID**

## **DANCE**

Independent Volunteer

## **DRAMA AND IMPROV**

Piven Theatre Group  
Still Point Theater Collective  
Northwestern Acting Class  
Just Art Theater

## **FAMILIES' AND CHILDREN'S AIDS NETWORK (FCAN) DISCUSSION GROUP**

## **"FOOTPRINTS" WOMEN'S GROUP**

Christian Community Health Center

## **HEALTH EDUCATION**

University of Illinois Chicago College of Nursing  
Rush University School of Medicine

## **I AM ABLE CENTER FOR FAMILY DEVELOPMENT DISCUSSION GROUP**

## **KOLBE HOUSE RE-ENTRY GROUP**

## **KNITTING**

Committed Knitters

## **MEDITATION & MINDFULNESS**

Independent Volunteers

## **MUSIC**

Harmony, Hope, & Healing

## **NARCOTICS ANONYMOUS 12 STEP**

Independent Volunteers

## **PARENTING**

CCSO Staff  
Independent Volunteers

## **PRENATAL HEALTH EDUCATION**

Illinois Birth Justice

## **PRIDE LGBTQ FOCUS GROUP**

University of Chicago

## **PROSTITUTES ANONYMOUS**

Independent Volunteer

## **QUILTING**

Inheritance Quilting Project

## **SELF ESTEEM**

Selah Freedom

## **SMART RECOVERY**

Independent Volunteer

## **SPIRITUALITY DISCUSSION GROUPS**

University of Chicago Divinity School

## **AUNT MARY'S STORYBOOK**

Companions Journeying Together

## **SEEKING SAFETY**

CCSO Staff

## **STORYTELLING LAB**

Independent Volunteers

## **TELLING OUR STORIES**

Unitarian Universalist Prison Ministry

## **YOGA**

Prison Yoga Chicago  
Yoga for Recovery  
Independent Volunteers

## DIVISION 9

### **ALCOHOLICS ANONYMOUS 12 STEP**

AA Corrections Committee  
Independent Volunteers

### **ALPHA PARENTING**

Chicagoland Prison Outreach

### **BEYOND MY BARS**

Willow Creek Church

### **BOOK CLUB**

CCSO Staff

### **LGBTQ GROUP**

Chicago House

### **MALACHI DADS**

Awana Lifeline

### **MEDITATION & MINDFULNESS**

CCSO Staff

### **NARCOTICS ANONYMOUS 12 STEP**

Independent Volunteers

### **POWER OF FATHERS**

Independent Volunteers

### **SECOND CHANCE PROGRAM**

CCSO Staff

### **SPIRITUALITY**

Independent Volunteer

### **AUNT MARY'S STORYBOOK**

Companions Journeying Together

### **YOGA**

Health and Wellness Yoga

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## DIVISION 10

### **ALCOHOLICS ANONYMOUS 12 STEP**

AA Corrections Committee  
Independent Volunteers

### **BIBLE STUDY**

Chicagoland Prison Outreach

### **FREE WRITE ARTS & LITERACY CHICAGO**

### **BOOK CLUB**

Kolbe House

### **COLLEGE PRACTICUM**

City Colleges of Chicago

### **WRITING SEMINAR**

ConTextos

### **FATHERHOOD IN ACTION**

Salvation Army Family & Community Services

### **FINANCIAL LITERACY**

Kolbe House

### **MEDITATION & MINDFULNESS**

Independent Volunteers

### **PICKLEBALL**

CCSO Staff

### **AUNT MARY'S STORYBOOK**

Companions Journeying Together

### **WRITING WORKSHOP**

Illinois Humanities

### **YOGA**

Prison Yoga Chicago

## DIVISION 11

### **ALCOHOLICS ANONYMOUS 12 STEP**

AA Corrections Committee  
Independent Volunteers

### **ALPHA PARENTING**

Chicago Prison Outreach

### **BEYOND MY BARS**

Willow Creek Church

### **BOOK CLUB**

Free Write Chicago

### **CREATIVE WRITING**

CCSO Staff

### **DEBATE**

Independent Volunteer

### **EMOTIONAL FITNESS**

Unitarian Universalist Prison Ministry

### **ENTREPRENEURSHIP**

CCSO Staff

### **FATHERHOOD IN ACTION**

Salvation Army Family & Community Services

### **INTRO TO PUBLIC SPEAKING**

Northwestern University

### **MALACHI DADS**

Awana Lifeline

### **MEDIA LITERACY**

CCSO Staff

### **MEDITATION & MINDFULNESS**

CCSO Staff

### **NARCOTICS ANONYMOUS 12 STEP**

Independent Volunteers

### **PEACE CIRCLE**

Unitarian Universalist Prison Ministry

### **SECOND CHANCE PROGRAM**

CCSO Staff

### **AUNT MARY'S STORYBOOK**

Companions Journeying Together

### **THEOLOGICAL COURSE**

McCormick Seminary

### **WORKFORCE DEVELOPMENT**

Joseph Center

### **YOGA**

Health and Wellness Yoga

### **3 SUBSTANCE USE TREATMENT PROGRAMS**

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The following substance use treatment programs offered by the Sheriff's Office are court-ordered.

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#### **SMART – MEN'S RESIDENTIAL TREATMENT**

The CCDOC Men's Residential Treatment Program is a modified therapeutic community treatment program for substance abuse and co-occurring disorders. It is dedicated to helping detainees learn pro-social behaviors designed to reduce substance use and criminal activity. The program seeks to target those struggling with such issues and equip them with the support and tools they need to be successful in the community.

Onsite programming includes cognitive behavioral therapy (CBT), individual and group counseling, psycho-educational groups (focused on topics such as fatherhood, men's aggression and domestic violence), and re-entry planning, among other services.

Detainees who complete the 90-day program and remain in custody at CCDOC continue to receive Step-Down services, recovery-based programming with a focus on bio-psychosocial components. Step-Down services are provided by CCSO program staff and outside volunteer organizations.

#### **THRIVE – WOMEN'S RESIDENTIAL TREATMENT**

The Therapeutic Healing Recovery Initiative for Vitality and Empowerment program (T.H.R.I.V.E.) was created to support women who suffer from addiction while they are in CCDOC custody. The services provided are gender and culturally responsive for women with critical mental health, substance abuse and community re-entry needs. THRIVE programming uses evidence-based treatment aimed at establishing thought patterns and habits that prevent future substance use as well as addressing the psychological, trauma, addiction, social and cultural needs that are specific to women and impact their pathway to the criminal justice system. Participation in the program is court-ordered and consists of a 90-day curriculum designed to address the biopsychosocial factors related to addiction and incarceration.

Onsite programming includes cognitive behavioral therapy (CBT), individual and group counseling, psycho-educational groups (focused on: parenting, anger management, domestic violence, trauma, emotional regulation, mental illness and substance abuse), and re-entry planning, among other services. Detainees also participate in restorative programming geared towards the development of pro-social behaviors as well as individual wellness, such as yoga, theater, book club, health education, AA/NA and art therapy.

Detainees with a psychological diagnosis who receive mental health treatment from Cermak Health Services and are cleared for participation in THRIVE receive programming from both partners.

## **SOAR – ELECTRONIC MONITORING AND CASE MANAGEMENT FOR OPIOID USERS**

The Cook County Sheriff's Opioid Addiction Recovery (S.O.A.R.) Program consists of a 90-day modified therapeutic community treatment program for substance abuse and co-occurring disorders followed by an intensive case management program on electronic monitoring. It is dedicated to helping detainees recover from opioid addiction and transition into the community with supportive services.

Program components are (1), enrollment in the SMART (for men) or THRIVE (for women) residential substance abuse programs for 90 days, followed by (2), at least 30 days of electronic monitoring with intensive case management services specific to opioid recovery.

Residential treatment programming is provided by licensed and credentialed Cook County Sheriff's Office staff. Case management for the individuals on Electronic Monitoring is provided by the Cook County Sheriff's Office.

Detainees are recommended for SOAR by court order. Admittance is determined by THRIVE or SMART staff, who assess the detainee for appropriateness for the program. The program seeks to target those struggling with substance use issues, specifically opioid addiction. Individuals must have a non-violent charge to be eligible.

Participants are placed on Electronic Monitoring and taken off Electronic Monitoring by court order.

## **4 VRIC – VOCATIONAL REHABILITATION IMPACT CENTER**

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The VRIC program is court-ordered.

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The first stage of participation in the Vocational Rehabilitation Impact Center (V.R.I.C.) is the in-custody component, which is based on basic discipline, educational skills, counseling, and alcohol or substance abuse treatment. Many detainees are ultimately selected to take part in the sheriff's new Neighborhood Restoration Initiative. Industry and OSHA-trained staff instruct the participants on deconstruction techniques and proper safety protocols. VRIC detainees then use these new skills to deconstruct abandoned homes in Cook County's distressed communities. This instruction, combined with field coursework, provide VRIC graduates with skills that can serve them in obtaining employment.

The second stage is the post-release supervision program, where participants receive follow-up counseling and case management services as well as job-readiness training and job placement assistance. All post-release participants are on electronic monitoring for an eight-month period and are drug tested at least twice per month. If a participant is not enrolled in school or partaking in verified employment, they report to the VRIC facility and are assigned to a work crew with the Sheriff's Support Services. All measures are designed to keep participants active and inspired to return to their communities as a productive member of society.

## 5 EDUCATION AND LITERACY SERVICES

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### **ADULT BASIC AND SECONDARY EDUCATION AND HIGH SCHOOL EQUIVALENCY PREP**

Instruction provided by CCSO educational programming staff and volunteer tutors.  
Cermak, Division 8 RTU, Division 6 Annex, Division 9, and Division 10

### **PACE INSTITUTE**

Volunteers from the Safer Foundation providing Adult Education and GED Prep.  
Divisions 5 RTU Annex, Division 6, and Division 11

### **CONSUELLA B. YORK ALTERNATIVE HIGH SCHOOL**

Operated by the Board of Education (BOE) and Chicago Public Schools (CPS). Serving high-school aged detainees working towards their diplomas.  
Divisions 5 RTU Annex, Division 6, Division 9, and Division 11

*The following community partners work with the Sheriff's Office to provide additional educational and literacy-based programming at CCDOC:*

**AFTER SCHOOL MATTERS**

**BECOMING A MAN (BAM) YOUTH GUIDANCE**

**CITY COLLEGES OF CHICAGO**

**CONTEXTOS**

**DEPAUL UNIVERSITY**

**DOMINICAN UNIVERSITY**

**FREEDOM ROAD FOUNDATION**

**FREE WRITE ARTS & LITERACY**

**JOHN MARSHALL LAW SCHOOL**

**JOSEPH BUSINESS SCHOOL**

**JUSTICE SYSTEM RESTART INITIATIVE (JSRI)**

**MCCORMICK THEOLOGICAL SEMINARY**

**NORTH PARK UNIVERSITY**

**NORTHWESTERN UNIVERSITY**

**POWER OF FATHERS INITIATIVE**

**RUSH UNIVERSITY**

**SHRIVER CENTER CIVIC CIRCLE**

**UNIVERSITY OF CHICAGO**

**UNIVERSITY OF ILLINOIS AT CHICAGO COLLEGE OF NURSING**

## 6 MENTAL HEALTH TRANSITION CENTER

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### Division 6

The Sheriff's Office Mental Health Transition Center is intended to empower justice-involved individuals diagnosed with a substance abuse and/or clinical mental health disorder with the development of a support system to ease their transition back into the community and aid their long-term recovery.

The Mental Health Transition Center offers a holistic array of services including vocational training, GED classes, fine arts programming, mental health and substance abuse treatment, therapy, and discharge planning. Behavioral interventions focus on cognitive restructuring, altering criminal thought patterns, and equipping participants with pro-social coping strategies.

*Connecting to the Community* is a monthly guest speaker series in which prominent members of the community are invited to present on topics related to employment and to share resources. Additional outside organizations are brought in to provide workshops on resume writing, networking, and job interview skills.

Fine arts programming is delivered via creative writing workshops, an advertising class, a photography class, and therapeutic drum circles. The fine arts programming provides therapeutic benefits tied to freedom of expression, stress reduction, and enhancement of non-verbal communication skills such as active listening. Participants are given the opportunity to showcase their work at Fine Arts Exhibitions hosted at the MHTC every three months.

