

VILLAGE OF BOURBONNAIS
Police Committee Meeting Minutes
Thursday, September 29, 2022

1. Meeting Opening

Meeting called to order at 4:15 PM by Trustee Bruce Greenlee

Procedural: A. Roll Call - Trustee Bruce Greenlee

Members present: Mayor Paul Schore, Trustee Bruce Greenlee, Trustee Rick Fischer, Trustee Jeff Keast, Trustee Jack Littrell, and Trustee Angie Serafini. Also in attendance, Treasurer Ron Riebe, Administrator Mike Van Mill, Finance Director Tara Latz, Chief Jim Phelps, Deputy Chief Dave Anderson, Commander Brent Barrie, HR Manager Sue Pranskus, and Admin Assistant Margie Beach. Absent: Trustee Randy King and Attorney Patrick Dunn (arrived at 4:23).

2. Review and Approve Committee Minutes

Action, Minutes: A. Police Committee Minutes from March 2, 2022

Motion by Trustee Rick Fischer, second by Trustee Angie Serafini to approve the Police Committee Minutes from March 2, 2022, as submitted.

Final Resolution: Motion Carried

Aye: Trustee Bruce Greenlee, Trustee Rick Fischer, Trustee Jeff Keast, Trustee Jack Littrell, and Trustee Angie Serafini

3. Updates

Discussion: A. Staffing/Injury Status Update

> Chief Phelps stated the roster is full at 27 full-time staff. However, we have one Sergeant that is off for medical injury and has been using FMLA which ends October 17, 2022.

Discussion: B. Upcoming Promotional Testing Process

> Chief Phelps reported the current Sergeant list expires December 18, 2022. We maintain a promotion list at all times, and have a written examination date of November 30, which is the first step. Also this year they will be conducting some Assessment Center exercises immediately after the written exam. Oral interviews for Sergeants will follow in December, and a new list will be available in January. New employee hiring list is good until June 30, 2023.

Discussion: C. New Photo Display in Lobby

> Chief Phelps asked the Board to stop by the Police Department to view the updated officer picture display created by Deputy Chief Anderson.

Discussion: D. Awarded Body Armor Grant

> Chief Phelps announced we were awarded the Federal Body Armor Grant which pays for 50% of new body armor which averages \$920 per officer. All new officers are provided body armor and it is replaced every 5 years for existing officers. This grant is for one year, we do apply each year.

Attorney Dunn arrived at 4:23 PM

Discussion: E. Awarded Flock LPR Grant

> Chief Phelps stated we received a one-year grant for \$35,500 for the Flock LPR's, thanks to the work of Deputy Chief Anderson and Commander Barrie. Flock LPR is a great investigative tool used with other communities to help solve crimes. It tunes into hot spots and streets that have main arteries, and compliments neighboring jurisdictions as well. Deputy Chief Anderson will go into more detail under New Business.

Discussion: F. Ballistic Shields & Door Rams

> Chief Phelps thanked the Board for approving the 6 ballistic shields and 4 door rams for our fleet to use in the squad cars that are on the streets. We have also provided every squad car with a ballistic helmet.

Discussion: G. Investigations Relocation

> Chief Phelps stated we are moving forward with the investigations relocation project. Outsen Electric has started the LED light replacement for the new office areas. Furniture has been selected, and just provided flooring and paint samples on Monday.

> Trustee Greenlee asked Chief Phelps about the LexiPol award. Chief Phelps explained we were recognized by LexiPol a world wide organization, very nationally recognized company that provides policies and procedures to the public service sector, we have the latest tools at our disposal. We were awarded the silver level for 2021 for policy implementation and for follow up training that goes with it as well. Hoping to receive the award again in 2022.

4. Old Business

Discussion: A. Completed Mental Health Screenings & Training

> Chief Phelps stated in August all officers and staff completed their mental health officer screenings along with receiving training for dealing with people with mental health diagnosis for the two new State mandates. We did receive a lot of positive feedback from the staff about this training.

Discussion: B. New Squad Cars Status

> Chief Phelps gave an update on squad cars. We have only received one of the five squad cars ordered for the investigations division. Court Street Ford told us one squad car is scheduled to start production this week and we hope it will arrive in a couple of weeks.

Discussion: C. Radio Encryption Project

> Chief Phelps announced the ETSB radio encryption is moving forward at no cost for this project which is a savings of \$51,350.

