

RESOLUTION - SUPERMAJORITY

Resolution Authorizing ISS iJustice Annual Support and Maintenance FY 2024-25 Budget (41)

WHEREAS, the iJustice case management software (R1) was developed for the 22nd Circuit Court and Clerk of the Circuit Court for the purposes of allowing data sharing of files and eliminating duplicate work processes; and has been in use in the McHenry County Circuit Clerk's office since May 4, 2009; and

WHEREAS, the iJustice case management software (R1) Circuit Clerk's Office, (R2) Court Services, and (R3) Specialty Courts has been in use in McHenry County since May 4, 2009, February, 2010 and October, 2011 respectively with over 600 users in the McHenry County Court System; and

WHEREAS, the McHenry County Circuit Clerk and 22nd Judicial Circuit Court have benefited from an automated case management system, giving the Circuit Clerk and Court System additional operating efficiencies that have allowed for personnel reductions in the Circuit Clerk's office of 21.35 FTE over the past 14 years, at a personnel cost savings of over \$1.3 million annually; and

WHEREAS, the McHenry County Circuit Clerk and 22nd Judicial Circuit Court's use of iJustice creates a more efficient court system and is in direct alignment with the McHenry County Strategic Plan Organizational Advancement Goal 1: Identify strategies to enhance integration, coordination, communication, and information-sharing between County-wide departments; and

WHEREAS, the Circuit Clerk's current support & maintenance contract addendum with Integrated Software Specialists, Inc., for the support and maintenance of the iJustice software covers years 2021 through 2026; and

WHEREAS, the Law and Government and Finance and Audit Committees have reviewed the said request.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois that it hereby authorizes the McHenry County Circuit Clerk to pay annual support and maintenance to Integrated Software Specialists, Inc., 1251 N. Plum Grove Road, Suite 105, Schaumburg, IL 60173, for the iJustice case management software, at a cost not to exceed \$390,000 annually in fiscal year 2024-2025, based upon satisfactory performance by the vendor; and

BE IT FURTHER RESOLVED, by this County Board of McHenry County, Illinois, that \$180,000 of said costs will be covered by Dept. 41, Fund 372, Main Account 432100 (Circuit Clerk Court Automation Fund - Computer Software Support & Maintenance), \$120,000 from Dept. 41, Fund 371, Main Account 432100 (Court Document Storage - Computer Software Support & Maintenance), \$50,000 from budget line item Dept. 41, Fund 370, Main Account 432100 (Support Collection Service Fee Fund - Computer Software Support & Maintenance), and \$40,000 from budget line item Dept 41, Fund 374, Main Account 432100 (Electronic Citation Fund – Computer Software Support & Maintenance); and

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Clerk of the Circuit Court; the Chief Judge of the 22nd CircuitClk-2025-005

Circuit; the 22nd Circuit Court Administrator; the County Auditor; the Chief Financial Officer; and the County Administrator.

DATED at Woodstock, Illinois, this 15th day of April, A.D., 2025.

Michael Buehler, Chairman
McHenry County Board

ATTEST:

Joseph J. Tirio, County Clerk

RESOLUTION

SUBJECT: Resolution Authorizing ISS iJustice Annual Support and Maintenance FY 2024-25
Budget (41)

Board / Committee Action Requested:

The attached Resolution is for payment of annual support & maintenance on the Circuit Clerk's iJustice case management software for the McHenry County Circuit Clerk, Court Services and 22nd Judicial Circuit Specialty Courts.

Background and Discussion: In 2007, the prior Circuit Clerk contracted with ISS (Integrated Software Specialists, Inc.) to develop a custom case management software package for the McHenry County Circuit Clerk's office. This project was completed in 2009, with iJustice software going live in the Circuit Clerk's office on May 4, 2009. At that time a 6-year support & maintenance contract was signed with ISS due to the new case management software being mission-critical to the operation of the Circuit Clerk's office and the entire court system. iJustice has more than 600 users including the Circuit Clerk's Office, Court Administration & Judges, Court Services and Specialty Courts who are entering data daily, along with the State's Attorney, Public Defender, Sheriff, Corrections, municipal police departments, private attorneys and public who are using the system for viewing documents and importing data.