Comprehensive discharge planning is comprised of an initial assessment and coordination of linkages to needed services such as housing assistance, outpatient treatment, and assistance with benefit enrollment or reinstatement. Each participant receives an individualized discharge plan within two weeks of beginning the program. The Community Outreach Manager follows up with individuals once they have been discharged, adding to their treatment plan at that time and updating CCSO's records to note what type of service linkages have been utilized post-release.

Upon discharge, participants are afforded the opportunity to remain connected to the Mental Health Transition Center through its Alumni Association. The Alumni Association meets twice a month to assist participants in staying engaged with treatment and recovery services, provide fellowship, and continuously promote participants' successful transition back into the community.

## **7 SAVE – THE SHERIFF’S ANTI-VIOLENCE EFFORT**

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### Division 6

The Sheriff’s Anti-Violence Effort (SAVE) was specifically designed to serve 18 - 24-year-old males from the most violent neighborhoods in Chicago. While incarcerated, participants receive programming 5 days a week. All participants are housed together. Once discharged to the community, participants receive aggressive case management from CCSO SAVE staff and community partnering agencies.

The purpose of the SAVE program is to assist detainees in learning new ways to understand violence, maintain safety in the community, manage conflict, improve personal relationships, gain independence, decrease substance use, decrease associations with anti-social peers, and eliminate criminal thinking or attitudes while increasing personal pride, job skills, and life skills.

The program is grounded in the Risk Needs Responsivity model intended to target the specific criminogenic needs of each program participant. Cognitive Behavioral Therapy (CBT) along with Motivational Interviewing techniques are used to direct therapy. While incarcerated, participants receive intensive programming which includes individual counseling, group counseling, life skills training, GED preparation, parenting, psychoeducation, job readiness training, health education, mentorship, community partner group in-reaching, discharge planning, and intensive case management that continues upon the participant’s discharge from jail.

The SAVE program staff are primarily licensed or certified counselors with advanced degrees in social work, psychology, or education.

Upon discharge to the community, either from CCDOC or IDOC, participants receive ongoing intensive community support from the SAVE case management staff. The community-based program component is intended to assist participants to stay on track in achieving their goals, reduce recidivism, and to increase safety for themselves and loved ones. All participants leave CCDOC with an individualized discharge plan designed around their specific criminogenic needs. Each participant is connected to community-based agencies to further target their needs. These partner agencies work directly with the participant and in collaboration with SAVE staff to maximize participants’ chance of success. Participants may be connected to as many partner agencies as their needs demand. SAVE case management staff continue to work with participants living in the community for as long as the participant requests.

## **8 HUMAN TRAFFICKING RESPONSE TEAM**

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### Division 8 RTU and Division 5 RTU Annex

The HTRT works in collaboration with Cook County Sheriff’s Police to help human trafficking victims and prostituted women and girls. The team is comprised of mental health professionals, health service providers, addiction specialists, and case managers. HTRT staff, some of whom are former victims themselves, refer the sexually exploited individuals to our trauma-informed service partners.

## 9 CHESS

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Division 6, Division 9, Division 10, and Division 11

Chess instruction at CCDOC is not only geared to impart an understanding of the game. It also serves as a tool to motivate detainees to think critically, develop logic processes, and work through conflicts. Underpinning lessons are themes of patience, determination, and discipline.

The Sheriff's Office communicates with outside chess entities, both nationally and internationally, to plan and execute online chess tournaments and solicit new partnerships.

Family engagement events are held monthly in which the children of participants are invited to an off-site location to play chess virtually with their fathers. The Sheriff's Office offers transportation assistance for families to and from the events.

## 10 URBAN FARM AND GARDEN

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Division 6

The Urban Farm and Garden engages detainees in a 12-week horticulture curriculum and job readiness training. The practice of horticulture is linked to numerous psychological and physical benefits such as increased patience, peer collaboration, strong work ethic, and aerobic exercise. Detainees learn employable skills such as business operations, production, packaging, delivery, book keeping and marketing.

The program operates from February to October each year. Produce and perennial cut flowers are sold to local high-end restaurants, florists, and at farmers' markets. All proceeds directly support Inmate Welfare initiatives.

*COMMUNITY PATRONS INCLUDE:*

*BILLY SUNDAY*

*DUTCH & DOC'S*

*FLOWERS FOR DREAMS*

*MORDECAI*

*OLD IRVING BREWING*

*SOPRAFFINA*

*THE PUBLICAN*

## 11 APIARY

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Division 6

The apiary has two working hives complete with a colony of bees. The Sheriff's Beekeeping program operates from February to October. The program teaches participants sustainability and entrepreneurship. The bees pollinate the vegetables grown at the urban farm and garden so that the farm produces a higher yield, and the honey is also harvested and sold at farmers' markets. All proceeds directly support Inmate Welfare initiatives.

# 12 RECIPE FOR CHANGE

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## ***MEN'S CULINARY PROGRAM + PIZZA KITCHEN INTERNSHIP***

Division 11

Recipe for Change provides culinary training to medium-security male detainees in an effort to prepare them for successful employment post-release. A registered dietician facilitates the health and nutrition classroom component and trained chefs conduct the culinary instruction. Students receive training in commercial cooking techniques, industry-standard kitchen sanitation practices and safety protocols, and customer service amongst other skills. Participants earn the ServSafe Food Handler Certificate and the ServSafe Food Protection Manager Certification over the course of the 8-week curriculum. Both credentials are ANSI-accredited industry standards and give returning citizens a marked advantage should they choose to seek employment in food service upon their return to the community.

Following completion of the instruction phase, participants advance to the Pizza Kitchen Internship. This feature provides advanced students with exposure to a fast-paced work environment and allows them to practice small business management skills. Interns also learn and practice necessary job search skills including resume creation, networking, and interviewing. RFC and CCSO work collaboratively to provide students with re-entry planning services and job placement assistance once back in the community.

## ***MUSIC AND ART STUDIOS***

Division 11

The Recipe for Change music studio and visual arts programming provide an opportunity for aspiring musicians and artists to express themselves creatively, receive technical training in their fields, and learn how to translate their skills into potential careers. Programming allows participants to process and express their emotions and reduce stress and anxiety, while the structure and expectations of the class reinforce coping skills and broader life skills, improving individual outcomes via creative processes.

## ***WOMEN'S CULINARY PROGRAM***

Division 8 RTU and Division 5 RTU Annex

Modeled after the men's culinary program, the women's program supports the development of work ethic and wellness within women in custody. Holistic programming components equip female detainees with job readiness skills and foster personal growth. Participants receive hands-on culinary instruction five days/week and are given the opportunity to obtain a ServSafe Food Handler Certificate and a ServSafe Food Protection Manager Certification. Medical residents from the University of Chicago conduct health education sessions with the group once a month to promote health awareness and autonomy. Enrichment through the arts is a cornerstone of the program, with opportunities for creative expression offered via a variety of mediums including mural painting and floral arrangement. Detainees also participate in restorative programming geared towards the development of pro-social behaviors as well as individual wellness, such as dance fitness classes, book club, parenting support groups, and female empowerment forums. RFC and CCSO staff work collaboratively to provide women with basic re-entry planning services and job placement assistance once back in the community.

## **13 TAILS OF REDEMPTION**

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Division 9

Through a partnership between The Cook County Sheriff's Office, Chicago Animal Care and Control, and Safe Humane Chicago, detainees are paired with shelter dogs for an eight-week period with the goal of providing them with the training needed to find a forever home. Participating detainees live with their dogs and attend classes with them for five hours a day. The training supports the dogs' behavioral health and overall well-being while moving them towards the goal of becoming adoption-ready. Participants demonstrate discipline, compassion, and empathy as they acquire valuable skills and practical work experience that can be applied to future employment opportunities.

## **14 VETERANS**

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Division 6

Incarcerated veterans are housed together on a special population living unit. Veteran-specific programming is facilitated by community partners and CCSO staff. Participants are also offered Meditation & Mindfulness, Alcoholics Anonymous and Narcotics Anonymous 12 Step groups, Yoga, Soft Skills for Job Readiness workshops, and Health Education classes each week.

CCSO staff coordinates the submission of consent forms on behalf of all self-reported veterans who come in to custody without a DD-214 form. DD-214 forms are the official Certificates of Release or Discharge documents which are provided by the U.S. Department of Veterans Affairs upon request. A DD-214 is required for an individual to receive VA benefits and services.

Even if detainees do not meet the qualifications for VA benefits, they are provided with re-entry information and linkages while in the program.

CCSO facilitates access for designated personnel from the U.S. Department of Veterans Affairs to meet with detainees for interviews, discharge planning, and pre-release applications.

Service providers also conduct in-reach to veterans who are housed elsewhere across the compound.

*Additional veterans-focused services are provided through the following community partners:*

**VETERANS JUSTICE OUTREACH: THE HINES VA MEDICAL CENTER, THE JESSE BROWN VA MEDICAL CENTER, AND THE CAPTAIN JAMES A. LOVELL FEDERAL HEALTH CARE CENTER**

Assessments and referrals to Veterans Treatment Court

**VA REGIONAL OFFICE**

Assistance with veteran verification process  
Assistance with medical benefits

**VETERANS REBUILDING COMMUNITY**

Peer Mentoring

**AFFORDABLE RECOVERY HOME**

Housing and Employment Support Services

**INNER VOICE**

Employee Readiness Training and Employment Placement

**OPERATION H.E.L.P.**

Job Coaching/Job Readiness/Job Retention

**AMERICAN RED CROSS**

Resiliency Workshops

**UIC-COLLEGE OF NURSING**

Healthy Living

**WORLDSCENE**

Screening & Analyzing Short Films

## **15 RELIGIOUS SERVICES**

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### All Divisions

The goal of Religious Services is to support community organizations in providing spiritual guidance and charitable items to the detainees. Volunteers facilitate worship services, individualized spiritual counseling, and other religious or faith-based educational programming.

CCSO hosts quarterly Clergy Advisory Council meetings to provide updates to clergy members in the community regarding CCSO initiatives as well as to encourage churches to provide volunteer services to the detainees. The meetings also allow for the circulation of community resources that may be of benefit to detainees upon discharge (i.e. housing, employment opportunities, pastoral counseling, etc.).

Organizations interested in offering religious programs must apply and attend an annual volunteer training session. There is a one-year participation minimum. The biannual application periods occur from March 1-15 and August 15-29. For more information, email: [ccso.religiousservices@cookcountyil.gov](mailto:ccso.religiousservices@cookcountyil.gov)

## COMMUNITY ORGANIZATIONS

ABIGAIL 8	CORNERSTONE CHURCH OF CHICAGO	INDIANA AVE PENTECOSTAL CHURCH OF GOD
ACCESS BY FAITH	EASING THE PAIN	IN THE UPPER ROOM MINISTRIES
ALLEN METROPOLITAN	ELZABAD OUTREACH MINISTRIES	ISLAMIC SOCIETY OF MIDWEST
AMERICAN BAPTIST	EXODUS AFTERCARE MINISTRIES	JEHOVAH WITNESS
AMERICAN MUSLIM MINISTRY	FAITH TEMPLE-CHICAGO	JESUS OUTREACH MINISTRY
APOSTOLIC CHURCH OF GOD	FAITH TEMPLE-EVANSTON	JEWISH SERVICES, LUBAVITCH CHABAD (HINDA INSTITUTE)
APOSTOLIC FAITH CHURCH	FAMILY CHRISTIAN CENTER VM	JOURNEY TO SERENITY
APOSTOLIC FAITH CHURCH (WORTH, IL)	FIRST BAPTIST CHURCH OF HAMMOND	KEY OF LIFE
ASAMBLEAS PENTECOSTALES (THE TRUTH WILL SET YOU FREE)	FIRST BAPTIST CONGREGATIONAL	KINGDOM OF GOD MISSIONARY B. C
BREATH OF LIFE	FIRST CHURCH OF DELIVERANCE	KOLBE HOUSE
CALVARY CHURCH	FIRST MISSIONARY CHURCH	LIGHTHOUSE CHURCH OF ALL NATIONS
CHAPLAINS FOR CHRIST	FOURTH PRESBYTERIAN CHURCH	LIVING FAITH CHURCH
CHICAGO HUB MINISTRIES	FRATERNITE NOTRE DAME	LIVING WORD CHRISTIAN CENTER
CHICAGOLAND PRISON OUTREACH	FREEDOM MINISTRY OF CHRIST	MASJID DAWAH
CHICAGO TABERNACLE	GOLGATHA CHURCH	MASJID AT-TAWHEEL
CHRIST CENTER LIFE LEARNING MINISTRY	GREATER WORKS INTEGRATION	MIRACLE REVIVAL CENTER
CHRIST TEMPLE APOSTOLIC F.C.	HEALING THE BROKEN HEARTED MINISTRY	MINISTRY OF REFUGE/MONUMENT OF FAITH CHURCH
CHRISTIAN LIFE CENTER (TINLEY PARK)	HOLY REMNANT OF GOD/CHRIST IS THE ANSWER/SETTING THE CAPTIVE FREE	MISSION USA
CHRISTIAN LIFE CENTER (BERWYN)	INCREASING IN CHRIST MINISTRY	MISSIONARIES OF CHARITY
CHRISTIAN SCIENCE		MT. CARMEL HOLINESS
CHURCH ON THE BLOCK		

