

**POLICE COMMITTEE
MEETING MINUTES
April 7, 2011**

1. Call to Order

Chairman McIvor called the meeting to order at 6:01 p.m. in the Council Chambers of the Darien City Hall. Committee members in attendance: Aldermen John Galan and Alderman Poteraske. Elected Official Treasurer, Mike Coren, Staff members in attendance: Deputy Chief David Skala, Deputy Chief John Cooper and Officer Nick Skweres
Guest/Residents in attendance: John D. Gonczy, 2228 Donegal Drive

2. Approval of Minutes

Chairman McIvor noted that the March 3rd Minutes that were included in the packet have been corrected with additions by Chief Pavelchik and asked if the Aldermen had any further additions or corrections. Alderman Galan commented that the corrected copy provided by the Chief should be the official copy posted on the City's web site. Alderman Galan made a motion to approve the corrected minutes of the March 3, 2011 meeting; the motion was seconded by Chairman McIvor. Minutes approved by a voice vote of two ayes, Alderman Poteraske abstained.

3. Communications

Alderman Galan stated that he had prepared a statement and intended to read it during the meeting. Chairman McIvor stated that it would be saved for later. Deputy Chief Skala stated that he had received a telephone call on March 31st from a Tara Hill resident requesting additional police presence in that area. No specific reason was given by the resident other than the high profile incidents that occurred in that subdivision during the last year. Deputy Chief Skala advised that this request was passed on to the patrol supervisors. Chairman McIvor commented as to whether that area had a Neighborhood Watch Program and Office Skweres responded that they had an existing e-mail system for communication. He has not received any requests for a Neighborhood Watch Program; however, he will look into the possibility of signs being posted at the entrances of the subdivision. Chairman McIvor asked about the accident that had occurred in front of the police department Tuesday, April 5th. Deputy Chief Skala stated that it would not be in the police report as there were no major injuries and it appeared worse than it actually was.

4. Old Business

None

5. New Business

a. Marlboro & Lyman Stop Sign Request

The Committee discussed a request for the installation of a stop sign at the intersection of Marlborough Lane and Lyman Avenue. This was in response to a hand written anonymous letter signed by a "concerned mom". Deputy Chief Skala advised that the installation of the stop sign is not recommended by the Manual of Traffic Control Devices and there were no crashes at the intersection to warrant a change. Alderman Galan added that the letter

indicated that this request was brought to the Public Works Department prior and he questioned if anyone had asked Director Gombac if he had any knowledge of this. No one responded to this question. The Committee felt that it would be best if this request was made known to the entire City Council during the Mayor's Communication at the next meeting. Chairman McIvor stated that she would make the Mayor aware of it since she will not be at the next City Council Meeting. Alderman Galan will be available at that meeting to provide any needed information. No action was taken by the Committee on this topic.

b. Citizen's Police Academy Presentation

Officer Skweres presented an overview of the 2011 Winter Session of the Citizens Police Academy (CPA). He prepared an outline that was enclosed in the packet. Office Skweres added that the next class is scheduled for September 22nd. Alderman Poteraske confirmed that the overall cost of the academy was under \$5,000 and Office Skweres responded by stating that this year's cost was less than 2009. Chairman McIvor questioned to whether the CPA would qualify for community service points; however, Office Skweres speculated that a classroom setting probably would not. He provided other options such as peer jury. Alderman Poteraske encouraged that communication of the next CPA be made through various venues such as school and park district flyers along with the existing City communication network. Officer Skweres confirmed that this was already done. Alderman Poteraske additionally suggested that components of future CPA be video taped. Alderman Galan stated that he was impressed with the officer's presentations and the passion that they displayed during the classes.

c. Agenda Memo Surplus Property

The Committee was requested to review and recommend City Council approval of an ordinance authorizing disposal of surplus property; namely two vehicles that were seized and forfeited to the City of Darien by the Circuit Court of DuPage County. The vehicles have no use in City service due to high mileage and will be auctioned on E-Bay or be disposed of. There were no questions. Alderman Poteraske made a motion, seconded by Alderman Galan. Motion carried by a voice vote of three ayes. This item will be placed on the April 18, 2011 City Council Agenda.

