GLEN ELLYN POLICE DEPARTMENT SYNOPSIS

In February 1995, the Police Department began a series of meetings to draft a Statement of Purpose and a Statement of Values. Five months later, the final version was presented to the whole department for approval. The process was open to all members of the department both sworn and civilian. A review is planned for 2008.

Statement of Purpose

The purpose of the Glen Ellyn Police Department is to keep the peace and maintain order in Glen Ellyn; to safeguard the community and prevent crime; to uphold the law and bring to justice those who break the law; to help the public, educate the community and encourage compliance with the law; and in fulfilling this purpose to exercise appropriate discretion and sound judgment based on the best interests of the community.

Statement of Values

The Glen Ellyn Police Department and its members honor these values:

In all that we do, we must be honest and ethical; be reliable and trustworthy; be committed to excellence; and seek to be more effective through continued growth and learning.

In serving the community, we must treat all people fairly, with respect and without prejudice; be prepared and vigilant; respond immediately when we are needed; be approachable and open but respect confidentiality; work with the community to maintain community values; strive to keep problems from arising and resolve situations without worsening them; and observe high standards of behavior.

As members of the department, we value one another's contributions and need to work together and support one another.

Staff

The Police Department is authorized 56 FTE employees in the FY08/09 Budget. Of this number, 33 are police officers, 10 are police supervisors. The remaining are civilian employees, 9 of which are employed on a part-time basis (9 part-time employees are equal to 4 full-time employees due to the number of hours worked per week). Full-time Police Department personnel work 40-hours per week. Police services, including records and clerical operations, are provided around the clock every day of the year.

Sworn officers are hired and promoted up to the rank of Sergeant through and under the direction of the Glen Ellyn Board of Fire and Police Commissioners. This is a three-member group of community volunteers appointed by the Village Board for three-year terms. They serve without pay and are responsible for conducting entrance and promotional examinations for police officer and sergeant positions. They also are responsible for conducting disciplinary hearings for sworn members of the Department if requested by the Village President or Chief of Police.

In order to become a police officer in the Police Department, an applicant must pass a written examination, physical agility examination and a personality profile examination. Candidates also undergo a polygraph examination, a comprehensive background investigation, and interviews with both a psychologist and the members of the Board of Fire and Police Commissioners. The names of candidates who pass all of these tests are placed on an eligibility list, which remains valid for two years.

In 1999, the Board of Fire and Police Commissioners authorized a team of police officers and civilian police employees to conduct the entire testing process in Glen Ellyn and again at Western Illinois University in Macomb, IL. This was a remarkable event. It was the first time the process was conducted away from Glen Ellyn, and it yielded the most productive police officer eligibility list in more than five years. This has continued since its inception and has included testing at other Universities as circumstances permit.

After being hired, police officers spend about 24 months on probation. They are immediately sent to a 12-week basic law enforcement course. This course is available from a number of training agencies within the State of Illinois. However, we typically send officers to the Police Training Institute at the University of Illinois in Champaign. We believe this academy provides the best all-around education available. After graduation from this basic 480-hour course, which is both practical and academic, the officer returns for sixteen weeks of field training with Department training officers. During this period the officer is evaluated and if he or she has performed satisfactorily, is allowed to work on his or her own during the balance of their probation (approximately one and one half year). The Department takes the probationary period for Police Officers very seriously. This is the time to decide whether a new officer’s performance really matches the needs of the Department and the community. Throughout probation, the officer's performance is continually evaluated and a decision is made whether to retain the officer. Since 2001 the Department has hired43 Police Officers. As of February of 2008, eighteen (42%) of those officers did not satisfactorily complete the probationary

phase of employment. While some may choose to leave because they chose the wrong career, most are asked to leave because of a failure to meet our standards. Assuming an officer completes probation, we expect it to take an average of about three years for a sworn officer to have sufficient skills through training and experience to be able to perform their duties with minimal supervision.