N THE SPIRIT	SOLID ROCK OUTREACH	UNIVERSAL CHURCH
NATION OF ISLAM	SOUTH SUBURBAN CHURCH OF GOD	VALLEY KINGDOM
NEW BEGINNINGS-TRIEDSTONE	ST. VINCENT FERRER CATHOLIC CHURCH	VICTORY OUTREACH CHURCH
NEW COVENANT M. B.C. (NAOMI'S DAUGHTERS)	THE MOODY CHURCH	WARRIORS ON THE WATCH
NEW LIFE COVENANT -MAIN	THE ROCK CHURCH	WILLOW CREEK SOUTH BARRINGTON (MEN)
NEW MOUNT PILGRIM	THE WAY OF HOLINESS MISSION	WILLOW CREEK NORTH SHORE (WOMEN)
NIGHT WATCHMEN	THE PENTECOSTAL CHURCH OF HARVEY	YOUTH FOR CHRIST
POWER AND LIGHT EVANGELISTIC CHURCH	THIRD BAPTIST CHURCH OF CHICAGO	GREATER HOLY TEMPLE CHURCH OF GOD IN CHRIST
PRISONERS OF HOPE	US HISPANIC CHAPLAINS	BODY OF CHRIST OUTREACH
ST. CHRYSOSTOM	US CHAPLAINS CHICAGO	180 CHURCH CHICAGO
SALVATION ARMY	UNION EVANGELISTIC BAPTIST CHURCH	
SAVING GRACE		
SET FREE MINISTRIES		

## 16 PRE-BOND

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### Pre- Bond Court

CCSO Mental Health staff conduct rapid assessments of all arrestees for self-reported mental illness and substance use. CCSO tracks how many arrestees are opiate addicted and provides immediate intervention for treatment and education on Naloxone.

Referrals are provided to the Office of the Public Defender and the Office of the State's Attorney before Central Bond Court for any arrestees who may qualify for specialty courtrooms such as Mental Health Court, Drug Court, or Veterans Treatment Court.

Arrestees flagged as mentally ill and/or those who want mental health and substance abuse services are contacted in the community and in CCDOC. CCSO works with contracted community partners to provide case coordination to individuals who receive I-Bonds and EM and therefore do not receive services in Cermak or RTU.

## **17 SHERIFF'S ENHANCED DISCHARGE**

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All Divisions

The Sheriff's Enhanced Discharge Program is a rapid response program to assess and provide discharge plans based on the needs of detainees leaving the jail.

Detainees can call the Sheriff's Enhanced Discharge number posted throughout the compound and a CCSO mental health staff member is dispatched the following day to meet the detainee. A comprehensive needs assessment is completed, and a discharge plan is generated and provided to the detainee before they are released.

Additionally, CCSO staff and contracted community partner Treatment Alternatives for Safe Communities (TASC) conduct assessments, mental health referrals, substance abuse services, and alternative housing linkages in the Discharge Lounge to detainees as they are being released from the jail.

## **18 NO PLACE TO STAY (NPTS)**

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All Divisions

The No Place to Stay (N.P.T.S.) project focuses on individuals who are ordered to Electronic Monitoring and have no place to reside.

Interviews are conducted each day by CCSO staff to assess detainees who have been designated as NPTS. If an NPTS detainee is eligible for placement in a paid bed at either of CCSO's contracted alternative housing sites, CCSO staff notifies the court and proceeds to coordinate placement. CCSO identifies those not eligible for placement at alternative housing due to nature of charge, conviction of a sexual nature, or medical/mental health status, and tries to work with courtroom staff on these individual cases.

CCSO also communicates daily with Cook County Health and Hospital Systems regarding medications for those being placed in alternative housing and reports necessary details to alternative housing providers to ensure those placed in their care continue to receive their medications. CCSO staff also communicates with Medicaid Enrollment regarding insurance coverage for those being placed in alternative housing and provides verification of coverage to the contracted alternative providers.

CCSO staff shares an updated list of individuals in custody and declared NPTS with the Public Defender's Office each day. A lengthy report with supporting records is sent to the PD's Office weekly, providing details on individuals who are NPTS, ineligible for alternative housing, and in court the upcoming week.

# 19 COMMUNITY PROGRAMS

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## ***COOK COUNTY SHERIFF'S OFFICE STRENGTH & WELLNESS CENTER***

2418 W. Division, Chicago IL 60622

## ***MARKHAM COMMUNITY SUPPORT CENTER***

lower level of Markham Courthouse;  
16501 S. Kedzie Parkway, Markham, IL 60428

The community support programs offered at West Town and Markham seek to reduce recidivism by providing individualized needs-based assistance in safe and secure environments.

Individual, group, and family counseling assistance along with community referrals aim to enhance discharged detainees' quality of life by improving their problem solving, decision making and coping skills.

## ***COMMUNITY VAN***

The van is available for discharged detainees that need transportation to court, medical appointment, job interview, etc. An officer picks up the individual at a previously provided address, drops him/her off at their appointment location, and upon completion, returns them to the initial address.

Community members schedule a ride at least one week in advance by calling 773-674-4686. Accommodations with only 24-hour notice are discretionary, and only made in case of an emergency. A staff member confirms availability on a first-come, first-served basis; if a time and date are not available, sheriff's personnel work tirelessly to attempt to accommodate each caller.

# FY2020 Mid-Year Budget Review

## State's Attorney

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### I. Update on FY2020 Goals and Objectives (List 2-3)

#### *FY2020 Performance Metrics*

<i>Performance Metric Name</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2020 Target</i>	<i>2020 Actual YTD</i>	<i>Comments</i>
<b>Chicago Felony Court –Cases Closed</b>	19,194	19,000	20,522	6,230	Court being closed for 2.5 months have impacted our ability to close cases.
<b>Chicago Felony Court-Cases Closed per Case Arraigned</b>	1.32	1.54	1.57	1.34	
<b>Chicago Felony Trail-Avg. Closed Case Length in Days</b>	326.4	327.	322.8	295.2	
<b>Suburban Felony Court – Cases Closed</b>	7,402	8,409	7,016	2,411	
<b>Suburban-Felony Court-Cases closed per case Arraigned</b>	1.25	1.23	1.3	.94	

### II. Year-End Revenue Projections (*for revenue generating departments*)

*Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps*

<b>Revenue</b>	<b>FY2020 YTD Budget</b>	<b>FY2020 YTD Actuals</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Revenue Source #1</b>	\$416,667	\$238,000	(\$178,667)	(42.3%)

# FY2020 Mid-Year Budget Review

- Explanation of variances greater than 1% and \$1 million
  - ***State’s Attorney’s fees consist entirely of certain fees for felony and misdemeanor convictions in the Circuit Court and are imposed by the judges, collected by the Clerk of the Court and deposited directly to the Public Safety Fund for support of all agencies.***
- What corrective action will be taken?
  - ***Historically this revenue has begun to decrease; FY2019 ended 28% below the appropriated assumption. The current trend points to a continued decline, exasperated by court closures. Fees associated with this revenue are solely imposed by judges and “reported” only by the State’s Attorney’s Office.***

### III. FY2020 Year-End Expenditure Projections

*Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps*

<b>Operating Expenses</b>	<b>FY2020 YTD Budget</b>	<b>FY2020 YTD Actuals</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Personnel</b>	\$58,540,623	\$56,104,233	\$2,436,390	4.2%
<b>Contractual Services</b>	\$1,095,436	\$979,841	\$115,595	10.6%
<b>Supplies and Materials</b>	\$460,285	\$370,749	\$89,536	19.5%
<b>Operations and Maintenance</b>	\$1,729,925	\$1,697,813	\$32,112	1.9%
<b>Capital Expenditures</b>				
<b>Rental and Leasing</b>	\$196,631	\$190,620	\$6,011	3.1%
<b>Contingencies and Special Purposes</b>				
<b>Total</b>	<b>\$62,022,900</b>	<b>\$59,343,256</b>	<b>\$2,679,644</b>	<b>4.3%</b>

- Explanation of variances greater than 1% and \$1 million
  - ***Personnel- Due to the nature of the attorney licensing process in the State, the majority of ASA hiring occurs after the July bar examination, so it is not unusual for the SAO to carry vacancies in the first half of the fiscal year which represents the variance of the YTD Budget to the YTD Actuals. It should be noted that prior to the***

# FY2020 Mid-Year Budget Review

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***mandated FY20 appropriation reduction due to COVID-19, the office rescinded 43 attorney offers hires that we tentatively planned to occur between August and September as the department negotiated 75 delayed hiring of vacant positions to meet targeted reductions due to COVID-19***

- *Contractual Services- Due to court closures, the office is receiving less expenditure payment requests associated with case activity, notably court reporting and the acquisition of medical records, expert witness fees, etc. which largely make up this funding category.*
- *Supplies and Materials- There is currently a significant surplus of unspent funds in the office supply account. This account is the central exchange for all District Offices, the Leighton Court Office and Administrative offices, such as 69West Washington and the Daley Center. As a result of the stay at home order related to COVID-19, less consumption of supplies is occurring. Where needed, COVID-19 related PPE or other as been supported collectively by the Department of Homeland Security.*
- *Operations and Maintenance –Due to various activities being suspended, activity within this segment are not occurring or occurring less frequently. The most notably decrease is Automotive Operations and Maintenance-for items such as gas, oil changes, etc.*
- *Rental and Leasing- The variance of \$6,000 is a result of delayed maintenance activity that will occur prior to 11/30/2020.*
- What corrective action will be taken if required?
  - *No corrective action is planned, future spend is dependent on the return of normal operating conditions.*

## IV. FY2020 Holdback Target

<b>Holdback Target</b>	<b>\$8,483,322</b>
<b>Amount of Holdback Achieved</b>	<b>\$8,483,322</b>

# FY2020 Mid-Year Budget Review

- Did you meet the holdback target identified for your department?
  - *Yes, the office reached the mandated holdback target through vacancy reductions (delayed hiring on open positions), non-personal reductions and estimated furlough savings for all employees taking 5 days prior to 11/07/2020.*
- If no, please explain the factors that were considered when developing your holdback amount. N/A

## V. FY2020 Contracts

*Please provide a list of your department's existing and anticipated contracts for FY2020 in the format provided below.*

Vendor Name	Contract Purpose	Contract Amount	Contract Start Date	Contract End Date
Appriss	Victim Notification	\$262,000	11/1/19	10/31/2020

- For any contract that is expiring this year, please indicate:
  - Whether the contract will be renewed, extended or re-bid
    - *Appriss 1823-17278 is tentatively scheduled to be renewed.*
  - If re-bid, the status of the procurement.

## VI. Capital Equipment Updates

*Please provide a list of your department's FY2020 capital equipment projects and the status of projects in the format provided below.*

Capital Equipment Project	Project Status (Not Started/Started/Delayed/Completed)	If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project
SAO Case Management System	Not Started	Currently in the Procurement Office in the evaluation and capabilities review stage. We anticipate being able to make a decision in the coming weeks and have it in front of the board for approval in FY2020.

