

A G E N D A

MEETING OF THE PUBLIC SAFETY COMMITTEE OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON AUGUST 14TH, 2017 AT 5:30 P.M. AT THE WILLOWBROOK VILLAGE HALL, 835 MIDWAY DRIVE, IN THE VILLAGE OF WILLOWBROOK, DU PAGE COUNTY, ILLINOIS.

CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Chairman Kelly

ROLL CALL

In attendance were: Chairman Terrence Kelly, Village Trustee Sue Berglund, Police Chief Robert Pavelchik, Deputy Police Chief Robert Schaller.

1. REVIEW JULY 10TH, 2017 PUBLIC SAFETY COMMITTEE MEETING MINUTES.
Motion by Trustee Berglund, second by Chairman Kelly; no additions, corrections or deletions to the minutes, minutes approved by voice vote.
2. REVIEW WEEKLY PRESS RELEASES – INFORMATION.
The Committee members reviewed the weekly press releases for the past 4 weeks.
3. REVIEW OVERTIME REPORT FOR 06/19/2017 – 07/16/2017 - INFORMATION.
The Committee members reviewed the overtime report. Chief Pavelchik reported that overtime in patrol is high due to shift shortages. In response to Chairman Kelly's inquiry about injured Sergeant Drake, Chief Pavelchik advised that newly promoted Sergeant Kobler was now supervising the afternoon shift and that overtime in the sergeant rank will be reduced.
4. REVIEW MONTHLY EXPENDITURE REPORT FOR JULY 2017 – INFORMATION.
The Committee members reviewed the June 2017 police department expenditure report. PD sworn salaries are below expectations and overtime is slightly over; both being watched.
5. REVIEW MONTHLY OFFENSE SUMMARY REPORT FOR JULY 2017 - INFORMATION.
The Committee members reviewed the July 2017 offense summary report; Chairman Kelly inquired about the call for service labeled "traffic survey". D/C Schaller explained that officers will assign that code when they are monitoring traffic activity at a particular location.
6. REVIEW LETTER(S) OF RECOGNITION AND APPRECIATION – INFORMATION.
 - Officer Darren Biggs: *On July 28th, Officer Biggs assisted a motorist on Rt. 83 who wasn't feeling well. The motorist was most appreciative of the assist and sent a*

thank you via email. The motorist is also a Federal Judge.

7. DISCUSSION ITEMS

- DuJIS System: *The intergovernmental agreement with DuPage County and all DuPage Municipalities for the DuPage County Justice Information System is on tonight's Village Board Agenda. Chief Pavelchik briefed the Committee on this information sharing program for law enforcement.*
- Police Tows: *Chief Pavelchik explained to the Committee that the current Departmental practice of police tows does not rotate between tow companies but instead one vendor is always at the top of the list and he asked if the Committee had previously reviewed this item. The Committee indicated that they had not heard of this practice before. Chief Pavelchik will continue to research the topic and come back with a recommendation at a future meeting.*
- *Chairman Kelly asked that the Chief and Deputy Chief update a retirement planning document and training guide for the department and include a training plan for the sergeants. Sergeant training should include supervisory training first and Staff and Command second. Information to be brought back in September.*

8. * VISITOR'S BUSINESS (Public comment is limited to three minutes per person).
No visitors were present.

9. ADJOURNMENT
Motion by Trustee Berglund, second by Chairman Kelly, to adjourn the meeting at 6 p.m.

NEXT MEETING SCHEDULED SEPTEMBER 11TH, 2017, AT 5:30 P.M. AT A NEW LOCATION IN THE WILLOWBROOK POLICE DEPARTMENT!