

A G E N D A

Minutes of the Public Safety Committee of the Village of Willowbrook, which was held on December 12, 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, Chairman of the Public Safety Committee Dennis Baker and Trustee Sue Berglund.

1. Reviewed the November 14th, 2011 meeting minutes.
The Committee approved the November 14th, 2011 meeting minutes.
2. Reviewed the weekly Press Releases.
3. Reviewed the Overtime Report for 10/17/2011 – 11/13/2011.
4. Reviewed the V.A.P. (VICTIM ASSISTANCE PROGRAM) follow-up call responses.
5. Reviewed the Monthly Offense Summary Report for November.
6. Reviewed the Monthly Expenditure Report for November.
7. Reviewed letter(s) of Recognition and Appreciation.
 - Chief Mark Shelton
 - Detective Michelle Strugala
 - Secretary Laurie Schmitz
 - Secretary Cindy Stuchl
8. DISCUSSION ITEMS
 - Officer In Charge (OIC's)
Chief Shelton asked the Board their view of the OIC rotation scheduling for the upcoming 2012 – 2013 year. Chief Shelton related he had spoke about having (3) OIC's with the retirement of past Commanders. After subsequent Board meetings the Chief was advised by Village Administrator Tim Halik that the Board wanted to have several Officers act in the O.I.C. capacity. Chief Shelton advised the Committee that there is a pension issue to keep in mind and information from the Department of Insurance would also need to be researched to determine the period of time which would be considered a no pension payment. Chief Shelton was in a quandary as to having qualified O.I.C. personnel, and considering liability factors for the Village Police Department, having certain Officers as O.I.C.'s. Trustees were to speak with Village Administration and Chief Shelton to further discuss this subject.
 - Cogent LiveScan Purchase
The Committee discussed the purchase of the LiveScan equipment and the different features it offers. All Trustees were very favorable with decision of Chief Shelton to purchase the equipment and the budgetary considerations which were considered.

- Department Renovation (Patrol Room)
Trustees were advised that the Police Department has received (3) separate quotes for the cost of renovation of the Patrol Squad Room and the Front Office area. The department is in need of some updates and some areas of the tile are a safety issue with cracked and broken tile areas. Trustees were advised that funds for the work would come from the Federal Asset Forfeiture Fund, and would not impact the budget.
- STARCOM Update (Consollettes)
The Committee was advised that the STARCOM system is scheduled to be up and running by May 2012. This is all dependent on ETSB and Motorola completing the networking and installation. The Consollettes will probably be placed at C.H.F.D. instead of S.W.C.D. This should allow for a quicker installation and avoid any possible installation delay by S.W.C.D.
- Federal Forfeiture Fund (Future Purchases)

Chief Shelton discussed that the part-time clerk position needs to be filled. With the resignation of Kelly Strumillo over a month ago, the workload calls for an immediate need. In addition, the current part-time clerk, Mel Segó, will be going off on a medical leave which will enhance the immediate need to hire someone. Trustee Baker related to move forward. Chief Shelton related he would bring it to Village Administration to begin.

Discussion was on recent S.W.C.D. portable radio issues. It was related that Chief Shelton, Deputy Chief Oggerino and the Burr Ridge Police Chief met personally with S.W.C.D. Director Shanley to discuss the issue. All issues were discussed and later an e-mail from Director Shanley was received indicating that all radio issues will be noted and all Chiefs and Shift Supervisors will be notified a.s.a.p. of any radio problems by S.W.C.D. personnel.

Trustees were advised that tobacco checks were conducted and licensed vendors were all found to be in compliance.

9. VISITOR'S BUSINESS*
None

10. ADJOURNMENT
Meeting was adjourned at 6:20 p.m.

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

NEXT MEETING SCHEDULED FOR JANUARY 9, 2011 AT 6:00 P.M.