# FY2020 Mid-Year Budget Review

CCSAO Audio and Visual Equipment	Started	Purchase will be completed via two efforts currently in process: 1) a small bid contract with Procurement in which specs are being finalized for requisition and submission; and 2) marketplace purchase

## VII. COVID-19 Operational Impacts

*Describe any take-aways regarding your operations as it relates to the COVID-19 public health crisis.*

- *How does your office serve the public?*
  - **Public safety drives every decision made, from the cases prosecuted to the sentences pursued. Resources are allocated to address the most pressing issues and to fight violent crime throughout Cook County.**
- *Describe any initiatives you have implemented that have resulted in greater efficiencies within your operations.*
  - **Our office used the opportunity provided by COVID to pilot what a paperless digital first office would look like.**
- *Describe which, if any, of these initiatives can or will be carried forward into your operations as we transition back to full operation.*
  - **During COVID-19 the office shifted planned attendance for a number of conferences or training activities (which included travel) to online or streaming platforms if offered by the vendor, their change also a recalibration to the situation. Where possible, the office would like to continue to engage vendors to provide remote learning, training or conference options. Where there is an inherent value to staff meeting and learning in an environment with peers of the office and other, cost was saved as a result of non-travel and in many instances more staff were able to participate given the flexibility.**
- *Describe areas of further opportunities you foresee for increased efficiencies within your operations.*
  - **With our Paperless Digital First pilot a success, we are in the process of rolling out this approach to our entire criminal and special prosecution bureaus.**
- *How did you incorporate technology into your processes in the midst of COVID-19?*
  - **We migrated from network drives to OneDrive and SharePoint. We deployed laptops. We learned how to utilize Microsoft team to allow us to come together while apart.**
- *Are you envisioning your real estate footprint changing post COVID-19?*
- *How do you envision your office supply/professional service needs changing post COVID-19?*
  - **The office has always envisioned using less paper and multiple printers; COVID19 has demonstrated the ability to move information throughout the supply and information chain without paper and all its underlying cost (printer, toner, postage, delivery)**

# FY2020 Mid-Year Budget Review

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*Continuing to strive towards removing paper from day-to-day operations will save money on physical and human resources while shrinking your carbon footprint*

- *Are you contemplating implementing more self-service processes within your office and what impact would that have on your budgets?*

## VIII. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	<b>\$118,858,634</b>
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- Please provide preliminary ideas of how your department is planning to meet your budget target for FY2021.

We will not be able to meet the budget target. The State's Attorney's Office is [93%] personnel. A \$12M reduction would result in a reduction of over 100 employees. With the backlog of cases as a result of COVID-19 and the anticipated uptick in violence this summer, we anticipate a very high volume of cases across all case types in FY2021. That number of employees, whether made up of attorneys or staff or a combination would decimate entire units of the office.

# FY2020 Mid-Year Budget Review

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## Public Defender

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### I. Update on FY2020 Goals and Objectives (List 2-3)

- **FY2020 Goal #1 as listed in the Budget Book**

#### **Continued Enhancement of Police Station Representation Unit**

Increasing public awareness of the unit through outreach and building a network of community partners, with a target of doubling police station visits in FY2020 to over 2,000, with a goal of attaining maximum number of calls for counsel to represent those in custody.

**Current status:** PSRU continues to operate, although it has transitioned to providing telephone visits and contact with clients instead of in-person visits to police stations due to the COVID-19 pandemic.

**Key Performance Indicators:** From 12/1/2019 through June 1, 2020, PSRU made 507 actual and telephone visits for clients in custody. Virtual visits began in March 2020, due to COVID-19. Due to the impact of COVID, calls and visits declined starting in March 2020, and the goal of 2,000 visits will not likely be met. Despite these lower numbers, 18% of those provided counsel at the stationhouse were not charged with any offense, proving the effectiveness of the Unit.

**Alignment with Policy Roadmap:** The PSRU aligns with the Safe and Thriving Communities Policy Priority. Having access to counsel at the point of arrest aligns with Objective 3 by increasing alternatives to detention and access to supportive services for justice-involved residents.

- **FY2020 Goal #2 as listed in the Budget Book**

#### **Implementation of Mental Health Unit**

Hiring psychologist and social workers; solidifying partnerships with professional schools of psychology and CCHHS; identifying clients in need and assessing mental health issues; achieving goal of reducing expert witness spending; decreasing length of stay in jail for clients by more accurately identifying all mental health issues; and expediting disposition of cases with mental health issues.

**Current status** – Psychologist has been hired and has been progressively reviewing referrals for mental health evaluations. She has ordered materials (psychological tests) and begun implementation. She will oversee social caseworkers who are in the process of being hired.

- The Mental Health Resource Unit has begun establishing working relationship with community organizations and stakeholders within Cook County in order to better meet the needs of our clients.
- Staff from the Mental Health Resource Unit has provided in-house trainings and workshops, which cuts down on outsourcing.
- We value best practices and are committed to providing quality service to our indigent clients.

**Key performance indicators:** The Mental Health Resource Unit has accepted 31 referrals since December 1, 2019, while operating with one staff member.

# FY2020 Mid-Year Budget Review

While we are still establishing key performance indicators, below are some of the data that we will be tracking:

- The number of referrals that have been accepted for in-house full Psychological Evaluations (valued at approximately \$10K each)
- The number of cases referred to outside experts
- The number of cases where outside experts were deemed inappropriate/unnecessary
  - Estimated cost savings (with base cost per evaluation at approximately \$12K)
- The number of successful referrals and placement with outside agencies to assist with successful re-entry into the community

**Alignment with Policy Roadmap:** The Mental Health Unit aligns with the Safe and Thriving Communities Policy Priority. Identifying the mentally ill helps obtain treatment and find alternatives to incarceration, while providing wraparound services.

## II. Year-End Revenue Projections (for revenue generating departments)

*Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps*

Revenue	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
Revenue Source #1	N/A			
Revenue Source #2				

- Explanation of variances greater than 1% and \$1 million
- What corrective action will be taken?

## III. FY2020 Year-End Expenditure Projections

*Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps*

Operating Expenses	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
Personnel	\$37,328,390.10	\$34,805,436	\$ 2,522,954.19	6.76%
Contractual Services	\$998,869.50	\$866,238	\$ 132,631.88	13.28%
Supplies and Materials	\$252,240	\$227,698	\$24,542	9.7%
Operations and Maintenance	\$647,632	\$539,769	\$107,863	16.7%
Capital Expenditures				
Rental and Leasing	\$79,461	\$67,260	\$12,201	15.4%
Contingencies and Special Purposes	(\$47,437)	0	(\$47,437)	(100.0%)

# FY2020 Mid-Year Budget Review

<b>Total</b>	<b>\$37,254,530</b>	<b>\$36,506,401</b>	<b>\$748,129</b>	<b>2.0%</b>
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**Personnel** – Hiring delays and budget holdback.

**Contractual Services** – Court related spending has slowed down during the COVID-19 pandemic.

**Supplies and Materials** – Office supplies and court related spending has slowed down during COVID-19 pandemic. PPE spending is increasing as we are transitioning back into the office.

**Operations and Maintenance** – Operations and maintenance related spending has slowed down during COVID-19 pandemic.

**Rental and Leasing** – Countywide MFD rental. Comptroller or DBMS creates entire chargeback at beginning of the year.

**Contingent and Special Purposes** – Grant match, grants ended 6/30/20. Submitting final reports by 7/30/20 and closing out. Matching will be done at that time.

- Explanation of variances greater than 1% and \$1 million
- What corrective action will be taken if required?

#### IV. FY2020 Holdback Target

<b>Holdback Target</b>	<b>\$5,094,821</b>
<b>Amount of Holdback Achieved</b>	<b>\$3,020,947</b>

- Did you meet the holdback target identified for your department? **No**
- If no, please explain the factors that were considered when developing your holdback amount.

#### V. FY2020 Contracts

*Please provide a list of your department's existing and anticipated contracts for FY2020 in the format provided below.*

<b>Vendor Name</b>	<b>Contract Purpose</b>	<b>Contract Amount</b>	<b>Contract Start Date</b>	<b>Contract End Date</b>
<b>SAFER Foundation</b>	Bond Court Services	FY20 - \$449,000, FY21 - \$459,222	1/12019	12/31/2021

# FY2020 Mid-Year Budget Review

- For any contract that is expiring this year, please indicate:
  - Whether the contract will be renewed, extended or re-bid.
  - If re-bid, the status of the procurement.

## VI. Capital Equipment Updates

*Please provide a list of your department's FY2020 capital equipment projects and the status of projects in the format provided below.*

Capital Equipment Project	Project Status (Not Started/Started/Delayed/Completed)	If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project
PD Blue Ray Players Purchase	Completed	Items delivered
FY19 Ongoing: PD Resource Library	Started	Details of agreement are being discussed with Procurement and BOT.
PD Computer Refresh 1260	Started	Some computer equipment refreshed for COVID-19 response. Working with BOT on update.
PD 69 W. Consolidation	Delayed	Project delayed with Bureau of Asset Management
Replacement File Transport and Office Supply Delivery Van	Completed	Vehicle Delivered

## VII. COVID-19 Operational Impacts

*Describe any take-aways regarding your operations as it relates to the COVID-19 public health crisis.*

[The Public Defender will be available to answer these questions at the mid-year budget presentation]

- *How does your office serve the public?*
- *Describe any initiatives you have implemented that have resulted in greater efficiencies within your operations.*
- *Describe which, if any, of these initiatives can or will be carried forward into your operations as we transition back to full operation.*
- *Describe areas of further opportunities you foresee for increased efficiencies within your operations.*
- *How did you incorporate technology into your processes in the midst of COVID-19?*
- *Are you envisioning your real estate footprint changing post COVID-19?*
- *How do you envision your office supply/professional service needs changing post COVID-19?*
- *Are you contemplating implementing more self-service processes within your office and what impact would that have on your budgets?*

# FY2020 Mid-Year Budget Review

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## VIII. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	<b>\$71,373,817</b>
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- Please provide preliminary ideas of how your department is planning to meet your budget target for FY2021.

# FY2020 Mid-Year Budget Review

## Office of the Clerk of the Circuit Court

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### I. Update on FY2020 Goals and Objectives (List 2-3)

#### o FY2020 Goal #1: Court Operations, E-Filing Program

Court Operations, e-Filing Program (Output Metric)	2018 Year End Actual	2019 Year End Actual	2020 Year to Date 2nd Quarter Actual	2020 Year End (Revised) Target
Number of e-Filings	1,480,022	3,017,961	1,113,703	2,500,000

- o On July 1, 2018, e-Filing became mandatory for all civil areas of law. From 2018 to 2019 the number of e-filings doubled. Although first quarter FY2020 was 736,053 e-Filings, the second quarter e-Filings decreased to 377,650 due to the COVID-19 pandemic. We previously anticipated our FY2020 target to reach 3,000,000. However, due to COVID-19 we now project that the number of e-Filings to be approximately 2,500,000.

Court Operations, e-Filing Program (Efficiency Metric)	2018 Year End Actual	2019 Year End Actual	2020 Year to Date 2nd Quarter Actual	2020 Year End (Revised) Target
Average number of documents e-Filed per FTE (71.1 FTE in FY2018, 147 FTE in FY2019 and 241 FTE in FY2020)	20,816	20,530	4,621	10,373

- o The Employee Efficiency Metric shown above reflects that the number of Clerk of the Circuit Court employees working on electronic court filings (e-filings) increased since e-filing became mandatory in mid-year 2018 from 71.1 FTE in FY2018, 147 FTE in FY2019 to 241 FTE in FY2020. Employees working on e-filings review electronic court filings, process, accept and reject electronic court filings and attend to fee and no-fee filing customers. Due to COVID-19 and an increase in the number of employees handling these processes, we anticipate employee efficiency to be around 10,373 number of documents e-filed per employee for FY2020.

# FY2020 Mid-Year Budget Review

- **FY2020 Goal #2: Human Resources Program**

Human Resources Program (Output Metric)	2018 Year End Actual	2019 Year End Actual	2020 Year to Date 2nd Quarter Actual	2020 Year End (Revised) Target
Training hours of employees and outside attendees	6,114	48,050	12,018	30,000

Human Resources Program (Efficiency Metric)	2018 Year End Actual	2019 Year End Actual	2020 Year to Date 2nd Quarter Actual	2020 Year End (Revised) Target
Average hours of training per employees and outside attendees	3.5	6.3	4.7	6.0

- In FY2019, CCC employees and outside attendees hours of training spiked dramatically as a result of our employees being trained on the new systems, e-filing and Case Management System, and the new processes put in place. The training will continue until our staff has been fully and proficiently trained. The large number of hours of employee training has resulted in higher employee efficiency, effectiveness and improved customer service. Due to the COVID-19 pandemic, training hours through second quarter FY2020 was only 12,018 hours. We anticipate total annual training hours for FY2020 to reach the year’s target of 30,000 hours.