d. Agenda Memo Ammunition Purchase

The Committee was requested to approve the expenditure of budgeted funds for the purchase of department ammunition from Kiesler's Police Supply Inc. totaling \$7,203.00. Alderman Poteraske questioned if this was within the budget to which Deputy Chief Skala said yes. Discussion followed regarding ammunition purchases being a component of the Investigations and Equipment Line Item 40-4217. Deputy Chief Cooper added that ammunition costs are anticipated to increase 12% and that there are inconsistencies in the timeline in which ammunition is received. This particular shipment was ordered over a year ago. Chairman McIvor commented that it seemed to be a large expenditure for ammunition and just wanted clarification for the public on what this ammunition is used for. Deputy Chief Skala stated that the ammunition is used for departmental firearms training which includes providing SWAT officers with ammunition for their training. Alderman Poteraske asked how many times officers are required to attend firearms training. Deputy Chief Skala

responded that the department schedules four shoots per year in which one is a required qualification shoot for all sworn officers. Alderman Poteraske also asked for a clarification on the locations of the firearms training. Deputy Chief Skala stated that currently the department shoots at the Lemont Police Department outdoor range and the Oak Brook Police Department indoor range, but he did not have exact costs at the meeting. Deputy Chief Cooper explained that other options are being researched and the pros and cons of those were discussed. Deputy Chief Cooper added that it would not be possible or cost effective for the department to have its own range. Chairman McIvor suggested the use of the Great Lakes/FBI Range; however Deputy Chief Skala stated that logistically it is not practical because of the distance. A motion was made by Alderman Poteraske, seconded by Alderman Galan. Motion carried by a voice vote of three ayes. This item will be placed on the April 18, 2011 City Council Agenda

6. Department Report

a. Overview of Monthly Statistics

Deputy Chief Skala briefed the Committee on the police department's activities since the March 3rd Police Committee Meeting. Deputy Chief Skala reported that on March 23rd a Westmont resident was arrested for two counts of armed robbery which resulted from the commendable follow up of the Detective Division. The arrest also cleared up a pending Downers Grove case. Deputy Chief Skala added that since the last meeting the department had made nine DUI arrests, however, there were no other substantial crime patterns. Deputy Chief Skala reminded residents to lock their cars while they are parked in their driveways as the majority of burglary to motor vehicles occur while the cars are not locked. Additionally, residents are reminded not to bring valuables into a public gym locker room and it was suggested they leave those valuables at home or in the trunk of their vehicle as locker break ins occur even when there is a lock on the locker.

Deputy Chief Skala provided the Committee with the monthly update of the police street staffing. This is the scheduled five officers work with four officers concept. Deputy Chief Skala said that during last month's Police Committee Meeting the shift of January 17th through February 13th had thirteen shifts out of a possible 84 shifts in which four officers worked the street. This was 15.5% of the time. For the purpose of this meeting the shift of February 14th through March 13th was analyzed. Deputy Chief Skala reported that during this shift there was an increase in that there were 25 out of 84 shifts in which four officers worked the street. This was 29.8% of the time. Deputy Chief Skala added that this increase could be attributed to three officers out on medical leave; two work related and one with an off-duty medical condition. Deputy Chief Skala provided a breakdown of the shifts. He reported that 11 of these shifts were due to sick calls, 7 were due to the on-duty injuries and 7 were due to the off-duty medical leave. Eight of the occurrences were on day shift and 17 were on midnights. The afternoon shift was not affected by this.

