

## A G E N D A

Minutes of the Public Safety Committee of the Village of Willowbrook, which was held on October 8<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, Trustee Terry Kelly and Chairman of the Public Safety Committee Dennis Baker.*

1. Reviewed the September 10<sup>th</sup>, 2012 Meeting Minutes.  
*The Committee approved the September 10<sup>th</sup>, 2012 Meeting Minutes.*
2. Reviewed Weekly Press Releases – Information.
3. Reviewed Overtime Report for 08/20/2012-09/16/2012 - Information.  
*The Committee was advised that shift coverage was slightly affected due to an officer using an extended amount of sick time due to being ill with pneumonia.*
4. Reviewed Monthly Offense Summary Report for September - Information.
5. Reviewed Monthly Expenditure Report for September – Information.
6. Reviewed V.A.P. (Victim Assistance Program) follow-up call responses for September.
7. Reviewed Letter(s) of Recognition and Appreciation – Information.
  - Chief Mark Shelton
  - Secretary Debbie Hahn
8. DISCUSSION ITEMS
  - Halloween Hours 3:00 p.m. – 7:00 p.m.  
*The Committee approved establishing 3:00 p.m. – 7:00 p.m. as the Village’s hours for Trick or Treating.*
  - Red Ribbon Week – October 23<sup>rd</sup> – 31<sup>st</sup>  
*The Committee approved establishing the week of October 23<sup>rd</sup> – 31<sup>st</sup> as Red Ribbon Week.*
  - Deputy Chief Retirement  
*The Committee was advised that Deputy Chief Oggerino will be retiring effective January 4<sup>th</sup>, 2013. Chief Shelton and Deputy Chief Oggerino asked the Committee for some direction and a suggested time frame for filling the vacancy. Trustee Kelly inquired as to how long it took Deputy Chief Oggerino to feel comfortable in his position as Deputy Chief. Deputy Chief Oggerino advised it took about one year to have a full grasp of all the assignments. Especially since the retirement of four middle management personnel whereas their job duties were reassigned to the Chief and Deputy Chief. The Committee was advised by Chief Shelton that he would like to begin moving on the appointment of a new Deputy Chief, to allow for training, prior to Deputy Chief Oggerino’s retirement. Both Trustee Kelly and Trustee Baker were in complete agreement and related they would discuss this topic with all Board Members at the next Village Board Meeting scheduled to begin at 6:30 p.m. this evening. Both Trustee Kelly and Trustee Baker agreed that the structure of the department should be kept intact and to hire an individual for the new position after the promotion, and continue with a new eligibility list.*

*Chief Shelton advised Trustee Kelly that during the previous week the police department did receives complaints of solicitors in the roadway. The police department did address the complaint and the solicitors were advised to cease their activity and depart the area. Compliance was met.*

9. VISITOR'S BUSINESS\*

10. ADJOURNMENT

*Meeting was adjourned at 6:25 p.m.*

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

NEXT MEETING SCHEDULED FOR NOVEMBER 12<sup>TH</sup>, 2012 AT 6:00 P.M.