> Trustee Keast asked about the domestic taskforce creation that was discussed at the last Police Committee meeting. Chief Phelps explained we did start one and Detective Boudreau is assigned to that. He's received really good specialized training through a Grant that was held at Harbor House, and also at KCC and ONU which was for supervisory level.

5. New Business

Discussion: A. Speed Trailer Usage & Reports

> Chief Phelps gave a report on the usage of the new trailer Speed Awareness Monitor "SAM". The radar trailer has been in use since it arrived and have found it to be very useful. It is in it's 8th deployment, and is currently located in Briarcliff. Interesting data reports have been created (on Board Docs). Chief Phelps described the results that were gathered. Another added benefit found is it can be used when applying for Grant opportunities and other projects for the Village when we would need a traffic count for a certain location for a new business.

Discussion: B. PD & Community Townhall Meetings

> Commander Barrie has spearheaded the effort for Police to host Community Townhall meetings in the Community Room. Tentative dates are Wednesday, October 19 and Wednesday, October 26. The meetings will be divided into the four quadrants that we use for the brush pick up for residents. One hour blocks per section, 5:00-6:00 PM and then 6:30 - 7:30 PM are the possible times for each date. Will advertise on social media, newspaper and radio ads.

> The meeting will consist of introduction of police staff, explain services the Police Department provides, go over new police equipment, and then open up to questions and concerns from the residents and help with giving them answers. This idea derived from an incident that occurred in July in one of our subdivisions. We held one of these meetings at that location and had around 30 residents attend. We were able to calm down the numbers of complaints and has really helped with community support. Hope to host these types of meetings a few times a year.

> It's a pilot program, and will see how it goes, we would like to organize a neighborhood watch program especially with the new Safety Act law going into effect. Also they plan to work with the States Attorney office to get information from him and pass on new ideas and projects to the community.

Discussion: C. WCCTV Camera Trailer

> Deputy Chief Anderson gave a live demonstration with camera images using the new WCCTV camera trailer we have had for a couple weeks. Deputy Chief Anderson thanked the Board for allowing the purchase of this equipment, we won't have to borrow from other communities anymore. It does allow a 360 degree view and has three cameras - some have 4 lenses. They are still doing training with the software installation. It also has good night vision as well. Camera images are available on their cell phones so Chief Phelps, Deputy Chief Anderson and Commander Barrie can view from anywhere. The system does not record sound, but does have a speaker. They still need to put signs on

the equipment with Village of Bourbonnais logos.

Discussion: D. Flock Camera/LPR's

> Deputy Chief Anderson went over photos using the flock camera/LPR system (on Board Docs). The grant we were awarded pays for a one-year subscription - a value of \$35,500. It provides 12 cameras, and there is a yearly subscription. Next year the fee will be built into the budget at a cost of \$2,500 per camera. Flock Safety maintains all the data, we can pull images from another community as well, because they all share the flock cameras all over the state and country.

> Bradley, City of Kankakee, Kankakee County & Manteno can use each others cameras, it takes pictures of license plates only. Information is available immediately and dated with time and location. The camera system follows along the interstates as well. Deputy Chief Anderson provided a map of locations where they are currently placed throughout the Village. Cameras can record two lanes but at a slower pace. Some can only record one direction based on speed.

Discussion: E. Other

> Mayor Schore stated we received a call today with concerns about the corner of John Casey & Edgemere. A resident is requesting a 4-way stop sign in that area to slow the traffic down. We told her we will request traffic records to see if there have been many accidents or incidences. Chief Phelps responded we have done many studies previously in that area, but we do not have the data to support that it is a problematic high accident area. Also the concern is if we put in a 4-way stop sign and residents aren't used to it, accidents will begin to occur.

6. Public Comments - None

7. Executive Session - Not applicable

8. Adjournment and Time

Action, Procedural: A. Adjournment and Time

Motion by Trustee Jeff Keast, second by Trustee Jack Littrell to adjourn the Finance Meeting at 4:57 PM.

Final Resolution: Motion Carried

Aye: Trustee Bruce Greenlee, Trustee Rick Fischer, Trustee Jeff Keast, Trustee Jack Littrell, and Trustee Angie Serafini

RESPECTFULLY SUBMITTED BY:

~~ Pending Board Approval ~~

Bruce Greenlee, Committee Chair