

Minutes of the South Barrington
Public Safety Committee
Thursday, November 2, 2017

CALL TO ORDER

Chairman Abbate called the Public Safety Committee meeting to order at 3:35 pm.

ROLL CALL

Present: Trustee Joe Abbate and Trustee Steve Guranovich. Trustee Therese DeSerto-Cohen was absent. A quorum was present. Also present were Village President Paula McCombie, Trustee Bernard Kerman, Chief Tom Roman, and Police Consultant George Carpenter.

APPROVAL OF MINUTES

Trustee Guranovich motioned to accept the minutes of the September 27, 2017 meeting as written. Seconded by Trustee Abate; the motion carried by voice vote.

PUBLIC COMMENTS

None

OLD BUSINESS

Personnel Updates. Chief Roman updated the Committee on personnel matters.

1. An advertisement has been placed in the Blue Line for part-time police officer. Chief Roman stated that it will remain there for 60 days.
2. The Police Commission has approved a tentative schedule for full-time police officer recruiting and testing. January 6, 2018 is the tentative date for the written exam.
3. Chief stated that Records Clerk Melissa Powell just celebrated her one-year anniversary with the department and is doing very well.

Training.

1. The Department has implemented an online training program from Police Law Institute. The monthly training takes officers about an hour to complete. These once per month training scenarios deal with legal issues and take more time than the daily training bulletins (which focus on department policies). Feedback from the officers is that they are worthwhile.
2. IPRF (Illinois Public Risk Fund) Training. All police department employees are completing training this month in Blood-borne Pathogens. The driving simulator will be here December 5-7, 2017.

Bullet Resistant Glass for Police Lobby. Chief Roman stated that did not have an update on the bullet resistant glass. He has asked Sue Ardizzone to take over the project because Sgt. Parma is on midnights. Chief Roman will report back to the Committee when more information is available.

45 Frontline Software. Chief Roman briefed Committee members on the new software that
46 QuadCom is purchasing and making available to the departments. This is the same software the
47 committee approved a few months ago to help us deal with vacation house watches overnight
48 parking and other issues. We were ready to purchase the subscription when QuadCom mentioned
49 they were looking to purchase it for all of their departments to ease the workload on their
50 dispatchers. QuadCom is in the process of implementing it. Melissa Powell is our point person.

51
52 Scheduling Software. Chief Roman stated that he has been reviewing various software packages
53 that can assist with our police officer scheduling. He stated that they have looked at 3-4 vendors
54 at prices of up to \$1,600 per year. Trustee Abbate asked the chief if he reviewed Paylocity, the
55 software with which he is familiar. He asked that the chief provide a demonstration of the
56 software that they choose.

57 58 NEW BUSINESS

59 LEO Near Miss. Chief Roman talked about a new online reporting system that is designed to
60 share important "near miss" experiences with other agencies in an effort to relate to others those
61 close calls or unsafe occurrences that could have resulted in tragic consequences so that they
62 may avoid similar incidents. The system is anonymous, voluntary, and non-disciplinary. Near
63 Miss reporting is a way to promote safety by sharing the stories and lessons learned by other
64 agencies. The chief stated that it is available online.

65
66 Guardian Tracking Software. Chief Roman and Police Consultant George Carpenter briefed the
67 Committee on the performance tracking software that the department would like to purchase.
68 Guardian Tracking allows you to document incidents and maintain records so as to be able to
69 provide real-time records of performance on employees. This system encourages transparent
70 communication and honest feedback that gives employees no surprises at evaluation time.
71 Guardian Tracking would cost \$1,344 per year plus a \$470 one-time implementation fee. The
72 evaluation review committee Chief Roman started is currently evaluating our performance
73 review process and will develop a more meaningful evaluation process. The committee sees
74 Guardian Tracking as a valuable part of that process. Trustee Guranovich motioned to
75 recommend to the full Board of Trustees the purchase of Guardian Tracking software at a cost
76 not to exceed \$1,344 plus \$470 implementation. Seconded by Trustee Abbate, the motion
77 carried.

78
79 Station Video System Update. Chief Roman updated the Committee regarding the video system
80 in the station. The current system is not capable of storing audio/video files for 90 days. A short
81 term solution was to slow down the frame rate of the cameras but that did not completely solve
82 the problem. Chief Roman reminded the committee that \$5,500 is in the current police
83 department budget to address the video storage problem. The chief has met with Mike Spiro who
84 recommends a video system called Blue Iris. Chief Roman will brief the Committee when he has
85 more information.

86
87 State Law Requiring Policy of Chemical Testing of Officers Involved in Shooting. The chief
88 shared that it is a new law that requires police departments to establish a policy that any officer
89 who is involved in a shooting must submit to chemical testing before the end of the shift. This
90 matter is now in the hands of our labor attorney.

91

92 OTHER BUSINESS

93 The Committee discussed the job description of Deputy Chief. They considered whether any
94 adjustments were needed. The consensus was that the job description requires no changes.

95

96 Chief Roman shared that he has been approached by the owners of Speedy G's Towing in South
97 Barrington who have asked that they be considered to contract with the Village to provide
98 towing service. They provided the chief with a written proposal. We have used Pete's-A-Towing
99 of East Dundee for many years and have done so without a written contract. The chief said he
100 will contact Pete's-A-Towing as well to ask them for a written proposal and bring both proposals
101 to the Committee.

102

103 EXECUTIVE SESSION

104 None

105

106 ADJOURNMENT

107 Trustee Guranovich motioned, and Trustee Abbate seconded, to adjourn the meeting. Meeting
108 adjourned at 4:20 pm.

109

110

111 Respectfully submitted,

112 Mary Lampugnano, Recording Secretary

113

114 The November 2, 2017 minutes were accepted on _____, 2017.