

Village of Rossville
Police, Health & Safety Committee Meeting
December 14, 2022
6:00 p.m.

A quorum was established as Chairman Black and Trustees Gammon and Hackett were physically present at the committee meeting held at the Rossville Municipal Building, located at 120 East Attica Street in Rossville, Illinois. Guests present were Mayor Queen, Clerk White, Trustees Cornell and Sturm, Chuck Moyer and Kenneth Gammon.

Chairman Black called the meeting to order at 6:00 p.m. The purpose of the meeting was to review past minutes, review policy and procedure updates, discuss Sgt. Greene Request for SRO role, discuss schedule to include specific times for OT, status on Chuck Moyer training, old business-court case review status, status update on seat replacement/repair on Ford Explorer, policies to consider and clarifications for Chief Role, new business and executive session to discuss appointment to SRO under 5 ILCS 120/2 C1.

Minutes for committee meetings held October 12, 2022, October 19, 2022 and November 2, 2022 were presented. Motion was made by Hackett, seconded by Black to approve the minutes for the committee meeting held on November 2, 2022. Vote: Hackett, yes; Gammon, yes; Black, yes.

Motion was made by Gammon, seconded by Black to approve the minutes for the committee meeting held on October 19, 2022. Vote: Gammon, yes; Black, yes; Hackett, yes.

Motion was made by Gammon, seconded by Hackett to approve the minutes for the committee meeting held on October 12, 2022. Vote: Black, yes; Hackett, yes; Gammon, yes.

Policy and Procedures Updates – Trustee Black updated the police policies and procedures with the discussed items from past meetings. Trustee Gammon suggested 2 changes: 1) changing the 1st shift hours to 7:30a.m.-3:30 p.m., when school is in session, instead of 8-4, to cover the crosswalk on pg. 8, Section 44.2.7 and 2) Section 20.2-“No original departmental record shall be destroyed, altered or permanently removed from its file without prior approval of the Chief of Police, Mayor, Police Health & Safety Chairman and the State of Illinois”...add to maintain a record, to be maintained in a file, of officer’s name, time and date records are removed. No other amendments were vocalized. The amended policies and procedures manual will be presented to the Board for approval.

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Schedule to include specific times for OT – Mayor Queen is waiting on a December schedule. Mayor Queen also instructed Officer Wimmer to have no overtime unless she is working on a case that requires it. Trustee Gammon stated, in her opinion, that the schedule should state who is working what hours and when Officer Wimmer is moving from SRO to work the night shift and what time.

Update on Chuck Moyer's training – Chuck Moyer will be going to firearm qualifications on Friday. Mr. Moyer completed the written exam for the 115 hour training on the computer. Mayor Queen reported that a background criminal check was performed on Mr. Moyer. Mr. Moyer must submit 5 personal references to be sent to the State. Mayor Queen and Mr. Moyer will meet tomorrow to prepare the paperwork, upon completion of Mr. Moyer's firearms training on Friday, to remit to the State.

Old Business: Court cases-Sgt. Greene, Mayor Queen and Chairman Black will meet to review the court cases.

Seat Replacement on Ford Explorer update-Mayor Queen reported Sgt. Greene has ordered the new seat covers but are waiting on their delivery.

Policies to Consider-Sgt. Greene reviewed the Policies and Procedures and found some policies that are in Danville PDs manual but not in the Village of Rossville's manual. The policies included in Danville's but not Rossville's are the following: Sexual Harassment, Personnel Policies/Personnel Files, Use of Force/Levels of Force, Use of Force: Firearms, Alcohol & Tobacco Enforcement compliance Checks and Special Responses/Responding to Persons with Mental Illness.

Trustee Black suggested preparing an employee handbook for all Village employees if there is not an employee handbook adopted.

Committee members reviewed the suggested policies to consider. The committee recommended to not proceed with the Use of Force/Levels of Force, Use of Force/Firearms or Alcohol/Tobacco Enforcement policies at this time. The remaining policies will be added to the proposed policies and procedures for Board approval.

Trustee Sturm voiced a complaint regarding a mini-bike/moped running the streets at 2 a.m.

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Motion was made by Black, seconded by Gammon to adjourn to executive session to discuss appointment to SRO under 5 ILCS 120/2 C1. Vote: Hackett, yes; Gammon, yes; Black, yes. The meeting adjourned to executive session at 6:59 p.m.

Motion was made by Black, seconded by Gammon to leave executive session and return to regular session. Vote: Black, yes; Gammon, yes; Hackett, yes. The meeting returned to regular session at 7:07 p.m.

Motion was made by Gammon, seconded by Hackett to adjourn the meeting. Vote: Black, no; Hackett, yes; Gammon, yes. The meeting adjourned at 7:07 p.m.

Respectfully submitted,

Chris White
Village Clerk

Committee approved 01-11-23