## II. Year-End Revenue Projections (for revenue generating departments)

*Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps*

Revenue	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
Revenue Source #1	\$37,650,000	\$31,333,244	-\$6,316,756	-16.8%
Revenue Source #2				

# FY2020 Mid-Year Budget Review

- Explanation of variances greater than 1% and \$1 million. The 16.8% unfavorable variance is due to COVID-19, “Stay at Home” mandate, court room closures, high unemployment, non-payment of fines, fees and costs, and a decrease in mostly traffic, civil and chancery case filings.
- What corrective action will be taken? We anticipate revenues to gradually begin increasing in July 2020 due to the reopening of the courts. Customers are encouraged to utilize the Clerk’s Office website to obtain information regarding remote services, such as paying traffic tickets by phone, and obtaining court case information via text and or email. However, we are unable to determine the impact that a possible resurgence of COVID-19 may have in the third and fourth quarters of this fiscal year. We will continue to monitor the fluctuations in the case filings and revenues.

### III. FY2020 Year-End Expenditure Projections

*Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps*

<b>Operating Expenses</b>	<b>FY2020 YTD Budget</b>	<b>FY2020 YTD Actuals</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Personnel</b>	\$44,915,990	\$43,161,644	\$1,754,346	3.9%
<b>Contractual Services</b>	\$396,627	\$508,311	-\$111,684	-28.2%
<b>Supplies and Materials</b>	\$104,786	\$112,413	-\$7,627	-7.3%
<b>Operations and Maintenance</b>	\$3,613,625	\$3,594,812	\$18,813	0.5%
<b>Capital Expenditures</b>	\$0	\$0	\$0	0%
<b>Rental and Leasing</b>	\$245,402	\$198,230	\$47,172	19.2%
<b>Contingencies and Special Purposes</b>	\$0	\$0	\$0	0%
<b>Total</b>	\$49,276,430	\$47,575,410	\$1,701,020	3.5%

- The following is the explanation of variances greater than 1% and \$1 million and the corrective action taken:

# FY2020 Mid-Year Budget Review

Operating Expenses Accounts	Variance Explanation/Corrective Action
<b>Personnel</b>	Positive variance during the first half of the year is due to the slow approval rate in the hiring process. The variance will decrease during the second half of the year to a much smaller positive variance due to the Department of Budget and Management Services (DBMS) approval of the Request to Hires (RTH).
<b>Contractual Services</b>	Negative variance is due to various annual contracts processed during the first half of the year, paid or encumbered for the whole year, such as the City of Chicago & Suburban Tickets (\$77,150) and the annual budgeted amounts charged by the County for communications during the first half of the year (\$37,191). The negative variance should disappear by the end of the year.
<b>Supplies and Materials</b>	Negative Variance is due to COVID-19 unanticipated expenses for the purchase of health and safety supplies, such as Plexiglass, face masks, gloves and sanitizers. Also, the County charged all of the annual budgeted amount for the Lexis Nexis contract in the first half of the year (\$10,513). Whether a negative variance exists at the end of the fiscal year depends on if COVID-19 expenses are reimbursed.
<b>Operations and Maintenance</b>	Please note that the year-to-date budget through 5/31/20 for this category of accounts should be \$2,707,240 (half the Budgeted \$5,414,480) and not \$3,613,625 as stated in this report. Maintenance & Repair and Maintenance and Repair of Data Processing Equipment are the major accounts with large dollar contract amounts. The County charged all of the annual budgeted amounts of several County-Wide contracts during the first half of the year resulting in higher portion of the annual budget expensed during the first half of the year which should have incurred a negative variance. There should be no variance as the year comes to a close.
<b>Rental and Leasing</b>	Please note that the year-to-date budget through 5/31/20 for this category of accounts should be \$149,139 (half the Budgeted amount of \$298,278) and not \$245,402 as stated in this report. The annual budgeted amount of \$195,230 for County-Wide Canon photocopier lease was charged during the first half of the year, which would have resulted in a negative variance as of 5/31/20. The negative variance should disappear by the end of the year.

# FY2020 Mid-Year Budget Review

<b>Total</b>	As the year progresses, the variances should decrease. No significant variances are expected by the end of the year, if COVID-19 unanticipated not budgeted expenses are reimbursed.
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## IV. FY2020 Holdback Target

<b>Holdback Target</b>	<b>\$6,513,443</b>
<b>Amount of Holdback Achieved</b>	<b>\$6,513,443</b>

- Did you meet the holdback target identified for your department? **Yes.**
- If no, please explain the factors that were considered when developing your holdback amount.

## V. FY2020 Contracts

*Please provide a list of your department's existing and anticipated contracts for FY2020 in the format provided below.*

<b>Vendor</b>	<b>Commodity</b>	<b>Contract Amount</b>	<b>Type of Contract</b>	<b>Contract Start Date</b>	<b>Contract Expiration Date</b>
<b>CHICAGO TRIBUNE</b>	<b>PUBLICATION OF LEGAL NOTICES - Court Ordered</b>	<b>\$60,000.00</b>	<b>COUNTY-WIDE</b>	<b>8/1/2019</b>	<b>7/31/2020</b>
<b>CDW-G / SHI International</b>	<b>VMWARE SUPPORT SUBSCRIPTION PRODUCTION TECHNICAL SUPPORT - Licenses for server environment</b>	<b>\$29,434.77</b>	<b>Marketplace</b>	<b>8/5/2019</b>	<b>8/5/2020</b>

# FY2020 Mid-Year Budget Review

CDW-G / SHI International	MAINTENANCE FOR IDERA SQL DIAGNOSTIC MANAGER SOFTWARE - Licenses for troubleshooting in server environment	\$13,297.30	Marketplace	8/17/2020	8/17/2020
Envelope Connection	Printing of Court Diversion Envelopes	\$33,600.00	Bid >25,000	8/31/2020	8/31/2020
TRADEMARK PRODUCTS	REPAIR OF ELECTRIC STAMPS, HAND STAMPS & SEALS	\$20,000.00	Bid <25,000	8/31/2020	8/31/2020
CDW-G / SHI International	MAINTENANCE OF SYSB II SOFTWARE	\$86,659.51	MARKETPLACE	8/31/2020	8/31/2020
CDW-G / SHI International	FORTINET / FORTIGATE - Maintenance & Technical Support Firewall to protect from outside virus.	\$7,914.80	MARKETPLACE	8/31/2020	8/31/2020
CDW-G / SHI International	MAINTENANCE FOR HP HARDWARE	\$160,636.87	MARKETPLACE	9/30/2020	9/30/2020
CUMMINS-ALLISON CORP	Maintenance of currency counters	\$29,775.00	Sole source	10/14/2020	10/14/2020
ENGINEERED SECURITY SYSTEMS (ESS)	MAINTENANCE FOR PREVENTATIVE HARDWARE AND SOFTWARE FOR CAMERA SECURITY, CASHIERING SYSTEM	\$179,848.92	Formal Bid	10/17/2020	10/17/2020
POWELL	PHOTOGRAPHIC CONTRACT - CW	\$12,500.00	COUNTY-WIDE	10/25/2020	10/25/2020

# FY2020 Mid-Year Budget Review

ZUNO	PHOTOGRAPHIC CONTRACT - CW	\$12,500.00	COUNTY-WIDE	10/25/2020	10/25/2020
VIDEO PARACHUTE	PHOTOGRAPHIC CONTRACT - CW	\$12,500.00	COUNTY-WIDE	10/25/2020	10/25/2020
SHI International	MAINTENANCE enhanced support IDERA PRECISE SQL LICENSES	\$10,000.00	MARKETPLACE	10/30/2020	10/30/2020
GARTNER INC	INDIVIDUAL ACCESS ADVERTISEMENT FOR IT PROFESSIONALS	\$88,900.00	Sole Source	11/30/2020	11/30/2020
SHI International	MAINTENANCE FOR HYLAND ONBASE SOFTWARE - Licenses Images for troubleshooting in server environment	\$144,491.80	Marketplace	12/31/2020	12/31/2020
MICROSOFT	MAINTENANCE FOR MICROSOFT PREMIER	\$73,160.00	County-Wide	1/6/2021	1/6/2021
SHI International	Uila - Cyber Threat monitoring software	\$105,580.37	Direct-Pay	1/21/2021	1/21/2021
DAVIS BANCORP	Armored car service	\$81,168.00	COUNTY-WIDE	3/31/2021	3/31/2021
TYLER TECHNOLOGY	ELECTRONIC CASE MANAGEMENT	\$36,449,035.00	Sole Source	4/8/2021	4/8/2021
SHI International	MAINTENANCE FOR INSIGHT	\$17,265.31	Marketplace	4/30/2021	4/30/2021
Johnson Control	Security monitoring	\$15,000.00	COUNTY-WIDE	5/14/2021	5/14/2021
CENTURY SPRINGS	Bottled water contract	\$20,000.00	COUNTY-WIDE	5/17/2021	5/17/2021

# FY2020 Mid-Year Budget Review

TRADEMARK PRODUCTS	NEW HAND STAMPS	\$20,000.00	Bid <25,000	5/18/2021	5/18/2021
ENSONO	MAINFRAME OUTSOURCING - DISASTER RECOVERY IMPLEMENTATION	\$2,000,000.00	County-Wide	9/30/2021	9/30/2021
Paper Solutions	Supply and Delivery of City and Suburban Tickets	\$264,280.00	Bid >25,000	11/30/2021	11/30/2021
SHI INTERNATIONAL	VMWARE ENTERPRISE LICENSES - for Server Environment	\$47,868.95	MARKETPLACE	8/14/2022	8/14/2022
CDW-G / SHI International	MAINTENANCE IDERA PRECISE SQL LICENSES - troubleshooting in server environment	\$40,518.80	MARKETPLACE	10/30/2023	10/30/2023
CDW-G / SHI International	MAINTENANCE IDERA ER/STUDIO DATA ARCH PLATFORM - License for migration to CMS	\$21,810.31	MARKETPLACE	11/8/2023	11/8/2023

## VI. Capital Equipment Updates

*Please provide a list of your department's FY2020 capital equipment projects and the status of projects in the format provided below.*

# FY2020 Mid-Year Budget Review

FY20 Capital Equipment Project	Project Status (Not Started/Started/Delayed/ Completed)	If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project
21144 CCC Legacy 4.1.3 Hardware	Started	Completion Expected late FY20, Early FY21
21144 CCC Legacy 4.2 Software	Started	Completion Expected late FY20, Early FY21
21144 CCC Legacy 5.2 implementation	Started	Completion Expected late FY20, Early FY21
24675 e-filing for Criminal and Traffic Integration Project	Not started	Funds have been repurpose for IT Equipment
24676 Stand-alone Mainframe Applications Replacement Project	Not started	Project was moved to FY21
24665 Passenger Van	Started	Have PO had to wait for County Board to approve appropriation
24667 Microfilm Machine	Delayed	Will complete Contract amendment in July

## VII. COVID-19 Operational Impacts

*Describe any take-aways regarding your operations as it relates to the COVID-19 public health crisis.*

- *How does your office serve the public? Due to COVID-19 the Clerk's Office is advising customers to limit in-person contact by using the Clerk's Office remote services.*
  - *The Clerk's Office provides specialized customer service assistance to both self-represented litigants and attorneys through both remote access and in-person services.*
  - *The Clerk's Office website provides a list of email addresses for customers to request to schedule appointments for in-person services or to obtain court dates. Telephone numbers for texting requests for*

# FY2020 Mid-Year Budget Review

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*court dates are also listed on the website. Additionally, “Pay by Phone” numbers are also listed on the website for paying traffic fines, requesting to attend traffic safety school and obtaining court hearing dates*

- *Customers can access or look up court case information by downloading the Clerk of the Circuit Court Mobile App or by accessing the Electronic Docket*
- *Customers can access fillable court forms on the Clerk’s website*
- *Expungement/Sealing information and Electronic Appeals Filings can be obtained from the Clerk’s website*
- *A link to Electronic Service Providers via the E Filing Information Portal is also listed on the website*
- *Customers can subscribe to our mailing list, and sign up for case management E-Notices*
- *Attorneys can access the CCC Portal to access Criminal Data, apply for an attorney code and obtain free email case monitoring service.*
- *Describe any initiatives you have implemented that have resulted in greater efficiencies within your operations. The following initiatives and efficiencies were implemented:*
  - *Clerk’s Office website was updated to increase customer’s awareness of remote services offered by the Clerk’s Office in accessing court case information. The website provides a list of email addresses and telephone numbers for customers to call and or text requests for court case information and court dates, and Pay by Phone services without coming into the court house.*
  - *Thirty-four cell phones were issued to Court Operations staff to expedite assistance to customers entering the courthouses without a scheduled appointment. Customers can provide their contact information and subsequently have their requests addressed via text and or email to minimize the amount of time in the courthouse.*
  - *Due to the “Stay at Home” mandates over 200 laptops were issued to Clerk’s Office employees to enable them to process work from home. The laptops continue to be redeployed and reassigned to staff on rotating schedules who are required to work from home due to social distancing requirements.*
  - *Assigned staff to Cook County task forces to keep abreast of changes in operations within Cook County that may affect the Clerk’s Office.*
  - *The Clerk’s Office began scheduling meetings on Zoom and Microsoft Teams to expedite communications with staff regarding the impact that COVID-19 has on operations and to discuss operational changes needing to be implemented to provide remote services to customers.*
  - *Implemented remote training for staff during the pandemic.*

