

Village Board Public Safety Committee

MINUTES

~ Thursday, February 16, 2017 ~

CALL TO ORDER

Trustee Nero, as Chair, called the meeting to order at 4:30 p.m.

ROLL CALL

Mayor Gunter, Clerk Szymiski, Trustee Addington, Trustee Barker, Trustee Barry, Trustee Guzzo, Trustee Liddle, Trustee Nero, Village Manager May, and Police Chief Gunther

Also Present:

Deputy Fire Chief Connolly, Deputy Fire Chief Riley, Finance Director Parker, Community Development Director Zeigler, Public Works Director Ramsey, Fire Captain Nolan, Detective Kozielski, F/P Commissioner Kovanda, and Recording Secretary Brady

ABSENT

Fire Chief Weiss, Deputy Police Chief Brenza and Deputy Police Chief Gruen

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

APPROVAL OF DECEMBER 8, 2016 PUBLIC SAFETY COMMITTEE MINUTES

Trustee Liddle made a motion, seconded by Trustee Guzzo to approve the December 8, 2016, Public Safety Committee Minutes as submitted. Motion carried unanimously.

POLICE DEPARTMENT

2017 Goals and Objectives

Chief Gunther distributed a printout of the 2017 Goals and Objectives for the Police Department, indicating this was a document he submitted to Manager May two weeks prior and that he wished to briefly highlight some of the items. He added that some will be easy to accomplish while others may prove more complicated, and that it is important for the Board and community to know what the Police Department is doing to reinforce its law enforcement goals.

- Achieve a maximum budgetary staffing level by the end of calendar year 2017:

Chief Gunther advised that they are in the process of hiring five officers and Probationary Officer Pacheco will complete the academy in March. Chief Gunther indicated that Fire and Police Commissioner Kovanda is present this evening and he and the other commission members will be working in 2017 on new eligibility lists for patrol officers and sergeants. Chief Gunther indicated that the old lists expire every 2-3 years and new lists are required for both initial eligibility and sergeants this year.

In addition, he advised that they will hopefully be advancing six officers through the field training program in 2017.

- Become fully integrated with Addison Consolidated Dispatch Center (ACDC):

Chief Gunther advised that that they are on target for the Fire and Police Departments to switch over to ACDC on February 28, 2017, at 8:00 a.m. He stated that IT, Fire and Police personnel are all working hard to make that happen. Addison's personnel were recently out to train Police staff on the new computer and radio protocols, indicating there is a very steep learning curve. He added that D/C Brenza has been doing a lot of the back-end entry work.

- Advance community outreach:

Chief Gunther stated that there is a list of activities the Department will be participating in this year, including the Department's Open House, National Night Out, Squad Car Night, and other community and charitable events. He stated they will also create engagement through the Department's Bike Patrol Program, block parties, community meetings, and contributing to the Village's Strategic Plan.

- Advance the health and well-being and honor of its officers:

Chief Gunther advised that the Department has a new physical fitness coordinator who is doing a great job. Their goal is to train officers in a variety of disciplines including Critical Incident and peer counseling and incorporating a holistic wellness program. He added that they are working very closely with Fire

Department personnel to add equipment to the joint physical fitness room and phasing out and turning over eight plus pieces of equipment to Public Works for use by their personnel. He stated that this equipment is bulky and ties up too much room in the limited space. Their intent is to make the room more inviting and user friendly.

- Patrol Operations – Getting Back to Basics:

Chief Gunther indicated that they will be working with personnel to instill more cohesive routines and practices across a multi-generational workforce. He cited the example of instead of doing a bar check by just walking through the facility, officers will check IDs, look for underage drinking, interview wait staff, and look for over-serving. The goal is to get everyone on the same page - following the same best practices.

- Update and upgrade the police facility:

Chief Gunther stated that the facility is now over twenty years old and in need of updates. Included are upgrading the range with new equipment, creating a quiet room for officers to re-energize, and installing an additional water purification system by the main hallway. He added that they will utilize in-house labor by Public Works personnel at a potential savings of \$30,000 vs. engaging outside contractors. Chief Gunther stated DEA funds have been made available that can be used for infrastructure upgrades and equipment purchases. He added that \$63,000 of the DEA funds will be turned over to the Village's General Fund as replacement salary for the Westmont officer assigned to the DEA task force.

In response to the Mayor's inquiry, Chief Gunther stated that they have been advised the Village will receive approximately \$663,000.

