

**POLICE COMMITTEE
MEETING MINUTES
FEBRUARY 1, 2010**

1. Call to Order

Chairman Sylvia McIvor called the meeting to order at 6:01 p.m. Committee members in attendance: Alderman John Galan and Alderman John Poteraske.

Staff members in attendance: City Administrator Bryon Vana, Assistant to the City Administrator Scott Coren, Chief of Police Robert Pavelchik, Deputy Chiefs of Police Dave Skala and John Cooper.

Elected officials in attendance: Mayor Kathleen Weaver, Treasurer Michael Coren, Alderman Halil Avci (arrived at 6:35 p.m.)

Others in attendance: Frank Noverini, 8613 Creekside Lane, Darien

2. Approval of Minutes

As this being the first meeting, there were no minutes to approve.

3. Communication

As this being the first meeting, there were no communications to the Committee.

4. New Business

a. Committee Orientation

Administrator Vana spoke to the Committee on how he viewed the Committee's function in reviewing police related materials before the City Council. These materials will include ordinances, budget items and a review of expenditures. Alderman Poteraske indicated he would like to see an explanation of the Dispatch Center at a future meeting.

b. Draft FYE 11 Police Department Budget

Chief Pavelchik gave the Committee an overview of how police staffing levels are determined. The factors that go into this evaluation include: the geography of the community, the percentage of calls requiring two officer responses versus a one officer response, the level of calls for service and traffic enforcement, a comparison of similarly situated municipalities, the history of staffing the Darien community and the level of service the Darien community demands/expects. From this evaluation, the Chief has determined that a minimum staffing level of five officers on duty in Darien at all times is the proper staffing level. Alderman Galan indicated that he thought the police staffing level was too high and should be reduced. The Committee began to review the police department budget for FY11 specifically focusing on police department overtime.

The Committee recessed at 6:55 p.m. in order to attend the regular City Council meeting. The Police Committee reconvened at 8:12 p.m.

The Committee continued their discussion of police department overtime. The Chief presented the Committee with spreadsheets detailing how overtime is used in the police department and indicated that these were hand calculations; the current payroll system does not provide this information. Mr. Vana indicated that he thought a proper police staffing number would be 38 officers by elimination of the IT position and DARE/PR position; Alderman Galan thought the number should be closer to 35. Alderman Galan asked the Chief how he could cut \$1,000,000 from the police budget. The Chief indicated that a layoff of ten officers would reach that level, adding that in a service oriented business the only way to substantially reduce the budget is through a reduction of personnel. The committee suggested that staffing be reduced through attrition (retirements) and that issues related to staffing, service and overtime be reviewed monthly at the committee meeting.

c. **Recruitment Alternative-Police Department/Hiring Qualified Officers Who Have Been Laid Off From Other Departments**

The Committee discussed a proposed ordinance that would allow the Police Commission to hire police officers who have been laid off from other municipalities. Motion by Alderman Galan, second by Alderman Poteraske to forward this ordinance to the full Council; three ayes by voice vote, motion carries.

5. Department Report

At future meetings the Chief will present a report on department activities to the Committee.

6. Public Comment

Mr. Noverini participated in the previous discussions of staffing and budgeting, indicating his concern that there should be no reductions in staffing.

7. Next Meeting Date

Monday, March 1, 2010, 6:00 p.m.

8. Adjournment

Motion by Alderman Galan, seconded by Alderman Poteraske; by a voice vote of three aye votes, meeting was adjourned at 9:13 p.m.

Minutes Submitted by: Chief Robert Pavelchik

Approved: _____
Date

Alderman: _____
John Galan

Chairman: _____
Sylvia McIvor

Alderman: _____
John Poteraske