



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

**REGULAR MEETING MINUTES
OF WEDNESDAY, April 25, at 4PM**

1. CALL TO ORDER – At 4:15 PM, Chairman Meyer called to order the April 25, 2018 Fire/Police Commission Meeting at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070.

2. ROLL CALL - Deputy Clerk Schultheis called roll.
COMMISSIONERS IN ATTENDANCE – Chairman Meyer, Commissioners – Fiorito, Hoffman
OTHER OFFICIALS IN ATTENDANCE – Deputy Police Chief Zawlocki, Police Liaison Conboy, Deputy Clerk Schultheis.

3. APPROVAL OF MINUTES

A. March 28, 2018 Regular Meeting Minutes – Chairman Meyer moved to approve the March 28, 2018 Regular Meeting Minutes as presented; seconded by Commissioner Fiorito. There was unanimous approval.

VOICE VOTE: All ayes, no nays

Motion carried 3 - 0

4. CLOSED SESSION - If needed - None

5. RETURN TO OPEN SESSION

6. OLD BUSINESS

A. Presentation of the Mayor’s Lifetime Achievement Award to Chairman Meyer – It was noted that Commissioners Fiorito and Hoffman accepted the award from the Mayor for Commissioner Meyer at the Mayor’s Breakfast on April 21, 2018. – **No action was taken.**

7. NEW BUSINESS

A. Retirement of Officer Jerry Coglianesse – It was noted that Sergeant Coglianesse was one of the City’s original officers in 1990. He has been with the City for 28 years. Deputy Chief Zawlocki said that the City will need to replace Officer Coglianesse. He will be retiring around July 15.

B. Potential Hiring of a Replacement officer – Deputy Chief Zawlocki was looking for authorization to begin the background checks on the next two off of the list of potential Prospect Heightsofficers -

Michael DeBoer and Colleen – who were both past desk employees. **Chairman Meyer moved to direct Police Chief Steffen and Deputy Chief Zawlocki to do background checks on the next two candidates in line on the recruitment list; seconded by Commissioner Hoffman. There was unanimous approval.**

ROLL CALL VOTE:

AYES -	Hoffman, Meyer, Fiorito
NAYS -	None
ABSENT -	None

Motion carried 3 – 0

C. Annual Report Information

a) New hires/retirees/officer assignments for Annual Report – Chairman Meyer would like a list of who the City hired in the calendar year.

b) New Equipment Purchase – For the report, Chairman Meyer would like a list of all new equipment purchases.

c) Any other issues/events/matters of significance - Chairman Meyer would like a list detailing each officer’s assignment.

8. DEPARTMENTAL UPDATE

A. Equipment Update – Deputy Chief Zawlocki said that the Police Department had two new squad cars.

Deputy Chief Zawlocki said that the Police Department would be getting a new records management system through Northwest Central. Motorola would be implementing the new system. It will be running by next October or November, 2019. Northwest Central said that this upgrade may not cost the cities anything. It will be implemented in the squad car and the station.

Deputy Chief Zawlocki said that there are candidates for the detective spot, and Detective Porlier will begin interviews the first week of May. Officer Caponigro is the next one on the Sergeant’s list.

Police Liaison Conboy- OUTREACH – it was noted that everything is set to go. There are flyers that are being passed around to get kids signed up.

It was noted by Liaison Conboy that Pete Deol would step in her place. Deputy Chief Zawlocki said that Pete Deol will be doing double duty for awhile.

Interns – Deputy Chief Zawlocki said that the Police will be looking at hiring some interns for the summer. He and Detective Caponigro had interviewed three students for the summer. One possibly two will be chosen.

9. **CORRESPONDENCE/COMMUNICATIONS**

10. **NEXT REGULAR MEETING – May 30, 2018 at City Hall Council Chambers, 8 North Elmhurst Road, Prospect Heights, IL 60070 at 4 PM – Looks good for all commissioners.**

12. **ADJOURNMENT - At 4:26 PM, Chairman Meyer moved to Adjourn; seconded by Commissioner Fiorito. There was unanimous approval.**

VOICE VOTE: All ayes, no nays

Motion carried 3 - 0

Approved by the Fire Police Commission on the 30th day of May, 2018

Chairman Jerry Meyer