FOP Community Involvement

Chief Gunther introduced Det. Kozielski and advised that he was recently elected President for the Department's Fraternal Order of Police Lodge 63 with the goal of returning it to its former "glory".

Det. Kozielski indicated that the FOP has not been as active as in past years and he has taken it upon himself to spearhead a renewed involvement in the community. As part of that outreach, the newly elected FOP board will be establishing two scholarships for high school students and engaging with Westmont residents through programs such as "Shop with a Cop", sponsoring Special Olympics activities, volleyball games, and selling shirts to raise funds. He stated these are just short-term goals and they plan to get back into the community and provide a social media presence as well as mailings and a possible neighborhood magazine.

FIRE DEPARTMENT

Illinois Department of Natural Resources; Equipment Agreement

Deputy Chief Connolly advised that Chief Weiss could not be present due to a minor family medical issue. He then introduced Captain Nolan, who has been responsible for initiating an agreement with the Illinois Department of Natural Resources Federal Excess Equipment Cooperative for the benefit of the Westmont Fire Department.

Capt. Nolan stated that he has been researching this program for the Westmont Fire Department after seeing the success experienced by his full-time department and others within the state. He advised that this particular program is solely for fire departments but there is a similar program available to police departments. Capt. Nolan indicated that once the agreement is approved, the Fire Department can request any of the surplus equipment allowed for use by fire departments. The items have to be for the fire department and justified for use by the fire department. Capt. Nolan added that the item is then the property of the Fire Department but could be loaned for limited use by another Village entity but it must be returned to the Fire Department. He stated that surplus items include office furniture and equipment, vehicles, cots, tools, tents, etc., basically anything purchased by the Department of Defense and designated as surplus. There is no charge other than the personnel's time and expense to pick up the equipment wherever it is being stored as they do not ship it to the Fire Department. Capt. Nolan indicated that unlike getting equipment through the GSA, who would expect a fair market value, the DOD equipment is generally better quality and free. He added that the Department can requisition items as often as it wants and award is on a first-come, first-serve basis.

In response to Trustee Guzzo's inquiry, Capt. Nolan advised that once the Board and Chief Weiss sign off on the agreement, it will go to the Department of Natural Resources for their approval. Once approved, the DNR will send the rest of the paperwork to D/C Riley, who will then go on their website to create and oversee Westmont's account.

In response to Trustee Nero's inquiry, Capt. Nolan indicated that when you requisition an item, such as a Light Mobile Tactical Vehicle (LMTV), you indicate the quantity needed and provide a justification, such as "a problem with flooding and high snows; the vehicle will be used to perform rescues". He stated that type of justification usually gets instant approval.

In response to Trustee Liddle's inquiry, Capt. Nolan stated that since EMA is through the Fire Department, it can request items through D/C Riley on this website as well.

Following further discussion, Committee members agreed that the program is a win-win for the Village and approved the agenda item for presentation before the full Board.

New Hire List

Deputy Chief Riley indicated that the need for a new firefighter/medic list was discussed and approved at the December Public Safety Committee meeting and the Department has moved forward. He advised that 56 applications were received as of the February 10th deadline for submittal. As the Department also is going through the dispatch change and the promotional testing in March, the new hire orientation will not be held until April, with the goal of a two-year eligibility list being posted by May 1st.

Updates

- **Fire Recovery:**

D/C Riley advised that they have received \$15,133.00 to date with an additional 33 claims pending for \$22,000.00.

- **Promotional Testing:**

D/C Riley stated that the current Captain and Lieutenant eligibility lists expire on March 7, 2017. The written examinations are scheduled for March 13th and 14th, with the Lieutenant candidates' assessment by the Illinois Fire Chiefs Association scheduled on March 15th and Captain candidates' assessment on March 21st. D/C Riley added that a few candidates for each rank have withdrawn, leaving 7 candidates for Lieutenant and 5 for Captain.

- **Accreditation:**

D/C Riley advised that since the Department was deferred this past year, he and staff members have been working hard to meet the re-submittal deadline of April 21, 2017, with review before the Commission in Charleston, North Carolina scheduled for July 24-25, 2017.

In response to Trustee Addington's inquiry, D/C Riley advised that ISO and the Commission on Fire Accreditation are not connected and can reach separate conclusions.

