

JO DAVIESS COUNTY PROBATION DEPARTMENT
330 N. BENCH STREET, SUITE 109
GALENA, IL 61036
PHONE: (815) 777-0356 FAX: (815) 777-8690
EMAIL: probation@jodaviess.org

FREEDOM OF INFORMATION ACT POSTING

The purpose of the Freedom of Information Act ("FOIA") is to ensure that all persons are entitled to full and complete information regarding the affairs of government, and the official acts and policies of those who represent them as public officials (5ILCS 140/1). Pursuant to FOIA, the following information is made available to the general public:

BACKGROUND INFORMATION

PURPOSE: The Jo Daviess County Probation Department is responsible for supervising adult and juvenile offenders by monitoring their compliance with court imposed conditions and by providing services and programming to the offender, thereby enhancing public safety and reducing the incident and impact of crime in the community.

EMPLOYEES: The Jo Daviess County Probation Department employs six full-time employees.

BUDGET: The total operating budget for the Jo Daviess County for the Fiscal Year 2015 is \$435,338.00.

BOARDS: The Jo Daviess County Probation Department is an employee of the Chief Judge of the 15th Judicial Circuit and reports to the Jo Daviess County Board and the Jo Daviess County Law and Courts Committee. A listing of committees and committee members is attached as Exhibit 2.

PROCEDURE FOR REQUESTING RECORDS

FOIA REQUESTS: Any person may request public records for inspection or copying by completing and submitting a Request For Public Records form via U.S. Mail, E-mail, Facsimile or in person; or by any written or verbal request to any of the below designated FOIA Officers. Responses will be sent in the designated time periods allowed for all FOIA requests in accordance with the procedures set forth in FOIA and all or applicable federal and state laws.

JO DAVIESS COUNTY PROBATION DEPARTMENT
330 N. BENCH STREET, SUITE 109
GALENA, IL 61036
PHONE: (815) 777-0356 FAX: (815) 777-8690
EMAIL: probation@jodaviess.org

FOIA OFFICERS: All FOIA requests to the Jo Daviess County Probation Department should be given to one of the following FOIA Officers:

Jamie Watson – Director
Linda Kern – Administrative Assistant
Kyle Cox – Probation Officer
Kim Montgomery – Probation Officer
Sharon Gillip – Probation Officer

330 N. Bench St.
Galena, IL 61036
Telephone: 815/777-0356
Facsimile: 815/777-8690
E-Mail: probation@jodaviess.org

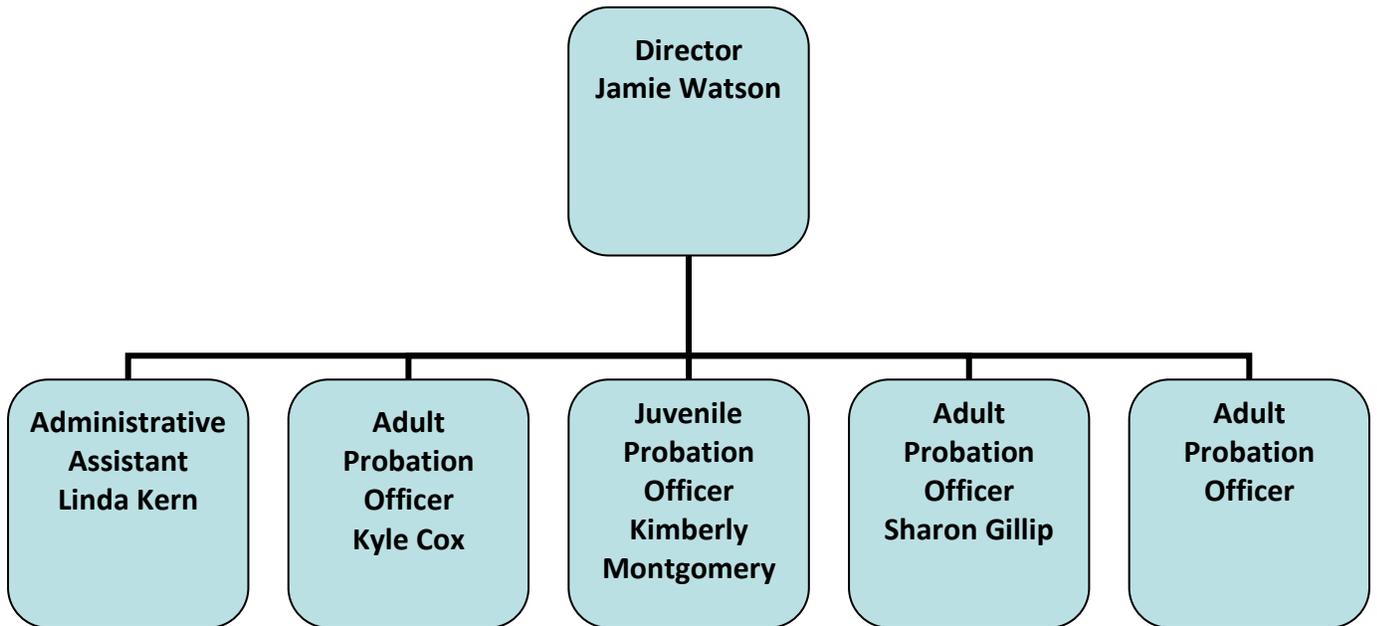
COPY COSTS: Except when a fee is otherwise fixed by statute, the Jo Daviess County Probation Department will charge the following rates for copies of requested records:

TYPE OF DOCUMENT	FEE
Black and white, letter or legal sized copies	No charge for the first 50 pages and 15 cents per page thereafter

JO DAVIESS COUNTY PROBATION DEPARTMENT
330 N. BENCH STREET, SUITE 109
GALENA, IL 61036
PHONE: (815) 777-0356 FAX: (815) 777-8690
EMAIL: probation@jodavieess.org

EXHIBIT 1

**Jo Davieess County Probation Department
Organizational Chart**



JO DAVIESS COUNTY PROBATION DEPARTMENT
330 N. BENCH STREET, SUITE 109
GALENA, IL 61036
PHONE: (815) 777-0356 FAX: (815) 777-8690
EMAIL: probation@jodaviess.org

EXHIBIT 2

Jo Daviess County Probation Department Boards & Committees

COUNTY BOARD LAW & COURTS COMMITTEE

- RJ Winkelhake, Chairperson
- Bill Bingham, Vice-chair
- Terry Stoffregen,
- Brandon Behlke
- Gerald Bennett
- Don Zillig
- Ron Smith, County Board Chair

JO DAVIESS COUNTY PROBATION DEPARTMENT
330 N. BENCH STREET, SUITE 109
GALENA, IL 61036
PHONE: (815) 777-0356 FAX: (815) 777-8690
EMAIL: probation@jodaviess.org

**CATEGORIES OF RECORDS MAINTAINED BY
THE JO DAVIESS COUNTY PROBATION DEPARTMENT
THAT MAY BE PRODUCED PURSUANT TO
ILLINOIS FREEDOM OF INFORMATION ACT (FOIA) REQUESTS**

Probation Records are excepted from the general disclosure requirements of FOIA because the Probation and Probation Officers Act specifically prohibits disclosure of probation records except pursuant to order of the court and expressly states that probation records are not public records.

The following categories of records under the possession and control of the Jo Daviess County Probation Department may be made available for production or inspection, subject to exemption, upon request pursuant to the Illinois Freedom of Information Act (FOIA):

- Organizational chart for the Probation Department
- FOIA requests/responses
- Monthly Statistics
- Annual Plan
- Annual Reports