When the Circuit Clerk went live with iJustice in 2009, it replaced a computer system that had been in use by the Circuit Clerk for almost 20 years, offering many new advancements in processes and efficiencies. During the 16 years since the Circuit Clerk system (R1) went live, a Probation system (R2) was added, which went live in January 2010, and later a Specialty Court system (R3), which went live in October, 2011. In addition to those systems, integrations have been made with document management (OnBase), E-Citations, E-Filing (eFileIL & i2File), Electronic Order of Protections, Electronic Warrants, State's Attorney and Public Defender case management systems, Electronic Criminal Sentencing Orders, and Approach the Bench, which are a large group of integrated programs that use the data provided by the iJustice case management system.

There have been two addendums to the original contract, one five-year support and maintenance addendum which was signed with Integrated Software Specialists, Inc. (ISS) in 2015, which covered annual support and maintenance on the iJustice software through 2020, and a second addendum signed in 2021, which covers support and maintenance through 2026.

Impact on Human Resources: The Circuit Clerk's office has been able to reduce staff by 21.35 FTE over the past 14 years, largely due to efficiencies gained from our increased use of technology. iJustice and the Circuit Clerk's work with ISS has been at the forefront of this increased technology use. We can work more efficiently and accomplish more work with less

employees due to our increased use of technology, at minimally a personnel cost savings of over \$1.3 million annually.

Impact on Budget (Revenue; Expenses, Fringe Benefits): iJustice support & maintenance costs are budgeted annually from the Court Automation Fund (Fund 372), Court Document Storage Fund (Fund 371), and Support Collection Service Fee Funds (Fund 370). The Circuit Clerk has included budget in these funds FY 2024-25 budget to cover iJustice support & maintenance.

Court Automation Fees are authorized under the *Criminal and Traffic Assessment Act* (705 ILCS 135/10-5(d)(1)) and range from \$5 to \$20 per case. They are assessed on all traffic, ordinance, misdemeanor, felony and civil case types, for deposit in the Court Automation Fund for use to establish and maintain an automated record keeping system for the Courts. The fund is administered jointly by the Circuit Clerk and Chief Judge. Court Document Storage Fees are authorized under the *Criminal and Traffic Assessment Act* (705 ILCS 135/10-5(d)(2)) and range from \$5 to \$20 per case. They are also assessed on all traffic, ordinance, misdemeanor, felony and civil case types, for deposit in the Court Document Storage Fund for use to establish and maintain a document storage system for the Courts. The fund is administered by the Circuit Clerk. Support Collection Service Fees are authorized under 705 ILCS 105/27.1A(BB)(4) and are \$36 annual fees assessed against payers of child support and/or maintenance. This fund is administered by the Circuit Clerk.

The current agreement addendum has an annual support amount that was negotiated between ISS, the Circuit Clerk, the 22nd Circuit Chief Judge and Court Administrator of \$390,000 for 2024-2025.

The iJustice support and maintenance expense is budgeted in the Circuit Clerk's 2024-25 budget with \$180,000 covered by Fund 372, Dept. 41, Main Account 432100 (Circuit Clerk Court Automation Fund - Computer Software Support & Maintenance), \$120,000 from Fund 371, Dept. 41, Main Account 432100 (Court Document Storage - Computer Software Support & Maintenance), \$50,000 from Fund 370, Dept. 41, Main Account 432100 (Circuit Clerk Support Service Fee - Computer Software Support & Maintenance), and \$40,000 from Fund 374, Dept 41, Main Account 432100 (Electronic Citation Fund – Computer Software Support & Maintenance).

Impact on Capital Expenditures: None

Impact on Physical Space: None

Impact on Other County Departments or Outside Agencies: iJustice case management software does have impact on not only the Circuit Clerk's office and the Courts, but it also impacts all other Justice agencies within the Courthouse, in addition to all members of the legal community who use the information entered in iJustice to track cases and represent clients, and to members of the community who are users of the court system. The 600+ users of iJustice rely on the information in iJustice to efficiently operate the court system and administer justice. Support and maintenance of the iJustice software is key to the efficient operation of the court system in McHenry County.

Conformity to Board Ordinances, Policies and Strategic Plan: The original agreements negotiated with ISS (see attached) were negotiated with the assistance of the State's Attorney and outside counsel hired by the State's Attorney that specialized in software contracts. The Support Extension Agreements (also attached) were also reviewed by the State's Attorney. It

was determined by the State's Attorney that the support & maintenance contract for iJustice did not need to be bid, since it is proprietary software that was developed specifically for McHenry County which can only be supported by ISS.

The Circuit Clerk and Court's use of iJustice case management software directly aligns with the McHenry County Strategic Plan Organizational Advancement Goal 1: *Identify strategies to enhance integration, coordination, communication, and information-sharing between County-wide departments.*