

AGENDA

Minutes of the Public Safety Committee of the Village of Willowbrook that was held on March 14th, 2016 at 5:30 p.m. at the Willowbrook Police Department, 7760 Quincy Street, in the Village of Willowbrook, DuPage County, Illinois.

CALL TO ORDER

The meeting was called to order at 5:30 p.m.

ROLL CALL

Those present at roll call were Chief Mark Shelton, Deputy Chief Robert Schaller, Chairman of the Public Safety Committee Terrence Kelly, and Trustee Sue Berglund.

1. Reviewed the February 8th, 2016 Public Safety Committee Meeting Minutes.
The Committee approved the February 8th, 2016 Public Safety Committee Meeting Minutes.
2. Reviewed the Weekly Press Releases – Information.
3. Reviewed the Overtime Report for 02/01/2016-02/28/2016 - Information.
4. Reviewed the Monthly Expenditure Report for February 2016 – Information.
5. Reviewed the Monthly Offense Summary Report for February 2016 - Information.
Both Committee Members complimented on the content and the information that was provided on the new S.W.C.D. Offense Summary report.
6. Reviewed the Letter(s) of Recognition and Appreciation – Information.
 - Sergeant Chris Drake
 - Officer Nick Volek
 - Officer Jose Lopez
 - Officer Scott Eisenbeis
 - Officer Othello Rosal
7. DISCUSSION ITEMS
 - Update on DUCOMM transfer.
The Committee was advised on the progress of the DuComm transfer. Deputy Chief Schaller explained the upgrades and programming of the computers. He also discussed BASECAMP which is an online chalkboard that is used by DuComm. Agencies can log into the BASECAMP program to view/update their information and monitor the transfer process. The projected switch over date is 4/27.
 - New officers' completion of F.T.O.
The Committee was given an update on Officer Rosal and Officer Herrera. Both Officers will complete the (16) week F.T.O. program on 3/28.
 - Upcoming police schedule.

Chief Shelton provided an overview of the upcoming schedules. Range Qualification is scheduled for 5/10. Individual employee evaluations are due on 4/11. New recruit Huntley will graduate the police academy on 3/31 and there will be a Detective re-assignment on 5/2. The Committee was advised that Officer Robles will be assigned to light duty beginning 3/21.

Deputy Chief Schaller explained the upcoming logistics that will be involved with our temporary move into the 825 Midway Drive building. Window privacy and security of the exterior of the building were discussed. The actual moving of furniture and coordinating that with the operations procedures will be a task, especially with phones and computer transitions. The target date will be the first week of May.

8. * VISITOR'S BUSINESS (Public comment is limited to three minutes per person).

None

9. ADJOURNMENT

The meeting was adjourned at 5:51 p.m.

NEXT MEETING SCHEDULED APRIL 11TH, 2016 AT 5:30 P.M.