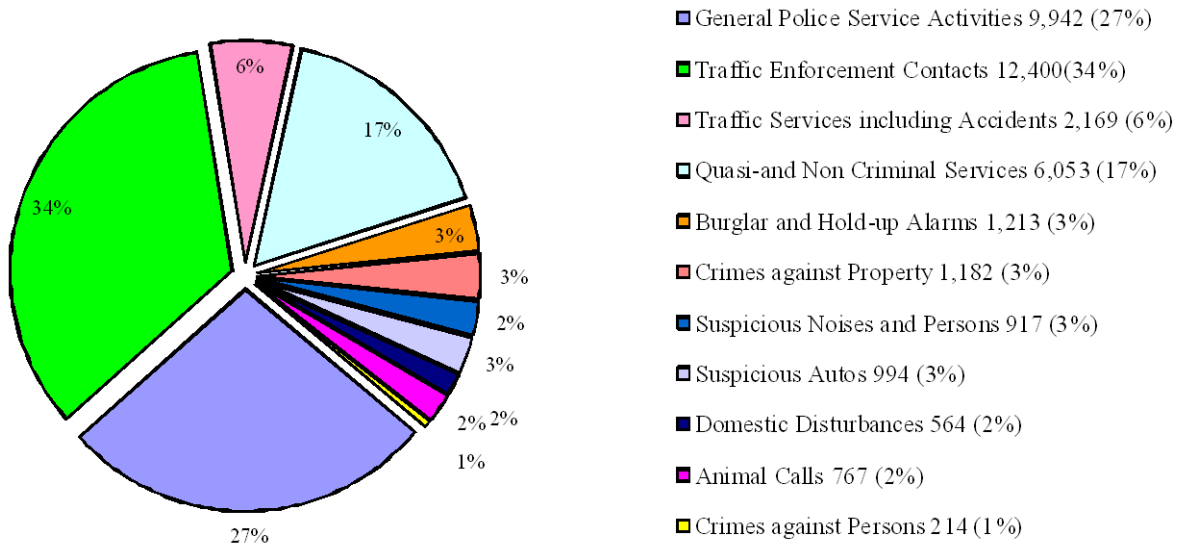
Activity

During calendar 2007, the Glen Ellyn Police Department handled 36,415 "incidents" of various kinds, an average of 100 incidents per day (an average of 82 incidents per day in 2003, 95 in 2004, 100 in 2004, 2005 and 2006). "Incidents" include both self initiated activity (an Officer observes something while on patrol and takes action) and complaints (an Officer is called to a scene and takes action). Typically, about 55 – 60% of activity is self-initiated. The Department investigated 214 crimes against persons, (which include homicide, assault, battery, robbery, and sex crimes) and 1,182 crimes against property, (which include burglary, theft, criminal damage/trespass, narcotics and deceptive practices).

The following table compares calendar 2007 total activity with previous years:

1999	**2000**	**2001**	**2002**	**2003**	**2004**	**2005**	**2006**	**2007**	
31,509	33,403	27,995	27,959	29,984	35,702	36,611	36,681	36,415	**Total Incidents**

The Chart below shows a categorical separation of calendar year 2007 activity.



General police services (9,942 – 27%) includes 67 types of activities such as calls for people who have locked their keys in their car, building checks (primarily an overnight activity), assistance to other agencies (i.e. the Fire Company, ambulance, other police departments, County Sheriff, etc.), foot patrols and all of the other routine and extraordinary functions performed day-to-day.

Quasi-criminal and non-criminal services (6,053 – 17%) include improper parking, juvenile problems, liquor complaints, disorderly conduct, investigating 9-1-1 calls, suspicious circumstances, death investigations, weapon investigations and more.

Crossing Guards

The Police Department is responsible for staffing 7 school crossings within the Village. This represents a reduction of two positions this year due to inactivity. Civilian school crossing guards are paid on a daily-rate basis.

