

A G E N D A

Minutes of the Public Safety Committee of the Village of Willowbrook that was held on June 12th, 2017 at 5:30 p.m. at the Willowbrook Village Hall, 835 Midway Drive, in the Village of Willowbrook, DuPage County, Illinois.

CALL TO ORDER

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

ROLL CALL

Those present at roll call were Chief Mark Shelton, Chief Robert Pavelchik, Deputy Chief Robert Schaller, Chairman of the Public Safety Committee Terrence Kelly, and Trustee Sue Berglund.

1. Reviewed the May 8th, 2017 Public Safety Committee Meeting Minutes.
The Committee approved the May 8th, 2017 Public Safety Committee Meeting Minutes.
2. Reviewed the Weekly Press Releases – Information.
3. Reviewed the Overtime Report for 05/01/2017 – 05/28/2017 - Information.
4. Reviewed the Monthly Expenditure Report for May 2017 – Information.
5. Reviewed the Monthly Offense Summary Report for May 2017 - Information.
6. Reviewed the Letter(s) of Recognition and Appreciation – Information.
 - Sergeant Michelle Strugala
 - Officer Christine Robles
 - Officer Nick Volek
 - Officer Matthew Vanderjack
 - Detective Dan Polfliet
 - Explorer Dean Zubi
 - Explorer John Penland
 - Explorer Alex Fosket
 - Explorer Nimit Zaveri
 - Explorer Andrew Zapka
7. DISCUSSION ITEMS
 - Manpower
The Committee was advised of pending and future retirements that will occur in 2017-2018. Due to a retirement occurring in July and another that will occur by the end of 2017, current scheduling will need to be addressed for coverage and

manpower allocation. There will be overtime posted for both Patrol and Sergeant shift coverage. Planning for future hiring and academy dates have been initiated and Investigators have begun background checks for the August academy date.

- Scheduling

The Committee was advised that Sergeant Svehla was scheduled to attend the Staff and Command training in September of 2017, but with his pending retirement this has been postponed.

Because of current staffing, the Committee agreed that Sergeant Strugala will attend a (2) week Supervisor class at Northwestern and then attend the (10) week Staff and Command training in 2018.

The Committee agreed that hereafter, each new Sergeant, if possible, should attend the (2) week Northwestern Supervisor class. Officers should complete this training prior to their promotion. This training will ensure that the newly promoted Sergeant will be equipped with proper supervisory training and certification.

The Committee requested that some type of plan be developed as a guide for future manpower planning/succession as officers' approach retirement.

Deputy Chief Schaller advised the Committee of future scheduling, overtime postings and training for the upcoming months. The Committee was advised there will be an increase in overtime for shift coverage.

- Building Update

The Committee walked through the new police facility and were complimentary of all the work and design of the facility.

8. * VISITOR'S BUSINESS (Public comment is limited to three minutes per person).

None

9. ADJOURNMENT

The meeting was adjourned at 6:00 p.m.

Next Meeting Scheduled July 10th, 2017, at 5:30 P.M.