

# **Village of Park Forest 2020/2021 Budget**

## **POLICE DEPARTMENT**

### **DEPARTMENT MISSION AND FUNCTION**

The mission of the Police Department is to protect life and property and enhance the quality of life for all citizens through enforcing the laws of the State of Illinois and the ordinances of the Village of Park Forest, in accordance with Constitutional rights. The men and women of the Police Department, working under the motto "*Proud to Serve*", take pride in providing professional police service to the community they have sworn to protect. The Police Department is committed to serving all citizens equally, in a manner that is both procedurally just and transparent.

The Police Department is budgeted for forty-two sworn officers and nine full-time civilian employees. Part time and seasonal employees are utilized to perform Records Division duties, Community Service Officer (CSO) functions, Crossing Guard duties and to staff the Police Athletic and Activity Center (PAAC) summer youth program.

The Police Department is divided into two divisions; Support Services and Field Operations. Both divisions are supervised by a Deputy Chief who reports directly to the Chief of Police.

### **STAFFING CHANGES**

Late 2019 saw a reorganization that impacted overall staffing of the Police Department. A Sergeant who oversaw Community Policing was returned to the Patrol Division to assist with shortages in Field Operations and a new civilian position, Community Engagement Coordinator, was created to fill the role of managing traditional responsibilities that previously fell under Community Policing and to bolster youth and victim services. One full time police officer assigned to a federal drug task force operated by the Drug Enforcement Administration, the High Intensity Drug Trafficking Area Unit, was recalled and returned to the Patrol Division. A police officer vacancy left by a retirement was not filled due to that recall. The result was the number of sworn officers of the Police Department fell by one, the full-time civilian positions increased by one, but the changes allowed one additional sworn officer to be added to Field Operations.

The sworn position that was eliminated with the recall of the task force officer was reallocated to the budget in early 2020 as the Police Department took advantage of grant funded position through the Illinois Statewide Auto Theft Taskforce (ISATT) that is described under Field Operations.

## SUPPORTS SERVICES

The Support Services Division consists of a Deputy Chief who oversees a Commander, the Records Supervisor and the entire Records Section staff, and the Community Engagement Coordinator. One Police Facility Maintenance Worker, two part-time CSO's, the Crossing Guard Program, and PAAC staff are also part of the division.

The **Support Services Deputy Chief's** responsibilities include overseeing the functions of community engagement, management of the lock-up facility and related processes, managing the police department vehicle fleet and quartermaster system, overseeing evidence retention processes and the evidence room, overseeing the records functions, building maintenance, overseeing the debt collection process, the crossing guard program, and other functions and processes which support field operations. This position is also responsible for overseeing administration of both the Administrative Adjudication Program and the Vehicle Seizure Program.

The **Administrative Adjudication Program**, or M-Court, provides an alternative method for adjudicating parking violations, municipal ordinance offenses and violations of the Village's vehicle seizure ordinance. An appointed local hearing officer, who is a licensed attorney, adjudicates parking tickets and/or municipal citations; however, his/her ruling can be appealed through the Circuit Court if desired. The program is intended to reinforce the Village's commitment to deal with minor breaches of public order as outlined by Village Ordinance, along with illegal parking and vehicle sticker violations, without the need for referral to the formal criminal justice system.

The Vehicle Seizure Ordinance is intended to send a strong message to violators that committing crimes while using a vehicle is not tolerated in Park Forest and results in the impoundment of involved vehicles and a fine of up to \$500. At the direction of the Village Board, 20% of all vehicle seizure fines are directed to the Police Department to be used as additional funding for youth services, which generally results in over \$20,000 being spent on the youth of Park Forest through programs such as the Youth Violence Prevention Engagement (YVPE), the Police Athletic Activity Center (PAAC), Unity Day, Safe Halloween, and Teen Zone.

The **Records Supervisor**, a civilian senior staff position, supervises the Records Section. The Records Section ensures the Police Department is fully compliant with all state standards for record dissemination, retention, and expungement, preparing court/bond transfers, maintaining police reports and related documentation, and maintaining 24-hour service at the front desk. The Records Section is staffed by five full-time and five part-time Records Clerks (when fully staffed) and one full-time and one part-time Administrative Assistant.

