

## A G E N D A

Minutes of the Public Safety Committee of the Village of Willowbrook, which was held on October 10, 2011 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 Paul Oggerino, Trustee Terrence Kelly and Chairman of the Public Safety Committee Dennis Baker.*

1. Approved the September 12<sup>th</sup>, 2011 Meeting Minutes.
2. Reviewed the weekly Press Releases.
3. Reviewed the Overtime Report for 08/22/2011 – 09/18/2011.  
*The Committee raised questions about overtime amounts. The Committee was advised there were 78-50 hours in Holiday Time and an increase in overtime for Shift Coverage as a result of the recent retirements.*
4. Reviewed the V.A.P. (Victim Assistance Program) follow-up call responses.
5. Reviewed the Monthly Offense Summary Report for September.
6. Reviewed Letter(s) of Recognition and Appreciation.
  - Chief Mark Shelton
  - Detective Mark Altobella
  - Detective Michelle Strugala
  - Officer Lauren Kaspar
  - Secretary Lori Rinella
  - Secretary Laurie Schmitz
7. DISCUSSION ITEMS
  - Future computer programs review  
*The Committee discussed the future computer programs for Records Management, Report Writing and CJIS. The Committee was advised that the secretaries are going to other jurisdictions to research and observe their systems.*
  - Live Scan demo  
*The Committee was advised that (2) LiveScan demos were held at the Police Department and that other scanners will be reviewed at the upcoming IACP Conference. The Committee was also advised that a LiveScan system will be purchased in the near future.*
  - Recent Incidents / Arrests

- Update on BOPC meeting Sergeants test procedure  
*The Committee discussed (2) organizations (Resource Management & Dr. Selvig) conducting the next Sergeants' test. Approved by BOPC and will wait until next testing to use such. The Sergeants' test will be conducted at a later date.*
- DOCVIEW follow-up established
- Retail business crime prevention mailing  
*The Committee was advised that the Police Chief sent out letters to all businesses to offer an open meeting or discussion on crime prevention topics for them to be aware of theft and economic issues that may impact their businesses.*

*The Committee was advised that there will be a Veterans Appreciation Ceremony at the Lake Hinsdale Village Clubhouse on November 11<sup>th</sup>, 2011.*

8. VISITOR'S BUSINESS\*  
*None*

9. ADJOURNMENT  
*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 for November 14, 2011 at 6:00 p.m.