



**CITY OF PROSPECT HEIGHTS
FIRE/POLICE COMMISSION
City Hall
8 North Elmhurst Road
Prospect Heights, IL 60070**

**REGULAR MEETING MINUTES
OF WEDNESDAY, September 28, 2016 at 4PM**

- 1. CALL TO ORDER** –At 4:04 PM, Chairman Meyer called to order the Fire Police Commission September 28, 2016 Regular Meeting at City Hall, Council Chambers, 8 North Elmhurst Road, Prospect Heights, IL 60070.
- 2. ROLL CALL** - Deputy Clerk Schultheis called the roll. A quorum was present.
COMMISSIONERS IN ATTENDANCE – Hoffman, Fiorito, Meyer
OTHER OFFICIALS IN ATTENDANCE – Deputy Clerk Schultheis, Deputy Chief Zawlocki, Chief Steffen, Assistant to the Chief/Community Liaison Officer Conboy
- 3. APPROVAL OF MINUTES**
 - A. August 17, 2016 – Special Meeting Executive Minutes –**
(After the Closed Session Discussion) Chairman Meyer moved to approve the August 17, 2016 Special Meeting Executive Session Minutes; seconded by Commissioner Fiorito. There was unanimous approval.
VOICE VOTE: All ayes, no nays

Motion carried 3 – 0
 - B. August 17, 2016- Special Meeting Minutes - Chairman Meyer moved to approve the August 17, 2016 Special Meeting Minutes; seconded by Commissioner Fiorito. There was unanimous approval.**
VOICE VOTE: All ayes, no nays

Motion carried 3 – 0

4. **CLOSED SESSION – At 4:05 PM, Chairman Meyer moved to go into Closed Session; seconded by Commissioner Hoffman. There was unanimous approval.**

ROLL CALL VOTE:

AYES – Hoffman, Meyer, Fiorito

NAYS – None

ABSENT - None

Motion carried 3 - 0

A. Personnel Matters Regarding Recruit Academy Update, graduation 9/26

B. August 17, 2016 Executive Session Minutes discussion, if needed

5. **RETURN TO OPEN SESSION** - At 4:27 PM, the Commissioners returned to Open Session. Roll call was taken. A quorum was present.

6. **SCHEDULED BUSINESS –**

Chief Steffen – noted the awards that were given at the previous City Council Meeting. Awards were given to Detective Sergeant. Porlier regarding a robbery, Corporal Jesus Duron for an incident involving recovery of a fully loaded twelve gauge shotgun, and four lifesaving awards. There was discussion regarding the nature of the awards and the heroin addicts whose lives were saved by officers administering NARCAN. He stated that in 2006 there were 6 opioid deaths because there was no NARCAN. The Police are trained to inject NARCAN and also have nasal inhalers.

Assistant to the Chief/Community Liaison Officer Conboy –said that on September 10, 2016, that the Police Department was contacted by two local Moms – Jeannie Leonard and Meighan Newhouse, regarding putting together an event that they would like started – a Community Group to teach their children how to give back to the community and what the responsibility of a first responder would be. Their idea for their first event was to have an event to understand what 9/11 was about as it pertained to the people who responded. They asked for the children to serve dinner to the Police and Fire Departments that were working that day. There were over 30 kids. The kids set up a buffet and ate dinner with the Police and Fire Departments. A presentation of the role of the first responders in 9/11 was given by Assistant to the Chief/Community Liaison Officer Conboy. It was a big success and the kids in the community were able to connect with first responders. The feedback was positive. A Facebook page was started for this organization. The parents have funded this themselves. Chairman Meyer said that the FPC would also like to get involved in this. Commissioner Hoffman said that children should start an early age to understand that their cooperation in the community is to be expected as they grow older, and it should be something that they learn to do naturally.

7. **OLD BUSINESS**

8. **NEW BUSINESS**

Chief Steffen – said that in regards to police equipment, the Department is looking to order new squad cars to replace existing SUV squad cars.

9. DEPARTMENTAL UPDATE

A. Officer of the Year Selection Process – DC Zawlocki discussed officer of the year selection. All of the sergeants have been asked to make a recommendation to the Chief and DC Zawlocki. The selection will be made in November.

B. Upcoming Events – Walk to School – officers get involved in the District 23 walk to school. It is by the Country Gardens. Will be done on October 5th. It is part of a national walk to school event.

10. CORRESPONDENCE/COMMUNICATIONS

Chairman Meyer – said that Hersey Crosswalk is working but people are not paying attention to it. The drivers need to pay attention to the blinking light. Chief Steffen said that Arlington Heights has responsibility for issuing citations. He noted that most of the traffic has nothing to do with Hersey but is cut through traffic. He evaluated the traffic and put up signs regarding enforcement. The Superintendent of District 214 wants to change starting and ending times to the same time as District 23 which would cause corollary issues. The Police are working with Arlington Heights and both school districts. He is getting good feedback regarding the crosswalk and its effect.

11. NEXT REGULAR MEETING – OCTOBER 26, 2016 at City Hall Council Chambers, 8 North Elmhurst Road, Prospect Heights, IL 60070 at 4 PM – may need to be cancelled because it is a schedule problem for a commissioner and the Police Chief. Chairman Meyer calls for the meeting to be cancelled.

12. ADJOURNMENT - At 4:45 PM, Chairman Meyer moved to Adjourn, seconded by Commissioner Hoffman. There was unanimous approval.

VOICE VOTE: All ayes, no nays

Motion carried 3 – 0