The newly formed position of **Community Engagement Coordinator** is a full-time civilian position which handles many of the duties formerly held by the Community Policing Sergeant/Officer. Additionally, this position focuses on youth services, especially where juvenile delinquency and juveniles who have experienced trauma intersect with law enforcement, as well as victim services. The position manages the Youth Violence

Prevention Engagement and also coordinates the screening program (ACCESS) of all juveniles in Police Department custody for Adverse Childhood Experiences (ACE) and the associated resources to which the Police Departments facilitates connection. The position also oversees Handle With Care, a new program implemented in early 2020 that allows the Police Department to make notification to schools when the Police Department becomes aware that a student has been part of a traumatic experience, while ensuring the schools are equipped to provide trauma-informed responses.

## **FIELD OPERATIONS**

The **Field Operations Deputy Chief** oversees a division that includes both the Patrol Division and Investigations Division. It is staffed with 5 Commanders, 6 Sergeants, and 27 personnel the rank of patrol officer, which includes one officer temporarily assigned to the Illinois Statewide Auto Theft Taskforce.

The **Patrol Division** currently operates on a 12-hour shift format on two-month rotations between night and day shift. Officers proactively seek to prevent and interrupt crime, ordinance violations, traffic violations, and parking violations and respond to calls for service to maintain order and preserve public peace. The Patrol Division is currently staffed by four squads each consisting, when fully staffed, of one Commander, one Sergeant and five Patrol Officers. An extra Sergeant position is used to assist with supervisory shortages and overall staffing levels of the Patrol Division.

The Police Department increases functionality and efficiency by having members assigned to several **multi-jurisdictional task forces**. Two personnel are generally assigned to each team which includes the South Suburban Emergency Response Team (SSERT), the Suburban Major Accident Reconstruction Team (SMART), and the Illinois Emergency Alarm System (ILEAS) Mobile Field Force, a regional team responsible for responding to natural disasters, man-made disorders and other Homeland Security issues. Having personnel serve as part of multi-jurisdictional teams provides the dual benefits of the availability of those team's resources for use in Park Forest when needed and providing valuable experience, training, and networking opportunities to personnel assigned to those teams.

The **K9 Unit** consists of one multipurpose patrol dog used for narcotics detection, offender apprehension and search/rescue. The Police Department intends to add an additional K9 team to the program in the 2020/2021 fiscal year.

The **Investigations Division** consists of a Detective Commander, a Detective Sergeant and 5 Detectives and is responsible for more serious and complex criminal investigations, as well as conducting background checks and other duties. The unit is mandated by the Cook County State's Attorney's Office to handle investigation of all Part I type criminal investigations (Index Crimes), which include crimes against persons such as Homicides, Sexual Assaults, Armed Robberies, etc. It is also responsible for tracking and referring serious juvenile offenders to both Cook and Will County Juvenile Courts. Several detectives are assigned to the South Suburban Major Crimes Task Force (SSMCTF), a multi-jurisdictional homicide unit. When at full staffing the Community Action Team

(CAT), consisting of two additional investigators, focuses on proactive investigations such as obtaining search warrants related to illicit narcotics sales and other crimes and addresses other problem issues and areas as assigned.

## **COMMITMENT TO MEETING YOUTH NEEDS**

The Police Department focus on providing youth services includes what was formerly the Saturday-morning Community Service program. Since 1998, the Village of Park Forest has used its M-Court to divert juvenile offenders from the Cook and Will County Juvenile Court systems when appropriate. In 2017 this program, which formerly assigned juveniles found liable in municipal hearings to partake in restorative-justice community service tasks, was transitioned to the **Youth Violence Prevention Engagement (YVPE)**. This program, overseen by the Community Engagement Coordinator and one police officer, provides curriculum-based, trauma-informed education and mentoring to juvenile offenders for 4 hours on Saturdays for a total of 16 hours. The goal of this program is to provide needed services to at-risk youth to reduce recidivism and to help youth adopt healthy life-outlooks. A result of this program has been the implementation of a drop-in program for youth who have completed the YVPE. The **Law Enforcement Adolescent Development Drop-In (LEAD Drop-in)** arose organically after youth expressed a desire to remain connected with structured adult mentoring.

