

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF POLICE COMMISSIONERS HELD ON JANUARY 23, 2015 AT THE VILLAGE HALL OF THE VILLAGE OF WILLOWBROOK, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

The meeting was called to order by Chairman Schuler at the hour of 7:00 a.m.

2. ROLL CALL

Those present at roll call were Chairman William Schuler and Commissioner Joseph Heery. Also present were Chief of Police Mark Shelton, Village Administrator Tim Halik, and Recording Secretary Cindy Stuchl.

ABSENT: Secretary Stephen Landsman.

A QUORUM WAS DECLARED

3. VISITORS' BUSINESS

None presented.

4. OMNIBUS VOTE AGENDA

- a. Minutes - Regular BOPC Meeting - September 19, 2014 (APPROVE)

MOTION: Made by Commissioner Heery, seconded by Chairman Schuler, to approve the Omnibus Vote Agenda as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

5. COMMUNICATIONS

Administrator Halik advised that the move to the new Village Hall offices should occur sometime in February. Conceptual designs are currently being pursued for the renovation of the current Village Hall to entirely house the Police Department.

6. UNFINISHED BUSINESS

None presented.

7. NEW BUSINESS

a. Discussion - Patrol Officer Testing

Chief Shelton advised that the testing procedures using I/O Solutions has gone extremely well. A total of 168 applications were purchased, 134 were turned in, and 115 should be in attendance at Saturday's testing. Chief Shelton stated that the only other police department hosting a patrol officer test on the same day is Oak Brook Terrace.

Chief Shelton stated that he had received emails from applicants questioning if the department will be hiring or just establishing a list. Chief Shelton advised that he is anticipating 1 - 3 applicants will be hired off this list due to retirements.

When the test is being issued, I/O Solutions will be voluntarily asking for age, gender, and location. This will help to satisfy a CALEA requirement.

Some applicants also stated that they will not be receiving their transcripts until after the testing process and questioned if they would still qualify to test. Chief Shelton advised that there is no guarantee that the applicant will graduate so the applicants were told they would not qualify.

b. Update - Probationary Officers

Chief Shelton advised that Officer Jose Lopez should be coming of his probationary period in about six months. Officer Lopez has already received numerous letters of appreciation from the community and other departments. He has been extremely helpful in translating for Willowbrook and other neighboring departments.

Officer Christine Danan has been on her own since the first week in January and is doing very well.

Officer Eric Babczak is currently in the FTO program and working on the Midnight shift. Officer Babczak is doing very well and will probably finish the FTO program early.

Officer James Martino is also doing very well on his FTO program and is currently scheduled to the Afternoon shift.

Chief Shelton advised that two current officers have been sent to FTO Training school to allow the more rotation with the new officers during the FTO program portion of training.

8. ADJOURNMENT

MOTION: Made by Commissioner Heery, seconded by Chairman Schuler, to adjourn the meeting at the hour of 7:13 a.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

March 20 , 2015

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Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.