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 2020 is $429,284.

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

Jamie Watson – Chief Managing Officer
Linda Kern – Administrative Assistant
Vacant – Probation Officer
Kim Montgomery – Probation Officer
Sharon Gillip – Probation Officer
Justin Bauer – Probation Officer

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:

<table>
<thead>
<tr>
<th>TYPE OF DOCUMENT</th>
<th>FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Black and white, letter or legal sized copies</td>
<td>No charge for the first 50 pages and 15 cents per page thereafter</td>
</tr>
</tbody>
</table>
EXHIBIT 1

Jo Daviess County Probation Department
Organizational Chart

Chief Managing Officer
Jamie Watson

- Administrative Assistant
  Linda Kern
- Adult Probation Officer
  Vacant
- Juvenile Probation Officer
  Kimberly Montgomery
- Adult Probation Officer
  Sharon Gillip
- Adult Probation Officer
  Justin Bauer
EXHIBIT 2

Jo Daviess County Probation Department
Boards & Committees

COUNTY BOARD LAW & COURTS COMMITTEE

- Bill Bingham, Chairperson
- Steve Allendorf, Vice-chair
- Lucas Bourquin
- John Korth
- LaDon Trost
- Don Zillig
- Scott Toot, County Board Chair
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