In early 2018 the Police Department implemented a program whereby all juveniles taken into custody at the Police Department are screened for Adverse Childhood Experiences (ACE) through the **Adverse Childhood Critical Events and Safety Screener (ACCESS)**. Juveniles who provide a positive response to any of the questions are linked with resource providers based on the need. Screening is conducted by the Community Engagement Coordinator or by officers who are certified juvenile officers and who have received trauma-informed training.

The **Police Athletic and Activity Center (PAAC)** program, which was started in June of 1997, provides positive youth activities for children from Park Forest and surrounding areas for 6 weeks in the summer. The program goal is to provide engaging recreational activities in a safe environment during summer evenings. Youth who become part of PAAC are also exposed to the principles of fairness, tolerance, teamwork, personal discipline, and self-improvement. There is a nominal fee and Park Forest youth are given priority.

The Police Department also implements **additional initiatives** aimed at meeting youth needs, including the B.I.C.Y.C.L.E. program (Better Involvement Concerning Young Children's Learning Experience) which allows police personnel to give bicycles and/or computer tablets to school children in each of the Park Forest elementary through junior high schools each month. Unity Day, National Night Out, and the Eastgate Pop-Up Party are Police Department-led events to foster positive interaction between law enforcement and youth, while the Police Department also participates in many other youth programs that are run by or in partnership with other Village departments such as Youth Day, Kids Back to Parks, Safe Halloween, and 4<sup>th</sup> of July activities. Police personnel also serve as police liaisons at Rich East High School and Michelle Obama School of Technology and the Arts

and at the Library, and participate in school programs such as judging science and art fairs and partaking in career days.

## **PROBLEM ORIENTED POLICING**

The Police Department continues its implementation of the **Problem Oriented Policing (POP)** program which pairs individual patrol officers with specific neighborhoods as liaisons between the community and the Police Department. While an on-duty officer is always dispatched to a call for service, the neighborhood's POP Officer may be tasked with addressing longer-term problems or quality of life issues that cannot be handled within one shift, and are the neighborhood's personal contact with the Police Department. POP officers also attend neighborhood meetings, block parties, and provide additional patrol to their assigned neighborhood.

When staffing levels are adequate, proactive tactical officers are assigned to the Department's **Community Action Team (CAT)**, which falls under the supervision of the Investigations Division. This team is tasked with a variety of assignments that can include narcotics intervention, violence reduction, and targeting specific quality of life issues, among other missions as the needs of the community change. Due to staffing shortages, this unit has not been staffed for several consecutive years.

The **Village's Crime Free Housing Ordinance (CFH)**, enacted in March of 2008, compels landlords to obtain a Crime Free Housing license and take an active interest in the well-being and actions of their tenants. All landlords are mandated to register for a license, attend a CFH seminar presented by the Police Department, provide minimum standards of home security on their properties, and take eviction action against tenants who violate lease agreements through criminal activity. The Police Department works with property owners to improve their properties and provides low-cost tenant screenings through the Department's membership in the Illinois Crime Prevention Association.

## **ACCOMPLISHMENT OF 2019/2020 IMPLEMENTATION OF THE BOARDS GOALS:**

1. Generate Economic and Business sustainability for the Village.

The Police Department will continue to use the Directed Focus to maintain officer foot patrols in commercial and multi-family residential areas, including Downtown Park Forest and Village facilities such as the Library and Aqua Center, increasing the safety and well-being of area business owners, patrons, and residents, and increasing the perception of Park Forest as a welcoming and safe place to do business.