- **Additional Comments:**

- In response to Trustee Guzzo's inquiry about the Chicago Fire episode filmed at Station 2, D/C Riley stated that it was disappointing for the members who were extras and who wound up on the cutting room floor. Unfortunately, 12 hours of filming was reduced to little over a minute on air.
- In response to an inquiry by Trustee Addington, D/C Riley advised that fewer claims will be submitted to Fire Recovery for the last few months, most likely due to the mild weather. He stated there were a lot of accidents in October and November but only seven claims for February. Trustee Barry indicated that they had forecasted \$100,000, to which D/C Riley responded that has now been reduced to \$75,000 to \$80,000. He stated that Chief Weiss will

continue to keep the Board apprised of revenues generated by the Fire Recovery program. Finance Director Parker added that the budget did not include any of these funds as revenue this first year, and they will be very conservative in the new fiscal year as they don't want to count on it until it is tracked over time.

- North Westmont Fire Protection District

D/C Connolly indicated that with the County's ongoing effort to reduce the number of paper fire districts, they have accepted a 67% response to the SSA survey of North Westmont's residents and said to move forward with the agreement. He stated that the next step is for the Village to submit a letter to the County that we are ready to move forward. Manager May added that he is currently drafting that letter.

- Dispatch Move Update

D/C Connolly advised that the move is very complicated; adding that it took one year to move Westmont to Downers Grove and now the move to Addison is being done in less than six months with a completion date of February 28th. He stated that the Police Department will be dispatched by ACDC from their Addison facility and the Fire Department will be dispatched by their Tri-State facility until they have completed their new center later this year, at which time everyone will be in that facility.

D/C Connolly indicated that ETSB has given a \$4 million dollar grant to DuComm toward their new \$16 million dollar facility and a \$1.7 million dollar grant to ACDC toward their new facility.

In response to Trustee Barry's inquiry about handling 9-1-1 calls, D/C Connolly advised that dispatchers will be following a standard protocol of inquiring "where is your emergency" to ensure there is no confusion about location in a multi-jurisdictional facility.

D/C Connolly added that the Fire Department is in the process of mailing 800+ letters to Westmont fire-alarm monitored locations advising them of the dispatch move and that fire personnel will be visiting their facility to place a sticker with the new phone number on their alarm box.

- New Ladder Truck

D/C Connolly advised that they have seen some recent pictures of the truck under construction and members of the Truck Committee will make a site visit during the first week of April. It is anticipated that the truck will be completed by the end of April and delivered sometime in May and in-service sometime in June.

D/C Connolly added that they do have some good news in that they have a confirmed offer for the other truck at an agreed upon price.

- ISO

D/C Connolly advised that members from ISO will be at the March 30th Board meeting to officially confer the ISO 1 rating. He added that several Department awards and retirements will be acknowledged at the that meeting as well, with cake and refreshments following.

- 2017 Goals and Objectives

D/C Connolly referred the Committee members to the document distributed early, detailing the Fire Department's Goals and Objectives for 2017. He stated that he would not go through the whole document at this meeting but offered it for their review. He indicated that this is an ongoing process and serves as the agenda for the Department's monthly staff meetings, at which the document is updated for tracking status of each item.

OTHER BUSINESS

- D/C Connolly advised that the Department is pleased with the architect chosen for the space planning project, adding that they expect to see a first draft by this Friday, the 17th, and a final report within the next month. D/C Connolly stated that the architect has some good ideas on what can be done and what can be re-purposed.
- Trustee Barry inquired whose codes are Golfview Hills residents required to follow, to which D/C Connolly responded that they are unincorporated so they would follow the County's codes.
- Trustee Barry expressed his concern regarding the recent incident at one of his properties where an alarm was not transmitted to the dispatch center and the Fire Department subsequently was not alerted for over 45 minutes. D/C Connolly responded that he is aware of the incident but does not have all of the details. He stated that there was a problem with the connection between the alarm box and Norcomm's wireless transmission box. D/C Connolly advised that he will meet with Fire Prevention Bureau personnel to review this incident and provide further information to Mr. Barry.
- In response to Trustee Barker's inquiry on the 4-5 properties that are not compliant with alarm installation, D/C Connolly advised that FPB Director Kaufman has been working diligently for 100% compliance, advising that 800 are done and only three remain.

There being no other business to discuss, Trustee Addington motioned to adjourn, to which Trustee Liddle seconded. The meeting subsequently adjourned at 5:34 p.m.

Respectfully submitted,

Lori Brady, Recording Secretary