Deputy Chief Skala told the Committee there were a couple of incidents during the patrol shift ending March 13th worth mentioning. At the end of February there was a case where all five patrol officers were involved for the majority of the shift. For five hours there were no officers available and three hours one officer was only available. This occurred on the

midnight shift. Chairman McIvor clarified that there is always an option to override the shift manpower and to call in additional personnel. Deputy Chief Skala stated that it is unknown if an attempt was made adding that there possibly wasn't enough time. Alderman Poteraske said that if no one extra is called in then the shift supervisor is comfortable with the four man staffing. Chairman McIvor said that it has been understood that the staffing might fluctuate and be seasonally driven and said it would be helpful if the Committee got a quarterly review. Alderman Galan clarified that this particular incident occurred when there was five officers working and had nothing to do with the schedule five work with four concept. Deputy Chief Skala agreed, stating it was just a busy night. Deputy Chief Skala related situational incidents involving the transport of prisoners to county jail and the booking of prisoners. At this point in time, two officers are normally assigned to transport prisoners and conduct booking procedures. When these incidents occur that leaves only two officers to work the street. Deputy Chief Skala reminded the Committee that on May 2nd with the changeover to DU-COMM, there will be times during the day that no one is in the station. Treasurer Michael Coren commented that there is an option of transporting prisoners at a later time when staffing levels are better. Deputy Chief Skala said that is an option. Alderman Poteraske questioned as to whether it is an option to use the auxiliary officers for transport and booking. Deputy Chief Skala said that it is not a normal procedure, but auxiliary officers could be used to transport prisoners, but they are not trained in booking procedures. Deputy Chief Skala added that the reduction in street staffing is not so much an officer's safety issue and officers are not expected to do anything unsafe regardless of street staffing. He added that it is more a coverage issue due to the size of the City. Chairman McIvor questioned as to whether there was data regarding the financial impact of the staffing guidelines. Deputy Chief Skala estimated that there was \$7,100 in overtime savings in the shift that was discussed earlier. This reflected the net savings based on the unneeded overtime minus the amount of overtime caused due to four officers working i.e. officers called in. Deputy Chief Skala said that there is no question that money will be saved. He added that in the shift analyzed by the Committee last meeting there was about a \$4,000 savings. Chairman McIvor said that the Committee's intention is to have the staffing decision based on a balance between money and other variables. Chairman McIvor requested that a quarterly report be prepared for the next meeting. She also stated that the whole institution of this staffing was to avoid lay-offs.

7. Public Comment

Alderman Poteraske requested to ask a question regarding a different topic, that being the status of the towing and booking ordinance. Deputy Chief Cooper responded that it was sent to the City Attorney and just recently been returned. Alderman Poteraske requested that the Chief make the decision as to whether to bring it back to the Police Committee or directly to the Council.

Alderman Galan read his prepared letter that he had mentioned during the first portion of the meeting under communications. A copy of this letter will be included with the minutes.

Chairman McIvor asked the audience if there were any additional comments, to which resident John Gonczy responded from his seat. Mr. Gonczy stated that he was troubled over the events during the election which forces him to take a second look at the police officers. He said that he received the political door hanger at his home. He was invited to the podium, but declined stating that he just wants to be more informed and will be back.

Alderman Poteraske stated that he spoke to several residents and there was a lack of clarity regarding the squad replacement program. He said that the reality is that only thirteen out of the twenty-seven police vehicles were going to be replaced with Deputy Chief Cooper adding that only the primary patrol vehicles were replaced. Treasurer Coren stated he feels that the issues are deeper than the squad car replacement, adding that he encourages the public to get involved because it is the Council's job to respond to the citizens of Darien.

8. Next Meeting Date

Chairman McIvor announced that the next Committee meeting will be on Thursday, May 5, 2011, 6:00 p.m. in the City Council Chambers.

10. Adjournment

The Committee Meeting was adjourned at 7:09 p.m., motion by Alderman Galan, second by Alderman Poteraske, motion carried by voice vote of three ayes.

Minutes Submitted by: Deputy Chief David Skala

Approved: _____
Date

Alderman: _____
John Galan

Chairman: _____
Sylvia McIvor

Alderman: _____
John Poteraske