

## AGENDA

Minutes of the Public Safety Committee of the Village of Willowbrook, which was held on September 10<sup>th</sup>, 2012 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, Mayor Robert Napoli, Trustee Terry Kelly and Chairman of the Public Safety Committee Dennis Baker.*

1. Reviewed the August 13<sup>th</sup>, 2012 Meeting Minutes.  
*The Committee approved the August 13<sup>th</sup>, 2012 Meeting Minutes.*
2. Reviewed Weekly Press Releases – Information.
3. Reviewed Overtime Report for 07/23/2012-08/19/2012 - Information.
4. Reviewed Monthly Offense Summary Report for August - Information.  
*Trustee Baker commented on a decrease in overtime for the period. He related the overtime had decreased, as the Chief had advised it should at the last meeting.*
5. Reviewed Monthly Expenditure Report for August – Information.
6. Reviewed V.A.P. (Victim Assistance Program) Follow-up Call Responses for August.
7. Reviewed Letter(s) of Recognition and Appreciation – Information
  - Officer Theodore Kolodziej

*Trustee Baker commented on the letter and how it is nice that citizens recognize and comment on the positive actions of the Police Department regarding jobs well done.*

### 8. DISCUSSION ITEMS

- Update on the new Report Writing / Records Management Program (Capers, ID Network, and New World System).  
*Chief Shelton advised the committee that one company has given its presentation and that another company is coming to the police department on September 12<sup>th</sup>, 2012 for a demonstration of their program including the records management and report writing process. Chief Shelton advised the Committee that he hopes to have (3) quotes and a recommendation by October for the purchase of a new system. The Committee was informed that the new system would interface with Southwest Central Dispatch and populate the reports automatically along with search features and report features that currently are not accessible without performing a manual look up. Mayor Napoli inquired as to how the current system is working with the new computers and servers which were just recently purchased by the Village. Mayor Napoli was advised that the current system is extremely old, from the 1990's, and is very difficult to interface with the current technology. We are using technology from the 1990's in the year 2012. The Chief advised Mayor Napoli that Village Administrator Timothy Halik, Management Analyst Garrett Hummel, and Village of Willowbrook I.T. Consultant Rich Kurtz can all attest to the comments made by I.T. Technicians about the old system. Trustee Baker inquired if the future purchase can be made with money from the drug fund, and was advised by Chief Shelton that money from the drug fund can be utilized for the purchase.*

- Schools Opening Week – Appreciation.  
*Holmes School’s Officer Manager and Principal commented, via e-mail, to Chief Shelton on their appreciation for Officers presence and enforcement during the first weeks of “Schools Opening”. Chief Shelton advised Mayor Napoli that this information has already been forwarded to Village Administrator Timothy Halik.*
- Southwest Central Dispatch Update.  
*The Committee was advised that Countryside Police Department may be joining Southwest Central Dispatch and would be also be on Net 9.*
- SNS Update.  
*The Committee was advised that the distribution planning is still consistent. A walk through of the plan will be scheduled with other departments in the near future.*
- Gower Plan.  
*The Committee was advised that staff from Gower West School, local fire departments and local police departments met for the annual review of the safety plans.*
- Requested Reports.  
*Chief Shelton advised the Committee that Mayor Napoli had requested (2) reports. The first report is to explain what factors would generate overtime, why it occurs and include a (2) year history of expenses. The second report is the designated shift assignments for the months of August and September of 2012.*

*Trustee Kelly inquired about solicitors and the required identification and safety requirements they must adhere to while in the roadway.*

*Deputy Chief Oggerino related to the Committee that each patrol shift works mostly on required minimum staffing. Anytime an officer is investigating an accident and another officer is assisting in that investigation that leaves only one officer available to handle police calls. If an individual is arrested policy states that (2) officers must be in the lockup facility during the booking process which once again leaves only one officer available to handle police calls. Deputy Chief Oggerino advised the Committee that crimes are becoming more serious and there is a need for additional officers on the street.*

9. VISITOR’S BUSINESS\*  
*None Present*

10. 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 OCTOBER 8<sup>TH</sup>, 2012 AT 6:00 P.M.