Parking Control

Another associated responsibility of the Police Department is that of parking control within the Central Business District. During calendar year 2007, 9,494 parking tickets were issued throughout the Village, with approximately 53% of them issued as a result of the parking control program within the Central Business District. Due to the high number of tickets issued each year, the fine structure was increased in late 2002 as a deterrent to parking offenders, especially repeat offenders in the CBD.

The focus of our parking control program in the Central Business District is twofold: first, to ensure that short-term parking intended for consumers of products and services provided by retail and professional businesses is not used by long-term parkers; and second, that fees required by ordinance are paid and long-term leased/permit space customers are not disenfranchised. Our objective is to provide for an orderly and usable parking system, which will benefit the vehicle operator, the Village, and the business community as a whole. Beginning in 1996 we assigned one parking control officer exclusively to the Central Business District. The officer carries a cellular phone with the number given to CBD merchants and members of the Chamber of Commerce and Economic Development Corporation. This enhances our ability to provide an atmosphere of education rather than one of enforcement among the business and parking community. The customers become familiar with the officer who is in a position to rapidly respond to the issues and concerns of the CBD parking patrons.

In 2006, the Village Board approved an ordinance to prohibit Central Business District employees from parking on the street during normal business hours. Simultaneously, the Village provided additional low-cost alternative parking for the employees.

DuComm

We receive our public safety communication services through DuComm, which is a central communication organization comprised of 12 member municipal police departments and 16 member municipal fire departments or independent fire districts in DuPage County. Our Department has been a member of DuComm since its formation in 1976. DuComm is mostly funded by each member's annual contribution. For police, the formula for this contribution is based on the number of officers. The Glen Ellyn Police presently receive all communication and communication staff services from

DuComm for which we will pay $368,000 this year. They answer all Glen Ellyn 9-1-1 calls and dispatch our officers, paramedics and Volunteer Fire Department. In calendar year 2007, DuComm handled 41,477 Glen Ellyn police dispatches, which includes calls for service and administrative duties, a 1.96% decrease over calendar 2006.

Over the past couple of years, Glen Ellyn and several other communities have pursued a cooperative arrangement with DuComm and the Emergency Telephone System Board (ETSB) to enhance DuComm's level of service by hosting a Records Management System. In January 2004, the ETSB approved a contract valued at over $1,300,000 that provides RMS services, at no cost, to our Police Department and all other DuPage County municipalities. This package enables us to perform wireless, paperless, in-car reporting and should result in substantial man-hour savings. For us to pursue our own RMS package would have cost us an estimated $300,000. In 2007, we continued to implement different features associated with the records management system.

DuMEG

Beginning in FY85/86, the Village provided funds that enabled our Department to join a regional drug enforcement group, known as the DuPage Metropolitan Enforcement Group (DuMEG). DuMEG is comprised of member police agencies from throughout DuPage County. In 2007, the DuMEG unit initiated 272 cases and seized drugs with a street value of $164,805,208! Additionally, DuMEG arrested 279 persons (4 of them were Glen Ellyn residents). These drug cases resulted in the seizure of 35 firearms and 26 vehicles throughout DuPage County. Glen Ellyn's contribution to DuMEG is $22,500 a year.

Children Center

Beginning in FY 86/87, the Village provided funds that allowed our Department to participate in the DuPage County State's Attorney's Children Center. This is a specially created, cooperative investigative unit, which handles sexual abuse crimes against children. The Children Center began operations on March 2, 1987. In 2007, the Children Center initiated 363 cases, of which 9 happened in Glen Ellyn. Glen Ellyn's financial contribution to the Center is $4,300 per year. We look forward to our continued participation because of greater staffing efficiency and reduced victim trauma.