*The Police Department continued concentration on officer foot-patrols in business areas. During these business checks officers interacted with business owners, employees, and patrons in an effort to promote a safe environment in business districts. In 2019 officers reported conducting over 4,600 business checks of this type. The dual goal of business checks is both a crime prevention measure and also to create opportunities of positive interaction in a community-policing effort. Additionally, police*

*personnel frequented numerous Downtown events, including Main Street Nights, the Farmer's Market, 4<sup>th</sup> of July activities, and Safe Halloween, among other events throughout the Village business districts, such as hosting two "Coffee with a Cop" events at 7-Eleven in June and October of 2019.*

*The Police Department continued its partnership with the Library in which police personnel work as Library Liaison Officers on weeknights, with salary reimbursement provided by the Library. Officers provided safety and security during peak Library hours, but also interacted with patrons, especially youth, in an effort to continue to build relationships while providing a safe environment at a well-used public space.*

2. Create an infrastructure capital plan that is flexible in dealing with trouble spots.

The Police Department will continue to respond to problem areas and specific issues impacting Village infrastructure, specifically roadways, through Directed Focus initiatives via the Patrol Division.

*Each patrol period the Patrol Division partook in a Directed Focus, which is a division-wide focus on a specific problem area during time not spent on calls for service. The Directed Focus was often centered on roadway initiatives, such as DUI enforcement (33 DUI arrests reported in 2019), speed enforcement, and distracted driving (223 municipal citations issued for distracted driving in 2019). As an example, one Directed Focus concentrated on illegal passing of stopped school buses, while others focused on speed enforcement in school zones. Speed signs were strategically placed in response to resident complaints of speeding as well.*

The Patrol Division will continue to be utilized to keep Park Forest roadways safe for travel for motorists, cyclists, and pedestrians, enforcing traffic laws and Village ordinances.

*The Police Department worked to keep the Village's roadways safe by partaking in strategic traffic and impaired driving enforcement. In the 2019 patrol period, police officers reported conducting over 3,300 traffic stops and handling nearly 2,800 illegal parking situations. Traffic stops led to over 200 vehicle seizures, which resulted from using a vehicle in offenses such as DUI, driving with an invalid driver's license, possession of drugs, and other misdemeanor and felony charges. An additional 166 hours of traffic enforcement was provided by the Police Department partaking in Illinois Department of Transportation-funded DUI, seatbelt, and distracted driving enforcement initiatives throughout the year.*

The Investigations Division will focus a portion of resources on obtaining and executing search warrants for locations narcotics are determined to be sold. The Special Assignment Team (renamed Community Action Team) will be re-implemented as staffing levels permit.

*The Community Action Team was not implemented through the majority of 2019 due to staffing shortages, however the Investigations Division still focused on proactive investigations when possible and served 11 search warrants which resulted in the*

*recovery of 9 illegally possessed firearms and cocaine, heroin, and cannabis, as well as evidence of felony crimes.*

3. Develop a renewed, contemporary youth program.

The Police Department will continue to implement the Youth Violence Prevention Engagement in partnership with the Urban Youth Trauma Center and seeks ways to improve and/or expand services.

*The Police Department continued to provide a juvenile court diversion program for juveniles found liable through the M-court system. The Youth Violence Prevention Engagement (YVPE) occurred on Saturday mornings. During the program the Community Engagement Coordinator and a police officer provided mentoring and training through a curriculum-based violence prevention program to 46 youth in 2019. This program served to keep low-level offenders out of the formal juvenile justice system while providing needed mentoring and resources to reduce the likelihood of re-offending, especially through violent crime. The Police Department continued to implement ACCESS- Adverse Childhood Critical Events and Safety Screener- a screening that is completed with all juveniles in Police Department custody, with a goal of identifying at-risk factors in a juvenile's environment and directing them and their families to community resources. Between October of 2018 and September of 2019, the Police Department screened 115 juveniles for Adverse Childhood Experiences (ACE) with the ACCESS screening tool, with 46 positive responses including sexual abuse, running away, physical abuse, and parental abuse. Those with positive responses were connected with the appropriate resources.*

*The Police Department underwent a restructuring in the second half of 2019 which saw the Community Policing Officer position transitioned to a civilian position with the title of Community Engagement Coordinator. With a greater focus on youth services, especially as it pertains to the impacts of trauma on community health, the position goes beyond coordinating community relations events, focusing on problem issues in the community and connecting those in need, especially youth, with needed resources and helping Park Forest become a trauma-informed community.*

Police personnel will build/maintain relationships with students at Rich East High School, the Michelle Obama School of Technology and the Arts and the eight Park Forest grammar schools through liaison programs and continue involvement in their activities and the BICYCLE program.

