

AGENDA

Minutes of the Public Safety Committee of the Village of Willowbrook, which was held on April 8th, 2013 at 6:00 p.m. at the Village Hall, 7760 Quincy Street, in the Village of Willowbrook, DuPage County, Illinois.

CALL TO ORDER

The meeting was called to order at 6:00 p.m.

ROLL CALL

Those present at roll call were Chief Mark Shelton, Deputy Chief Mark Altobella and Trustee Terry Kelly.

1. Reviewed the March 11th, 2013 Public Safety Committee Meeting Minutes.
The Committee approved the March 11th, 2013 Meeting Minutes.
2. Reviewed the Weekly Press Releases – Information.
3. Reviewed the Overtime Report for 03/04/2013-03/31/2013 - Information.
Chief Shelton advised of an increase in shift coverage overtime for the 3:00 p.m. – 11:00 p.m. shift due to an off-duty injury sustained by Officer Chavez-Jimenez.

Chief Shelton advised the Committee that shift coverage overtime will also increase for the month of May and June due to non-duty related procedures for Officer Gaddis and Officer Handzik.
4. Reviewed the Monthly Offense Summary Report for March - Information.
5. Reviewed the Monthly Expenditure Report for March – Information.
6. Reviewed the V.A.P. (Victim Assistance Program) follow-up call responses for March.
7. Reviewed the Letter(s) of Recognition and Appreciation – Information.
 - Officer Dave Gaddis
 - Officer John Handzik
 - Officer Mark Long
 - Officer Ted Kolodziej
 - Officer Scott Eisenbeis
 - Detective Michelle Strugala
 - Detective Lauren Kaspar
8. DISCUSSION ITEMS
 - Cadet Conference Dates
Chief Shelton advised the Committee that the Cadets' State Conference is scheduled for August 2013 in Springfield, Illinois. The Committee was advised that in order for the Cadets to participate in the conference that Cadet Advisors are mandated to attend. This will result in an increase to the shift coverage overtime. The Chief advised that the Cadets contribute numerous hours to the Police Department as well as to the Community of Willowbrook and feel this would be a great opportunity for the Cadets to compete in the competition. The Committee was in agreement with Chief Shelton. Chief Shelton advised he will work with the Cadet Advisors to minimize overtime by using Comp Time and

switching days off to best accommodate the scheduling.

- Update – New Patrol Officer
Chief Shelton advised the Committee that the new recruit Patrol Officer started the Suburban Law Enforcement Academy on April 8th, 2013.
- Recent Arrests
Deputy Chief Altobella informed the Committee of recent arrests of suspects involved in a “pick pocket” ring. Deputy Chief Altobella advised that the cooperation with Target and their Loss Prevention Officers helped to apprehend the suspects.
- Update – New Report Writing System
Chief Shelton advised the Committee that the CAPERS report writing/records management system has been installed, training is being conducted and the system is scheduled to go live on April 9th, 2013.
- Scheduling
Chief Shelton advised the Committee that Officers’ shifts have been changed, days off have been changed and the Detectives have been scheduled to work weekend shifts in an attempt to maintain shift coverage. Even with the revised schedule, there will still be shift coverage overtime.

9. VISITOR’S BUSINESS*

None

10. ADJOURNMENT

The meeting was adjourned at 6:26 p.m.

* VISITOR'S BUSINESS (Public comment is limited to three minutes per person on agenda items only).

NEXT MEETING SCHEDULED MAY 13TH, 2013 AT 6:00 P.M.