

Minutes of the meeting of the  
South Barrington Public Safety Committee  
Thursday, January 21, 2016

CALL TO ORDER

Chairman Abbate called the Public Safety Committee meeting to order at 4:30 pm. Present: Trustee Joe Abbate and Trustee Steve Guranovich. Absent: Trustee Therese DeSerto-Cohen. A quorum was present. Also present were Village President Paula McCombie and Chief Roman.

APPROVAL OF MINUTES

Trustee Guranovich motioned to accept the minutes of the December 3, 2015 meeting as written. Seconded by Trustee Abbate; the motion carried by voice vote.

PUBLIC COMMENTS

None.

Housewatches. Chief Roman stated that he is reviewing our commitments to the house watch program offered by the police department. The chief stated that the housewatch program is very popular with our residents and we want to make our best effort to complete this service as offered. One issue that has been raised regards requests for long term house watch service. Many residents leave town for several months in the winter and place their homes on our housewatch list. The number of homes on the list and the time commitment required sometimes make it difficult for officers to check each house every day or so. Additionally, most homeowners who go on long term absences have family members or friends who stop by regularly to check their homes. Chief Roman discussed a two tiered system for our housewatch program where residents who are gone for two weeks or less may have their house checked every day, workload permitting; and, residents who are gone for a longer period of time may have their house checked once or twice a week. Trustee Abbate stated that this seems to be a sound plan but he asked the chief to develop a new policy that clearly articulates what homeowners can expect. Chief Roman agreed and said that he will draft something that states houses on watch for two weeks or less will be checked at least once per day workload permitting; and houses on watch for more than two weeks will have them checked once per week workload permitting.

February Public Safety Meeting Date. Chief Roman will be on vacation the third week in February. He asked the committee to reschedule the February Public Safety Committee meeting for the following week. Trustees agreed. The meeting is re-scheduled to Thursday, February 25, 2016.

Budget Discussion. The committee continued the discussion from last month concerning budget items for the FY16-17 budget. Chief Roman reviewed those items by line item in the proposed budget. He distributed a memo outlining his proposal and summarized it.

Contractual:

Vehicle Maintenance- Propose to leave the line item the same as last year at \$17,250. The committee discussed purchasing an extended warrantee before patrol vehicles reach 36,000 miles.

Vehicle Conversion- Propose the budget be increased by 26.9% to accommodate three vehicle conversions instead of two. The additional vehicle is the detective car.

Professional Development- Propose budget decrease of 18.5%. Last year we increased the budget to accommodate the initial training of five new full-time officers and two new part-time officers. Most of the funds were used to train new officers and we were unable to deliver the amount of department training that we had planned; this year we hope to offer the department training. Also, our two newly promoted sergeants and one newly assigned detective have not been given training specific to their new positions.

Postage- Propose to decrease the budget by 25%. With electronic communication prevailing and no longer sending administrative notices by registered mail, we spend less money on postage.

Commodities:

Office Supplies- Propose an increase of 15.5% due in large part to our increased need for DVD copies of station and car videos.

Gasoline- Propose a 10% decrease in the budget. Our consumption is expected to increase as we have more squad cars on the street but gasoline prices have come down and are expected to stay down for the next several months.

Uniforms- Propose a budget reduction of 31%. We have outfitted all of our new officers with uniforms. This year we would like to replace officers' raincoats with high visible yellow/black raincoats at a cost of \$3,000 for the department. We will investigate any grant opportunities for partial funding.

Body Armor- Propose that we reduce budget by 67%. We have already purchased body armor for our new officers. We will leave \$1000 in the line item in the unlikely event that we would have to purchase a new vest this budget year.

Police Equipment- Propose an increase of 300%. It is the goal of Chief Roman to supply each patrol vehicle with an AED, a rifle, and a portable breath test device. Currently this equipment is shared and there is not enough to place one in each of the squad cars. We would also like to replace our outdated laser traffic speed device at a cost of about \$1,800; purchase folding barricades and a new software program by Lumen that will allow us to generate more useful reports from the New World system without having to purchase costly modules from New World.

Radios- the budget is currently at 0 for this line item. However, discussion is ongoing about what radio system to use once our UHF frequencies will no longer be available to us (by 2021). Chief Roman stated that he is currently working with QuadCom and other QuadCom agencies to determine the best course of action for all involved. They are leaning toward the StarCom radios that are more expensive. Chief Roman will keep the Committee informed.

Youth Program Expense- Propose to combine Youth Program Expenses with Community Service Expenses and keep the budget at \$1500.

Vehicle Equipment- Propose an increase of 12.8% to replace and update equipment in the new detective car.

Chief Roman added that he tries to conservatively manage the Police Department budget. The proposed budget is \$25,000 more than last year but the proposed replacement detective car accounts for almost \$30,000. We have not replaced the detective squad in 10 years and it is time

to do so. Considering all other line items of the proposed budget, absent the new detective car, we are proposing decreasing the budget by almost \$4,000 this year over last year.

Budget discussion will continue next month.

## OLD BUSINESS

Personnel Updates. Chief Roman updated the committee members on the following personnel issues.

1. Recruit Enrique Palacios is currently in the Suburban Law Enforcement Academy (SLEA). He is doing well and will graduate in March.
2. The deputy chief position remains vacant. It is unlikely that it will be filled for several months, maybe longer. Chief Roman proposed leaving it in the budget for the second half of the new fiscal year and reconsidering it after November 1. Trustees discussed the function of the deputy chief position and whether it is needed. They agreed to take some time before making a decision. President McCombie expressed concern about how funding the position could increase the overall budget and agreed to budget it for the second half of the year. Trustee Abbate disagreed, stating that it would be easier to fund the position for the full year and not spend it versus funding only half of the year and having to increase the budget next year should the position be filled.

## NEW BUSINESS

Chief Roman shared with committee members a dilemma that was brought to his attention by firearms instructors. Officers undergo firearms training four times each year. The training is often interrupted or postponed when on-duty officers are unavailable or called away. The range master asked the chief about the possibility of offering firearms training to officers when they are off-duty. This would be more efficient but would cost about \$12,000 per year in overtime. Trustee Abbate stated that he was reluctant to approve paying officers the 3 hour minimum at an overtime rate for training that only lasts about 1 hour. Chief Roman concurred and stated that he may be able to combine the firearms training making it required only twice per year instead of four times.

No action was taken.

Trustee Guranovich motioned, and Trustee Abbate seconded, to adjourn the meeting. Meeting adjourned at 5:59 pm.

Respectfully submitted,  
Mary Lampugnano, Recording Secretary

The January 21, 2016 minutes were accepted on \_\_\_\_\_, 2016.