# FY2020 Mid-Year Budget Review

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- *Communicated critical information through mass emails and text messages to keep staff informed during the COVID-19 crisis.*
- *Issued VPN accounts and provided Remote Desktop access to over 350 staff.*
- *Describe which, if any, of these initiatives can or will be carried forward into your operations as we transition back to full operation. The Clerk's Office will continue to utilize the identified initiatives until more or better efficiencies are identified and or implemented.*
- *Describe areas of further opportunities you foresee for increased efficiencies within your operations. More training could be provided to staff regarding Zoom and Microsoft Teams features. Improvements need to be made to reduce the lengthy hiring process. The inability to quickly hire new court clerk and management staff limits our capacity to adequately support judges, and lowers office morale by overworking staff.*
- *How did you incorporate technology into your processes in the midst of COVID-19? The Clerk's Office utilized Zoom and Microsoft Teams to conduct Project Management and Implementation meetings for the new Case Management System. Utilized Microsoft Teams to conduct remote training for court clerks and other staff on the new Case Management System. Utilized virtual meetings to communicate with staff and provide remote access to data for those working from home. Utilized virtual meetings to conduct meetings with Executive and Senior Management and with Collective Bargaining Unit employees. The Technology and Innovation Bureau provided employees the ability to electronically review, process, and sign documents.*
- *Are you envisioning your real estate footprint changing post COVID-19? The Clerk's Office does not anticipate a change in its real estate footprint post COVID-19.*
- *How do you envision your office supply/professional service needs changing post COVID-19? Office supplies and professional services may be impacted by a possible resurgence of COVID-19. The Clerk's Office will be expected to continue to provide Personal Protective Equipment (PPE) to safeguard staff. Supply costs for items such as paper and toner may increase due to the scanning and certification of documents needing to be issued for emergency orders. Additional technical equipment and support services such as laptops, electronic signature, Zoom licenses, etc. will be needed to support employees working from home, and internal communications.*
- *Are you contemplating implementing more self-service processes within your office and what impact would that have on your budgets? Self-service options currently in place prior to and post COVID-19 will continue to be used. Due to the Illinois Supreme Court's, Access to Justice Program's requirements for the Clerk's Office to assist Self-Represented Litigants, the Clerk's Office is limited in its self-service options.*

# FY2020 Mid-Year Budget Review

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## VIII. FY2021 Preliminary Forecast

<b>FY2021 Budget Target</b>	<b>91,253,076</b>
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- Please provide preliminary ideas of how your department is planning to meet your budget target for FY2021. *The Clerk’s Office plans to meet its budget target for FY2021 by adjusting the hiring dates for its vacant positions. Additionally, the Clerk’s Office is planning to meet its budget target by requesting reimbursement for 2020 COVID-19 related labor costs incurred within our Special Purpose and Public Safety Funds. The costs were incurred in the following manner:*

### Court Automation

- *The Technology & Innovation (T&I) Bureau (including the Chief Information Officer, Deputy Chief Information Officer, Chief Deputy Clerks, managers, programmers and other technology staff) spent a vast number of hours reprogramming the Clerk’s Office systems to change court dates, and generate postcards mailed to notify customers of changes in their court dates due to court closures. The changes were made during the second and third quarters of the fiscal year.*
- *T&I staff also spent hours issuing laptops and providing VPN access to staff to enable them to Work from Home during the “Stay at Home” executive orders issued by the Governor of Illinois and Mayor of Chicago to minimize the impact of the pandemic.*
- *T&I spent time updating the Clerk’s website with lists and notices informing the public of remote access to obtain court case information via text or email, contact information for scheduling in-person services, and “Pay by Phone” telephone numbers and email addresses for paying traffic tickets and scheduling traffic safety school.*

### Document Storage

- *The Facilities and Records Management Bureau Associate Clerk (“Associate”) spent a vast number of labor hours, as the Clerk’s Office Re-entry Captain, attending Cook County and Clerk of the*

# FY2020 Mid-Year Budget Review

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*Circuit Court planning and re-entry meetings. The meetings were held to identify ways for safe re-entry of staff returning to work and customers returning to court.*

- *The Facilities and Records Management Bureau Associate Clerk worked with Cook County and Daley Center management to identify public facing areas within the Clerk's Office where plexiglass would be installed to protect staff from potential exposure to COVID-19 while serving the public.*
- *The Facilities and Records Management Bureau Associate Clerk also worked with Clerk's Office management to coordinate the placement of decals and signs informing customers of the requirements for social distancing while obtaining services from Clerk's Office departments.*
- *The Facilities and Records Management Bureau Associate Clerk and the Records Center Delivery team spent a vast number of hours coordinating the pick-up, inventory and delivery of Personal Protective Equipment (PPE).*

*The Court Automation and Document Storage Special Purpose funds are self-sustaining funds whereby fund balances are carried forward to the next fiscal year. A positive fund balance can be used in a subsequent years to offset any special purpose fund related cost. Therefore, reimbursements received in the special purpose funds for labor costs spent in FY2020 will generate a year-end positive available fund balance that can be used to offset 2021 expenditures.*

*The Clerk's Office will request to transfer any projected 2021 special purpose fund related costs within in the Public Safety Fund to the appropriate Special Purpose fund balance. The transfer of costs out of the Public Safety Fund will reduce the burden and/or deficit within the fund.*

*The available fund balance can be used in FY2021 to assist the Clerk's Office with meeting its FY2021 target within the Public Safety Fund, and possibly enable the Clerk's Office to request for the original preliminary budget request of \$103,687,165.00 to be restored.*

## *Public Safety Fund*

- *The Clerk, along with the Executive and Senior Staff spent hours planning and meeting to discuss the re-entry of the Clerk's Office staff, and customers returning to court.*
- *Meetings were held on Zoom and Microsoft Teams to discuss with staff operational changes needing to be implemented to provide remote services to customers.*
- *Executive and Senior Staff spent time identifying the information programmed on thirty-four cell phones to enable Court Operations staff to provide Clerk's Office contact information to customers. The cell*

# FY2020 Mid-Year Budget Review

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*phones are being used by staff to assist customers who show up without a scheduled in-person meeting. The customer's cell phone number and or email address is obtained and the customer's request is addressed via text and or email, thus minimizing the amount of time customers need to spend within the courthouse.*

- *Procurement and Supply Room staff a vast number of hours ordering, inventorying and issuing PPE supplies to departments across the Clerk's Office. The supplies were issued to essential skeleton crew workers that were required to continue to service customers with emergency orders. PPE was also issued to departments to provide PPE for staff returning to work.*

*The Clerk's Office also plans to request reimbursement for 2020 COVID-19 related costs impacting the Public Safety Fund. The funds will be used to reducing the liabilities outstanding within the fund offsetting deficits within the General Fund.*

# FY2020 Mid-Year Budget Review

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## Offices of the Chief Judge

**Objective:** Update on FY2020 Goals and Objectives, review FY2020 YTD budget, FY2020 year-end projections and operational lessons learned in the midst of the COVID-19 public health crisis.

### I. Update on FY2020 Goals and Objectives

*Current status of goal, provide impact on any key performance indicators*

The Adult Probation Department (APD) has been a key player in criminal justice reform at the state and local level. Accomplishments to date in FY2020 are worthy of special recognition:

- Implementing administrative sanctions in lieu of technical violations adjudicated by the court
- Abolishing intensive probation supervision, and replacing it with EPICS, an evidence based supervision strategy
- Revising policies on drug testing and referral to treatment via a comprehensive review by clinicians from Cook County Health
- Creating the Englewood community reporting site, with wraparound services

The pandemic and resultant modified court operations have brought the court's pretrial services and home monitoring operations to the forefront of importance. Over the past few years, since the implementation of the court's General Order (GO) 18.8A, "Procedures for Bail Hearings and Pretrial Release," both the APD and the Social Service Department (SSD) have been tasked with increasing responsibilities and workloads monitoring clients in pretrial and post-release status. These probation agencies have met these challenges, providing pre-release risk assessment scores and contextual information to bond court judges and supervising defendants post-release in the community while their case is pending in the courts.

With respect to the pre-release caseloads, APD and SSD pretrial staff conducted risk assessments of more than 53,000 defendants in FY2019, representing a 45% increase from about 36,500 the previous year. APD Pretrial Services completed assessments for over 98% of eligible defendants and completed interviews for over 90% of defendants during the year, exceeding goals set by the Illinois Supreme Court and Cook County.

For post-release cases, pretrial officers are responsible for monitoring the conditions of release, which may include reporting to an officer, curfews, and no-contact orders. Officers also notify defendants of upcoming court dates, provide status updates to the court, and connect defendants to resources in the community for behavioral health, housing, and employment. During FY2019, APD's post-release supervision caseloads increased significantly. APD Pretrial Services supervised about 6,200 defendants with active cases on a typical day, an increase of more than 21% from FY2018. In addition, supervision assignments for SSD caseworkers increased from 800 in FY2018 to more than 10,000 last year. Notwithstanding that, APD and SSD Pretrial Services received additional staff for FY2019 and in early 2020, caseload ratios across the county remain above recommended levels.

As noted below, these conditions have been exacerbated by the pandemic. Since mid-March, with referrals from the court's case review process and increases in domestic violence referrals, APD'S caseload of GPS home monitoring has risen by hundreds of cases, creating a staffing crisis in related probation operations. To help meet these challenges, the Department has requested that staff vacancies be filled, but budget cuts have prevented progress.

# FY2020 Mid-Year Budget Review

## II. Year-End Revenue Projections (for revenue generating departments)

Comparison of YTD budget (as of 5/31/2020) vs revenue projections with explanations for major variances and corrective action steps

Revenue	FY2020 YTD Budget	FY2020 YTD Actuals	\$ Variance	% Variance
State of Illinois, Salary Subsidies	\$29,152,899	\$24,876,994	(\$4,275,905)	-14.7%
Public Guardian fees	1,600,000	1,047,774	(552,226)	-34.5%

Many probation and detention positions are partly or wholly subsidized by the State of Illinois. By law, these salary subsidies should include \$1,000 per month for “salary subsidy” positions and 100 percent funding for the salaries of “grants-in-aid” and “pretrial services” positions. In their letter of August 5, 2019, the AOIC announced that the allocation for the probation and court service departments and detention staff for the Circuit Court of Cook County would be \$57,305,799 for the state fiscal year ended June 30, 2020, to fully reimburse currently existing positions in accordance with 725 ILCS 185/33 and 730 ILCS 110/15(4 and 4a). In addition, in their memorandum on September 23, 2019, the AOIC announced that they would increase their allocation for new pretrial positions, by \$414,299 for SSD and \$773,358 for APD. The County budget for the fiscal year was established at \$58,305,799, substantially in excess of the subsidies received for the previous year. So far this year, subsidy revenues are trending under budget due to substantial position vacancies in all three probation agencies and in the JTDC, mostly related to COVID-19 and the resulting budget and hiring restrictions.

However, the court is pleased to announce that last month, the AOIC has agreed to increase subsidies for their fiscal year ended June 30, 2020. They recognize that COVID-19 has significantly slowed hiring across the state and as a result, the state has available funds to reimburse county probation costs. As such, the AOIC has agreed to re-characterize a number of positions from “salary subsidy” to “GIA” status, effective retroactively to the beginning of the year. They have also agreed to expand subsidies to include certain problem-solving court staff. In all, we believe the subsidy increases could amount to \$2-3 million in additional collections. The court is now completing the paperwork necessary to secure the additional funding.