DARE/ School Safety Officer

Beginning in 1992, we began teaching the DARE Program (Drug Abuse Resistance Education) for the fifth grade classes in School District 41. In 1995 we included St. Petronille School. Additionally we teach the program in all four School District 41 elementary schools, and at Park View Elementary School (District 89). We have three officers trained to teach the fifth grade curriculum. In 1994 we began teaching the Junior High School DARE program. In 2004, the State of Illinois stopped supporting DARE

and its training due to financial reasons. Glen Ellyn has restructured our program and now exclusively teaches a new fifth grade curriculum. In the 2007-08 school year, over 500 fifth grade students will participate in the elementary school DARE program. We anticipate our DARE officers will spend over 1,000 hours in classroom teaching and preparation.

The fifth grade DARE program now lasts 11 weeks (the previous program lasted 17 weeks) and involves a one-hour class presentation per week for each fifth grade class. The DARE curriculum was modified in 1995 to include additional gang and violence resistance components. The DARE program helps to satisfy the Illinois State Board of Education's fundamental requirements for health education and drug prevention. The unique aspect of DARE, which sets it apart from other school based drug education programs, is the fact that its curriculum is delivered by a uniformed police officer and not by a classroom teacher (which is a considerable benefit to both the student and the officer).

The long-term goals of DARE include:

- A reduction in the supply of controlled substances as a result of reduced demand
- Violence resistance education
- Gang resistance education
- A more positive identification of police officers by children
- Improved decision making in all life situations
- An overall reduction in criminality

High School Liaison

Beginning in school year 1996/97 we dedicated a police officer to serve as a full-time liaison for Glenbard West High School. The officer received special training including certification as a Juvenile Officer. The High School provides an office and secretarial services and, through an intergovernmental agreement, pays about 77% of the salary and related costs of our officer. This program has received very positive feedback from the school and community. In 2001 and 2006, we replaced the officer in this assignment to keep the perspective fresh and provide different opportunities for others. We now expect this assignment to rotate among qualified officers about every 3 or 4 years.

Traffic Unit

In FY02/03 we began enforcement of statutory truck weight regulations with the purchase of portable weight scales. Specially trained officers focused on the detection and apprehension of overweight truck violators. Overweight trucks pose an additional driving hazard and are responsible for more rapidly deteriorating streets. The Officers assigned to the traffic detail also patrol throughout the Village in areas where specific traffic attention is warranted as time permits. This includes: school zones, construction zones, newly paved streets, and where residents alert us to special concerns.

Community and Senior Citizens Police Academy

The Community Police Academy began in January of 2002. Through four sessions so far, over 64 Village residents have attended a series of classes on law enforcement topics as well as general Village government issues. The Academy provides community members an opportunity to learn about the job of a police officer in their community. Through various guest speakers and various meeting locations, they will also gain insight into other areas such as: Village government, DuComm, Public Works and the Volunteer Fire Company. "Graduates" have been very positive in their critiques and comments following completion of the program.

In 2006, we held a Seniors Police Academy with 25 senior citizens that lasted seven weeks and followed the curriculum of its predecessor. Again, the "graduates" gave very positive feedback concerning their experience and critique of the program. We are planning 2 more in 2008, including one off site at a local retirement community.

We hope that these programs will generate interest in other Department programs and result in our establishing a corps of Police Department volunteers who can spend some time assisting us with various tasks.

"Coffee with the Cops"

In December 2007, the Police Department began a new public outreach initiative dubbed "Coffee with the Cops". On the first Saturday morning of each month the Chief of Police and/or the Deputy Chief(s) of Police play host to interested residents. Participants can talk about neighborhood issues such as traffic or parking; seek information on various police programs; learn about specific police duties and responsibilities, such as investigations, traffic reconstruction, evidence collections, etc. This allows people another opportunity to interact with law enforcement personnel in a non-enforcement environment.

Emergency Planning

The Police Department has taken the lead in developing the emergency plan for the Village. Previously, the Village had a operated under a Disaster Plan that fortunately was never activated. The Federal government has now mandated that Emergency Plans be developed and meet a variety of standards. The Village of Glen Ellyn has partnered with the Villages of Wheaton, Winfield, the College of DuPage and the DuPage County Office of Homeland Security to test our capabilities through a cooperative exercise in spring of 2008.