

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF POLICE COMMISSIONERS HELD ON July 30, 2010 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 7:01 a.m.

2. ROLL CALL

Those present at roll call were Commissioners William Schuler, Stephen Landsman, and Joe Heery. Also present was Chief of Police Mark Shelton.

A QUORUM WAS DECLARED

3. INTRODUCTION OF NEW COMMISSIOER - JOE HEERY

Chief Shelton introduced Mr. Joe Heery as the newest member of the Commission. Mr. Heery gave a brief description of his background.

4. DISCUSSION - TRAINING OF NEW COMMISSIONER

Chief Shelton advised that a mandatory training session is required for Mr. Heery as a new Commissioner. This process is conducted by Mr. Dave Christiansen of Police Consultants, Inc (PCI). Chief Shelton advised Mr. Christiansen that previous training sessions were very long and time consuming. Mr. Christiansen agreed to decrease the training session from a 6-hour session to a 2-hour session. The Commission requested that the sessions be a 1-hour session since most of the information is not applicable to them. Chief Shelton will contact Mr. Christiansen and inform him of such and will set up a schedule for training which will be conducted at the Village Hall.

5. DISCUSSION OF POLICE TESTING

The Committee discussed the Commissions responsibilities during the Oral Interview process.

Chief Shelton advised the previous Police Eligibility List expired in January 2010. The Commission discussed the police testing process. Chief Shelton will begin the application process.

Chief Shelton asked the Commission if they wanted to change the eligibility requirements for a police officer to include individuals who have served in the Armed Forces. As it stands now, an applicant must have either a 4-year accredited college

degree or a 2-year accredited college degree and 2 years police experience (must have a police officer certification). Chief Shelton asked the Commission if they wanted to include any person who has served in the Armed Forces.

After a discussion, the Commission agreed that the current procedure should stay in place unless the Chief of Police or the Village Board wants to change the requirements. They believe that we have gotten quality officers out of the current requirements and with these stricter requirements; we are able to be more selective with the applicants.

Chief Shelton informed the Commission that he has changed the General Orders to include that no police officer will be allowed to have any tattoos below the elbows and cannot be of a derogatory or offensive in nature. In the event an officer has a tattoo below the elbow, it must be covered by a long sleeved shirt. Chief Shelton will include this information in the application packets.

The Commission requested Chief Shelton include in the Board of Police Commission's agenda packets letters of appreciation and thank you letters that officers receive. Chief Shelton will also include a summary of the Victim's Assistance Program, where a police secretary calls victims of reported crimes and asks them to rate their level of satisfaction with the police department. So far, all responses have been extremely positive.

6. ADJOURNMENT

MOTION: Made by Commissioner Schuler, seconded by Commissioner Landsman, to adjourn the special meeting at the hour of 7:42 a.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

September 23 , 20 11

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Chairman

Minutes transcribed by Debbie Hahn.