Public Guardian revenues mostly include legal and estate fees charged to their adult clients. Collections to date are substantially less than budget due to COVID-19, as the volume of work has declined and Probate Division hearings for fee petitions have largely halted. Collections for the first three months were largely on target at 97% of budget, but from March to May, collections have fallen to 23% of target. We expect collections to pick up for the remainder of the year, as non-emergency Probate hearings recently resumed.

# FY2020 Mid-Year Budget Review

## III. FY2020 Year-End Expenditure Projections

*Comparison of YTD budget (as of 5/31/2020) vs expense projections with explanations for major variances and corrective action steps*

<b>Operating Expenses</b>	<b>FY2020 YTD Budget</b>	<b>FY2020 YTD Actuals</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Personnel</b>	\$109,159,162	\$104,870,618	\$4,288,544	4%
<b>Contractual Services</b>	7,644,457	4,644,414	3,000,043	39%
<b>Supplies and Materials</b>	1,986,767	1,814,365	172,402	9%
<b>Operations and Maintenance</b>	9,102,134	9,179,706	(77,572)	(1%)
<b>Capital Expenditures</b>	103,488	5,660	97,828	95%
<b>Rental and Leasing</b>	2,167,517	398,091	1,769,426	82%
<b>Contingencies and Special Purposes</b>	(345,202)	10,561	(355,763)	103%
<b>Total</b>	129,818,323	120,923,415	8,894,908	7%

The positive personnel variance to date of about four percent reflects the effects of more than 250 vacant positions, mostly in APD and the JTDC. Vacant position values are sufficient to satisfy the court's payroll turnover obligations that were increased last year by \$1.8 million to about 6.7% overall. These positive trends in personnel costs are reduced somewhat by offsetting negative variances in overtime costs at the JTDC.

The year to date positive variances in the court's impersonal accounts total \$4.6 million combined, or 22.3% of related budget accounts. This variance mirrors the positive variance measured at this time last year, 21.4%, despite the effects of Covid-19 on court activities over the last several months. These trends are not surprising, however, as a large portion of the court's impersonal accounts is not variable with short-term changes in court operations. They include annual charges for the R.J. Daley Center, \$9.7 million; the Dunne building, \$851,000; allocated BOT charges, \$1.4 million; communication allocations, \$850,000; and RMIS system costs at the JTDC, \$610,000. In addition, JTDC operations have continued as before, although the resident population has fallen in conjunction with the court's special detention hearings. There are exceptions, however, and savings in these variable accounts have been considered in the court's budget reduction proposal outlined below.

The large positive variance in professional services mostly relates to savings in jury fees and in services to minors administered through the Juvenile Probation Department, both due to Covid-19 effects. As noted below, these accounts offer opportunities for budget savings.

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## IV. FY2020 Holdback Target

*Did you meet the holdback target identified for your department? If no, explain the factors that were considered when developing your holdback amount.*

<b>Holdback Target</b>	<b>\$17,213,803</b>
<b>Amount of Holdback Achieved</b>	14,643,203

The court has proposed budget reductions in payroll and in various other accounts as noted below totaling \$19,262,852. This amount exceeds the county target of \$17,213,803 above. Unfortunately, a portion of those reductions must be applied to cover *increases* in certain of the court's budget accounts totaling \$4,619,649, mostly related to COVID-19. These increases include JTDC overtime, which has increased due to virus fears, funding that must replace probation and other minor fees, which have significantly declined since mid-March and APD GPS costs, which have increased with jail diversion clients and new domestic violence cases.

The table below provides explanations for the significant variances.

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Description	Budget Reduction	Explanation
Projected payroll surplus, net of deficits	\$ 10,652,349	Represents the effects of all court position vacancies projected through the end of the year, net of projected payroll deficits in the offices of the Public Guardian and the Social Service Department
Juvenile Probation services to minors	3,563,743	Represents 40% reductions in budgets for services to juvenile probation clients, mostly family therapy and Saura Center assignments due to significant reductions in referrals
Jury fees and jury support costs	2,100,957	Includes reductions in jury fees, \$1,381,000, jury food, \$493,952, jury postage, \$226,005. Overall, jury related accounts have been reduced 60% to \$1,418,300.
Fees for counsel representing the indigent	395,000	Reductions in fees for counsel and experts, mostly for the Child Protection Division. Fees have been trimmed slightly by 12% to \$3,000,000. Although charges have been reduced during the slowdown, we expect robust petition activity when the court returns to normal practice
Transportation	364,969	Travel costs are expected to decline substantially in all offices due to lower client interactions and postponement of training.
Medicare	326,893	Medicare charges are expected to decline due to payroll vacancies
JTDC unarmed security contract	295,782	The JTDC's contract for supplemental staffing is expected to decline from \$449,000 to \$153,218, due to contact delays and lower use
JTDC food	220,974	The JTDC food contract costs are expected to decline 13% due to population reductions, from \$1,754,652 to \$1,533,678
Adult cognitive behavioral therapy	145,951	the Adult Probation provision for cognitive behavioral therapy is expected to decline from \$259,388 to \$113,437
Training	118,069	Training costs are expected to decline with travel concerns and other priorities, from \$288,603 to \$170,534
JTDC legal fees	103,770	Legal fees for the JTDC are expected to decline from \$194,000 to \$90,230 based on billings to date
Juvenile Probation wireless	103,667	The Juvenile Probation budget includes charges for wireless devices, laptops, and tablets expected to be widely used in the field. Those deployments have been delayed, resulting in cost savings
OCJ professional services	102,254	Savings are expected in the OCJ professional services due to lower charges associated with exotic interpreters, the state VRI program and community court services, overall from \$1,152,254 to \$1,050,000
Reductions in minor fees	(222,574)	We expect reductions in the collection of minor fees by Social Service, resulting in budget increases which must be replaced with county funding. These include community service fees and DUI victim impact panel fees. Overall credits are expected to decline from \$578,900 to \$356,326
Adult Probation EM	(346,991)	GPS costs have increased substantially with changes in operations. Costs are expected to increase to about \$1,150,000 from \$803,000, but these effects exclude expenses we believe to be reimbursed by CARES fund.
JTDC Overtime	(1,710,942)	Significant budget increases for JTDC overtime are projected based on charges to date, relating to staff shortages, from \$6,150,000 to \$7,860,942
Reductions of probation fee collection credits	(2,339,143)	Represents increases in the budget due to significant declines in probation fee collections which fund probation operations. As a result county operating funds must be used to pay for these services, \$999,092 for Adult Probation and \$1,340,051 for Social Service. Planned credits have been reduced 81% from \$2,857,377 to \$518,234
All other	768,474	All other elements combined, office supplies, books, auto operations, etc.
Budget Reduction Submitted June 22, 2020	\$ 14,643,202	

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## V. FY2020 Contracts

*Please provide a list of your department's existing and anticipated contracts for FY2020 in the format provided below.*

<b>Vendor Name</b>	<b>Contract Purpose</b>	<b>Contract Amount</b>	<b>Contract Start Date</b>	<b>Contract End Date</b>
<b>Northwestern Legal Clinic</b>	Mental health evaluation	\$1,708,600	12/1/17	11/30/20
<b>Heartland Human Care</b>	Staff secure shelter care	4,872,898	2/6/13	1/31/21
<b>Aunt Martha's</b>	Evening reporting centers	6,021,426	10/1/13	11/30/20

The court has many contracts that expire in the next 12 months, many of which are for food, clothing and other products for resident minors at the JTDC. The court has other contracts in process as well. A few of the other notable larger contracts are summarized above.

Several years ago, the court embarked on changing the approach for providing mental health services at Juvenile Court, embracing trauma-informed care, across the spectrum of agencies that provide services. As a result, significant changes are happening there, including Cermak's assumption of mental health care at the JTDC. The clinic contract, which involves mental health assessments for hundreds of minors each year, is part of that effort and, over the past many months, an RFP has been developed to focus their work along the lines of trauma-informed care. The RFP was drafted and is now in the hands of county procurement. Unfortunately, the virus has delayed completion, so we expect to request an extension of the existing contract in the coming months.

The Heartland contract provides temporary shelter care for youth charged in juvenile proceedings and ordered to the Saura Center as an alternative to detention. A new RFP has been drafted and is now in procurement. However, COVID-related delays will likely lead to an extension request.

The Aunt Martha's contract provides evening reporting services for youth in pre/post adjudication status, who are at risk of detention. The centers help the youth meet court mandates, by providing after school structure, meals, tutoring, counseling, recreation, transportation, etc. A new RFP is in process and is in best and final offer status. However, pricing restrictions may lead to an extension request later this year.

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## VI. Capital Equipment Updates

Provide a list of your department's FY2020 capital equipment projects and the status of projects in the format provided below.

Capital Equipment Project	Project Status (Not Started/Started/Delayed/Completed)	If the project is not started, has started or is delayed, please provide an update on the project, reasons for any delays and the expected completion date of the project
1310 – Court Computer Refresh	Started	Due to COVID, funding originally earmarked for computer refresh was appropriated to purchase laptops to support virtual court proceedings and to enable remote work for judges and judicial staff. The remaining funds will be dedicated to server storage. The project overall will be completed by end of FY 2020.
1310 – Jury Administration System	Delayed	Due to COVID, this system is delayed and funding has been deferred to FY2021. The project is expected to be completed by end of FY2021.
1326- Juvenile Probation Case Management System	Started	System is partially live and the full system is projected to go live in Fall of 2020.
1280 – Adult Probation Case Management System	Started	The System is scheduled to go live on September 15, 2020. A robust finance module will now account for every obligation by type. Once checks are issued, the system will reconcile cleared and uncleared checks. Upon go-live, there will be an interface created with the bank (BMO Harris Bank) to automate reconciliation, void, and/or reissue checks. A reporting feature will generate reports, ledgers, and audit logs that will allow the Finance Unit to work more efficiently. The finance module will also generate customized financial correspondence and forms (e.g. receipts, ledgers). The Department identified new benchmarks for the 9/15/2020 go live date, including an additional data migration run; the Illinois State Police interfaces for tracking Sex Offender and Violent Youth Officers; the drug testing interface; training; and modification of the service providers and community service modules. The Department is working closely with cFive to ensure these benchmarks are met to realize the September 15th go live date.

## VII. COVID-19 Operational Impacts

### Circuit Court Operations

On March 17, 2020, as COVID-19 began to emerge as a serious public health threat and appeared to present risk to the health and safety of Cook County residents, Chief Judge Timothy Evans issued General Administrative Order 2020-1 to modify court operations, scaling back non-emergency court proceedings and postponing non-emergency court-related activities that involved human-to-human contact. At the same time, the order ensured access to emergency justice. These actions were taken in conjunction with executive orders issued by the State of Illinois, the City of Chicago and other municipalities, Cook County and the U.S. Centers for Disease Control and Prevention and after close consultation with the Illinois Supreme Court, which issued orders, operational guidelines and recommendations for courts across the state.

General Administrative Order 2020-1 included the following elements:

- Rescheduling non-emergency court cases and court activities
- Reinforcing operations to support emergency matters

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- Employees not essential to emergency courtroom matters required to work remotely
- Suspending enforcement and deadlines for enforcement of eviction orders
- Arranging for remote videoconferencing for court hearings
- Establishing protocols for in-person hearings and teleconferencing
- Rescheduling in-progress matters in the Criminal Division
- Prioritizing special detention hearings for criminal and juvenile matters
- Establishing protocols for remote bail hearings
- Closing Chicago branch court locations and consolidating work at the Leighton courthouse
- Restricting probation staff to client contacts
- Establishing rules for discovery compliant with public health guidelines
- Establishing limitations on grand jury proceedings, suspension of jury trials
- Postponing nonessential in-person meetings, gatherings and travel; such as Marriage Court proceedings, traffic safety school, DUI victim impact panels, parent education, SWAP

The March order implementing modified court operations was subsequently extended until July 6 to provide sufficient time to ensure that courts would operate with maximum public safety. Although modified, the court has been very active over the past four months. All court facilities, except for the Chicago branch locations have been open for business, and more than 100,000 criminal matters have been heard either in-person or remotely during these difficult months.

Meanwhile, throughout the course of the pandemic, the court has been proactive in reducing the populations of the Jail and the JTDC to minimize the risks of the virus to the residents. In Criminal Court, special detention calls were established to hear emergency motions for release, in conjunction with an overall review of all cases, by videoconference. In Juvenile Court, the special videoconference-based arraignment/duty call heard detention review motions for minors held in the JTDC, as well as for minors arrested the night before and held in custody. However, with the onset of the pandemic another Juvenile Justice courtroom was dedicated to hear detention review motions on behalf of minors being held at the JTDC. Effective July 6, with the judiciary returning to expanded schedules, these special custody review calls are now longer necessary. Custody release motions are now heard by the judges presiding over the matters.

