



**CITY OF PROSPECT HEIGHTS
FIRE/POLICE COMMISSION
City Hall Council Chamber
8 N Elmhurst Road
Prospect Heights, IL 60070
4:00 PM
REGULAR MEETING MINUTES
OF Wednesday October 25, 2017**

1. CALL TO ORDER – At 4:14 PM, Chairman Meyer called to order the October 25, 2017 Regular meeting of the Fire Police Commission at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070/

2. ROLL CALL - Deputy Clerk Schultheis called roll. A quorum was present.
COMMISSIONERS PRESENT – Chairman Meyer, Commissioner Hoffman
ABSENT – Commissioner Fiorito (by previous notification)
OTHER OFFICIALS PRESENT – Deputy Clerk Schultheis, Deputy Police Chief Zawlocki, Police Chief Steffen, Police Community Liaison Conboy

3. APPROVAL OF MINUTES

A. September 26, 2017 Special Meeting Minutes

B. September 26, 2017 Special Meeting Executive Session Minutes – **Chairman Meyer moved for omnibus approval of the September 26, 2017 Special Meeting Minutes and the September 26, 2017 Executive Session Minutes but not for public release of the Executive Session Minutes; seconded by Commissioner Hoffman.**

VOICE VOTE: All ayes, no nays

Motion carried 2 – 0, Commissioner Fiorito absent.

4. CLOSED SESSION - **If necessary, to discuss the Sergeant's Testing, Interviewing and Promotional Process.** – No Executive Session was necessary

5. RETURN TO OPEN SESSION

6. OLD BUSINESS

A. Promotional Process Update – Deputy Chief Zawlocki said that the Sergeant's written test will be administered on November 11, 2017 at 8:30 AM at the Police Station. The Testing Agency will send the test a week before it is to be taken. Officers have submitted their resumes. The existing Sergeants are putting together evaluations that will be ready before the December interviews. There are ten officers that are eligible for the test, and all are going to take it. Chairman Meyer and Commissioner Hoffman will attend the testing.

7. NEW BUSINESS - None

8. DEPARTMENTAL UPDATE

A. Vehicles – Chief Steffen discussed the two vehicles that need to be replaced. One vehicle to be replaced is the one that was damaged in an accident. The vehicle that was totaled will be replaced, and the last Crown Vic will be replaced.

It was noted that in the case of the squad car that was totaled by the officer, the Arlington Heights Police Department did the scene investigation. A Sergeant not in charge of the officer and Deputy Chief Zawlocki found that the accident was preventable and the officer in question will go through a disciplinary process.

B. Crosswalk on Schoenbeck Road – Chief Steffen said that the students that go to MacArthur cross by Country Gardens. After meeting with the City Engineer and City Administrator, this project will be placed on the Capital Improvements Budget. Right now, the City is looking at estimates of \$10,000 for engineering and \$15,000 - \$35,000 for construction. Chief Steffen will approach District 23 to see if they would be willing to share some of the costs. Chairman Meyer suggested approaching the County, but it was noted that County does not have available funds because of cut in shared revenue funding. The County also has a hole in its budget from the loss of soda taxes.

C. Awards – Chief Steffen said that the awards will be distributed at a special meeting at the police department

a. Mark Pufundt - Life Saving Award – It was noted that Officer Pufundt saved the life of a dying person

b. Sergeant Stone, Officers Garza, Lange, and Willis – Unit Citation Awards – Chief Steffen explained that a "unit" award meant that a team of officers worked together to handle a situation. In this case, an armed man Benton suicide was located and the officers de-escalated the situation and got the man to voluntarily surrender.

c. Officer Pardeep Deol – Life Saving Award – It was noted that Officer Deol had saved a OD victim using Narcan.

d. Officer of the Year Selection Process – Chief Steffen said that the PD is engaged in the Officer of the Year selection.

e. Upcoming Events – Police Community Liaison Conboy said that for Halloween the Police volunteers and the officers would check neighborhoods as added protection for the Trick or Treaters. They would also be handing out Trick or Treat bags.

Thanksgiving Food Drive – The food will be set up in tables and distributed at Harper College. Many community groups and volunteers are contributing time and food. Those

receiving the food will also get to see other services that are available to them. Last year, it was noted, Thanksgiving meals were distributed to 60 families.

9. CORRESPONDENCE/COMMUNICATIONS

A. Letters to the Prospect Heights Police Department – Police Community Liaison Officer Conboy will present in packet – Police Community Liaison Conboy said that Thank You letters were sent to the City. A Traffic Initiative along 83 set up by the Clarendon Hills Police Department. It was a Speeding Campaign.

There were two letters – one from Buffalo Grove PD and one from Lincolnshire PD regarding a response to a request for multiple police department assistance when a U-Haul truck was stolen in Buffalo Grove and crashed in Lincolnshire. It was reported that the perpetrators had guns and one was found at the scene. Two Prospect Heights officers assisted – Officer Loiacono and Pufundt. The offenders were taken into custody without anyone getting hurt.

10. NEXT REGULAR MEETING – Wednesday, November 29, 2017 at the City Hall Council Chamber, 8 North Elmhurst Road, Prospect Heights, IL 60070 at 4:00 PM – It was noted that Chairman Meyer and Commissioner Hoffman were available. Police Community Liaison Conboy said that she would contact Commissioner Fiorito to determine his availability.

12. ADJOURNMENT - At 4:30 PM, Chairman Meyer moved to Adjourn; seconded by Commissioner Hoffman.

VOICE VOTE: All ayes, no nays

Motion carried 2 – 0, Commissioner Fiorito absent.

Approved by the Fire Police Commission on this the 29th day of November, 2017.

Chairman Meyer