

Approved MINUTES Public Health and Safety Committee 7-24-17
Location: Village Hall

Call to Order 7:05 pm.

Roll Call: Bill Muehl, Jeremy Tunis, Jim Rogers, Josh Sotos, Felice Borisy-Rudin, Tim Crisp

Staff: Interim Police Chief Jerry Jansen; Village Administrator Karl Frantz

Minutes from 7/05/17. Josh Sotos moved, Jeremy Tunis 2nd, all in favor 6:0.

Update on Police Chief recruitment process by Karl Frantz: Application deadline was Friday. About 13 or 14 applications, all or most of which meet the minimum qualifications. Next phase will be the law enforcement panel. Those that pass the law enforcement panel will be forwarded to the interview committee, and to desk interviews by Karl Frantz. Karl Frantz, Chief Jansen and the Riseling Group will develop the interview questions. Chief Jansen recommends that the interview panel consider using follow-up questions to personalize the interviews. Committee members provided feedback for developing interview questions. Committee discussed time frame for checking references, and recommends that references of the 2 or 3 best candidates be checked. If only 2 or 3 forwarded to interview committee by law enforcement panel, then the process of checking references should be started before the interviews. If more, then the 2 or 3 best candidates should have their references checked after the interviews. Committee recommends that references be checked before any candidate's name is forwarded to the Board for approval.

Review of the Riseling Group's report: Chief Jansen summarizes the report, that the department has run fairly well, has a few nuts & bolts areas with room for improvement, and communication could be improved. Karl Frantz also agrees that the main area for improvement is interdepartmental and intradepartmental communication. The Riseling Group found that our staffing levels are adequate, but that there may be a need to shift around our existing staffing and reallocate supervisory staff to accomplish the power shift needs. Chief Jansen notes that we are top-heavy on supervisors/experienced staff, and three of them work the same shift at the same time (e.g. 1st shift), while 2nd and 3rd shift go with younger, newer officers. In addition, the senior level staff's duties are not well-delineated. Shifting some of the supervisors would provide a higher level of experience at the more critical times. Chief Jansen will work on creating a recommendation for a new structure. Chief Jansen will be creating a document with his recommendations for the new Police Chief, separate from the Riseling Group's report. Jim Rogers asks that the Riseling Group's recommendations be added in summary or bullet form to the report.

Animal Licensing Ordinance: Trustee Borisy-Rudin reports on first reading of the animal ordinance amendment. Committee discusses the amended language that passed the first reading: No person shall . . . "Allow the pet to habitually, i.e., more than once within a year, be on another person's property without permission from the property owner." Felice moves recommending removing the ordinance that exempts belled cats from being at large. Jim 2nds. Motion passes 4:2. Next meeting September 11, 2017, 7 pm. Agenda items: police chief hiring process, animal ordinance, Chief Jansen's recommendations, budget issues.

Meeting ends 9:15 pm.

Respectfully submitted by Trustee Felice Borisy-Rudin