On July 6, the court took steps to expand court activities as judges began remote bench trials, triaging cases, settlement conferences, and hearing non-emergency matters, aided by remote-access technology implemented over the past several months. The court has procured hundreds of *Zoom* licenses and has been working with judges to expand remote proceedings, which are now underway.

## **Adult Probation**

Early in the COVID-19 pandemic, national attention was focused on a cluster of infections at the Cook County Jail. Researchers estimated that as many as 15% of infections in Illinois as of April 2020 could be traced to individuals passing through the jail. The Chief Judge's collaborative efforts to reduce the jail population prior to the pandemic with General Order 18.8A, issued late 2017, likely averted even more infections. During the pandemic, the court has made concerted efforts to review the bail status of all defendants in custody at the jail.

The burden of managing defendants released from the jail as the result of the COVID-19 pandemic has fallen on APD's pretrial services, which completes a risk assessment at the time of release and supervises defendants

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ordered to pretrial supervision; and the Home Confinement Unit, which monitors defendants on GPS and EM home monitoring. Consequently, new defendants continue to be added to the GPS program with very few defendants being removed. On March 17 when emergency measures began, there were 673 defendants on GPS. The population doubled by the end of June, to 1,340 defendants. This increased caseload is being monitored by a unit that was already suffering staffing shortages before the pandemic.

APD hired officers in October 2019 and January 2020, with much of the costs of these staff investments been paid by the State of Illinois through increases in statutory salary subsidies. In addition, APD has requested that 12 Home Confinement officer vacancies and 6 pretrial vacancies be filled this Fall, to address the increased pretrial and GPS caseloads. Expected budget cuts will make any such hiring difficult, however.

The pandemic also highlighted the need to enhance virtual supervision of clients, particularly younger clients, through text messages and video calls. APD has budgeted capital funds in FY2021 for the Catalyst module of the case management system being built for APD, SSD and Juvenile Probation (JPD), which has this capacity. A high priority continues to be providing resources for younger clients who are at the highest risk for involvement in violence. APD is engaged in partnerships with the Heartland Alliance READI program as well as Roseland and Little Village Reconnection Hubs to provide mentorship and target the needs of young people disconnected from education and employment.

APD's probation fee credits have declined dramatically in 2020 due to a reduction in collections during in-person meetings with officers. APD is implementing the ability for clients to pay over the telephone with a credit card, which should increase collections.

## **Social Service**

The SSD added additional pre-trial staff early in FY20 to enhance its ability to monitor post-release clients. The pretrial staff has been working throughout the pandemic to support Bond Court seven days a week. Additionally, SSD staff have been attempting to maintain contact with their clients via the phone and the internet. The Fee Unit has continued to collect and record fee payments and the finance staff continue to work on the implementation of SSD's new web-enabled case/fee management system. SSD has worked on resolving gaps identified during the migration and early releases of the application. The department is also poised to purchase the equipment and train staff to complete the AOIC required home visits. SSD secured approval by DBMS to purchase required equipment for this endeavor.

Fee collections are a concern and have declined significantly since mid-March. As a result, fee-based programming will have to be funded by the operating budget. Many of SSD's clients have lost jobs and been unable to find work during the pandemic. SSD anticipates that when these cases are scheduled in court, judges may re-evaluate the amount of fees previously ordered and may reduce or waive fees.

SSD's treatment agency partners have tried to continue work with their clients during the pandemic and are exploring individual counseling sessions to replace group sessions. Cost is a concern however. The Illinois Department of Human Services provided funding to keep pace with the agency's requests for individual treatment, but additional county funding may be necessary in the long-run.

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SSD has retooled numerous business practices over the past few months. Changes have been made to all aspects of policies related to client services from intake through termination, as well as fee collection and cash management.

## **Juvenile Probation**

The JPD continues to endure an approximately decade-long, net decrease in personnel due to staff attrition outpacing any actions to fill vacancies. Indeed, since FY2014, when the last probation officers and non-sworn administrative staff were hired, the JPD's ranks have shrunk at every level, going from 449.5 FTEs in FY15 to 373 FTEs in FY20. During this same period, although the number of children and youth entering the juvenile justice system at the local, state, and national levels has continued to shrink in volume, supervision and treatment have expanded in complexity.

Today, JPD continues its historic role as the formal community-based alternative for justice-involved youth to avoid incarceration in either youth detention or prison facilities. However, some of the young people involved are now older, with significant community exposure to violence and trauma; unaddressed behavioral health, educational, and vocational challenges; and a longer history of contact with law enforcement throughout childhood, including offenses involving firearms and violence towards others. Unfortunately, the challenging work of supporting a young person's positive behavior change and successful exit from juvenile court is often undermined, as they fall victim to tragic violence themselves.

With the assistance of nationally-recognized experts, and in alignment with statewide standards for probation best practices, the JPD has focused on redesigning its case management model and developing broad partnerships with an ever-growing set of aligned partners in behavioral health and social service agencies to provide more comprehensive and protective support to probation-involved youth. Indeed, JPD completed a strategic plan through a competitive grant process in FY19 and incorporated new statewide case management standards both of which necessitated a reorganization of staff in FY20. This reorganization calls for an update of existing staff assignments that the JPD had duly negotiated with the relevant bargaining units and includes the hope of filling a majority of staff vacancies, particularly line officer positions by early this summer. However, the reorganization and related hiring has not occurred and remains delayed due to the pandemic.

Pandemic-related exigencies have now prompted an attenuated and revised implementation of the JPD's strategic plan, reorganization, and contract service collaborations. The case management model that juvenile probation officers utilize is now the primary focus of development because it must now incorporate new technology to support telehealth models of service delivery and participation in court-related proceedings. Community-based partners are similarly revisiting their approaches for engaging youth in a variety of services that address their risks and needs. But despite concerns for the virus, JPD staff remain critical to ensuring that at-risk youth remain connected to homes and communities at precisely a time when secure facilities and other institutions cannot safely house them without increased health risks at a time when our communities are most impacted by the public health and social justice issues of the day.

The JPD needs insulation at every level from ongoing attrition so as to incorporate new practice models that both reflect the lessons learned during the pandemic and the best practices reflected in the strategic plan as aligned with state and national standards and research. This means a hiring plan that minimally ensures continuity of leadership through strategic promotions among shrinking subordinate ranks, and quality

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professional development and data-driven quality assurance. Moreover, the effectiveness of community-based youth corrections is largely dependent on partnerships with community-based assets at both the family and neighborhood levels for which grant funding is critical but inadequate. Thus, contracted services for alternatives to incarceration and clinical services remain necessary to ensure youth success.

The JPD had entered FY20 with a plan that was “right-sized” to meet a challenging workload in support of public safety in a manner that was both efficient and sufficient. The pandemic and national discussions around racial justice and equity have further validated formal investments in community-centered support for young people and JPD’s operational approach and direction represents a credible example of such investments.

## **Forensic Clinical Services**

Health and safety concerns resulting from the pandemic have negatively impacted FCS operations. All in-person clinical examinations of court ordered case and court testimonies have been postponed. Consequently, FCS spent the last three months implementing Video Conferencing (VC) technology in order to conduct remote forensic evaluations. FCS successfully launched this new protocol on June 26, 2020.

While VC evaluations have proven to be reliable and adequate from clinical standpoint, due to several practical and pragmatic issues, this methodology seriously curtails the rate of evaluations required to address a significant backlog of pending cases and new cases. Presently, FCS is utilizing one Zoom account for this purpose and is in process of establishing three additional accounts.

## **Juvenile Temporary Detention Center**

The Juvenile Temporary Detention Center (JTDC) has continued to operate through the COVID-19 pandemic, with the exception of the Nancy Jefferson School, which closed at the order of the state. To ensure public safety, special precautions were taken at the JTDC to protect the residents and staff. All new admissions are screened for evidence of the virus and those with symptoms are not admitted. Those without symptoms are quarantined before being allowed contact with the general population. In addition, most employees were tested for the virus at the facility in April to identify asymptomatic carriers. As a result, to date, there have been only limited incidence of the virus at the center. Meanwhile, special court detention hearings have been held at Juvenile Court to divert residents to probation supervision when safety allows. As a result, the resident population has declined from 206 on March 13, 2020, to 164 as of this writing on July 12, 2020.

Despite population declines, the JTDC struggles with critical staffing challenges due to the pandemic. The 24-hour operation has experienced significant COVID-19 staff absenteeism as it continues to ensure the protection of the constitutional rights of its minor residents. The JTDC leadership has requested hiring into existing vacant positions including YDS positions, to mitigate staffing challenges, but budget cuts have postponed any hiring. The need for new hires, compounded by FMLA, sick leave and other extended leaves, has been an issue for some time and has increased due to the COVID-19 pandemic. As a result, The JTDC will continue to incur high overtime costs, and must rely on the use of unarmed contract security staff to mitigate the staffing shortages.

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## Office of the Public Guardian

The Office of the Public Guardian (PG) faces a number of challenges as we enter the second half of the fiscal year. The PG is planning a web-based client management system for its Juvenile Division to track court proceedings and dockets, placement histories, special needs, contacts, and other information for the PG's 7,000 minor clients. The current AS400-based systems (multiple stand-alone systems that are not integrated) are more than 15 years old, not web-based, and far beyond their functional lifespan, with resultant inefficiencies. The vendor selection process is underway. With the pandemic, it has become increasingly urgent that the office obtain an updated, web-based, integrated case management system so that necessary information can be accessed by staff working remotely. The problem was further highlighted with the power outage at the Juvenile Center in May; staff had no access to information including relevant information for new emergency custody petitions that were filed that day. There is also a level of fundamental procedural fairness, as the Public Defenders and DCFS have robust case management systems that allow them to access critical information remotely.

Another concern is declining revenue due to the pandemic. It has been challenging for PG attorneys to bill estates while working remotely to the same extent as when the courts are open and cases are being actively litigated. When fee petitions are heard regularly again, the estate values of the clients under guardianship, which have been in sharp decline due to the economic downturn caused by the pandemic, will result in lower revenues from fees. Finally, from time to time, the office settles larger cases on behalf of children harmed in foster care and on behalf of seniors with disabilities who were financially exploited, which generate larger fees. With cases not moving, defendants do not have an incentive to settle and, in fact, have not been working toward settlement on these cases

Finally, the office is concerned about the ability to appropriately staff cases when the courts expand operations. New cases in Juvenile Court have skyrocketed despite the pandemic. At the end of May 2019, 518 new abuse/neglect petitions had been filed in Cook County that year. At the end of May 2020, filings totaled 832, an increase of 42%. When the courts expand operations, there will be a months-long backlog of cases to address. Further, as has been widely reported in the news media, although filings in Juvenile Court are up, reports of child abuse to DCFS have been down by about 50% during the pandemic, even though families have been sheltering at home under stressors associated with increased incidents of abuse and domestic violence, such as worries about work, health, and money. This is because many children are not being seen by teachers, doctors, and other mandated reporters. Experts warn that there is a large group of abused children currently not known to authorities who will be entering the courts once they fully reopen. On the Adult Guardianship side, the same is true with respect to elder abuse and seniors who are isolated in the community and need help but who, as of yet, are unknown to authorities.

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## VIII. FY2021 Preliminary Forecast

*Provide preliminary ideas of how your department is planning to meet your budget target for FY2021.*

<b>FY2021 Budget Target</b>	<b>\$242,410,624</b>
<b>FY2020 Approved Budget</b>	<b>265,902,320</b>
<b>Budget Cut Requested</b>	<b>23,491,696</b>

There is no doubt that a budget cut of 9.05% or \$23.5 million will be extremely challenging, especially in the midst of the changes and uncertainties posed by the COVID-19 pandemic. While the court is beginning to recognize likely savings that will be realized next year in certain areas, such as jury services and supplies, we expect that they will be more than offset by additional costs that the court must face as a result of the pandemic and otherwise in a number of areas: salaries and healthcare for employees, reduced credits due to falling probation collections, new requirements for PPE supplies, rising needs for community court and juvenile programming, and increasing demands for adult monitoring to name just a few. Nevertheless, the court is reviewing its options for the submission due July 24. At this point, all are under consideration.