*The Police Department collaborated with Recreation and Parks in financially supporting (through vehicle seizure funds) and bridging youth programs so that youth had opportunities to remain engaged with positive activities. Police personnel continued to build relationships with Rich East High School, Michelle Obama School, Barack Obama School, and the eight Park Forest grammar schools through liaison programs and continued involvement in their activities such as science fairs, PEER programs, Peace Summits, Outdoor Education, and others, and attended several "career days", representing the profession of law enforcement to area students.*

*The Police Department continued giving away bicycles and computer tablets in the eight grammar schools across Park Forest, raffled off for those students who attained goals encouraging positive behavior set out by the individual schools as part of the sixth year of the BICYCLE program. In 2019 the Police Department gave Park Forest students 48 bicycles, helmets, and locks in the program and 9 computer tablets purchased with asset forfeiture and/or vehicle seizure funds. Additional bicycles were given away at community events such as Unity Day and Youth Day.*

The Police Department will continue to offer the Police Athletics and Activities Center (PAAC) program in the summer with a strong concentration on involvement from Park Forest youth.

*The Police Department continued to run the Police Athletics and Activates Center (PAAC) program in the summer with a strong concentration on involvement from Park Forest children. The 2019 PAAC program served a total of 65 youth participants, 46 of who were from Park Forest. The 2019 staff of 20 members, many of whom were former PAAC participants, carried out the day-to-day functions of the program.*

The Police Department will partner with Recreation & Parks in joint programming by providing funding from the vehicle seizure program and mentoring youth involved in those programs with Police Officer participation when resources allow.

*Vehicle Seizure funds were shared with Recreation & Parks to assist with funding of youth programs such as TEEN ZONE, which served over 100 area youth in the after-school program. Additional funds were expended for the Safe Halloween program, which provides a safe alternative to traditional trick-or-treating. The Police Department also hosted Unity Day on August 7, 2019, the last night of Main Street Nights. The Police Department continued to provide an officer at regularly scheduled Main Street Nights as well, to both provide safety and also engage in a community-policing effort.*

The Police Department will continue to identify and develop opportunities to have positive, meaningful, interactions with the youth of Park Forest in a variety of non-traditional settings.

*Below is in addition to other interactions with area youth already mentioned:*

*In early 2019 the Police Department sponsored a mail drive for injured officer Tim Jones. As a result, numerous children from across the region and even across the country, including entire classrooms and youth sports teams, sent cards and letters in for the injured officer. Several of the classroom and sports teams' presentations were featured on social media.*

*In April of 2019 the Police Department sponsored its second annual Teen Zone night, which included a basketball tournament, free throw contest, a bike give-away and food,*



*with nearly 100 teen participants who interacted directly with numerous police personnel.*

*In July of 2019 the Police Department hosted a “Pop-Up Party” in the Eastgate subdivision, with support from the Fire, Recreation and Parks, Economic Development, and Public Works Departments, grilling hot dogs, playing football, giving away books, and interacting with youth and adults.*

*Throughout the year Police Department personnel attended numerous school events, including the Mohawk School Open House, Michelle Obama School of Technology and the Arts Kidpreneur Extraveganza and their Patriot Day Dinner, Rich East High School orientation assemblies, Rich East High School Military and First Responders Recognition at a football game, and the Rich Township School District 227 Annual CTE College and Career Readiness Fair, among many others.*

*In August of 2019 the Police Department’s social media team created a back-to-school safe driving video that included interview-style questions of area school children about safe driving. This humorous and heart-warming video was used to remind motorists to drive safely in school zones.*

*In August of 2019 the Police Department participated in National Night Out, with police personnel visiting block and court parties throughout the multi-family areas of Park Forest, interacting with numerous youth and hosted Unity Day, the final night of Main Street Nights which draws approximately 1,000 attendees and has numerous events that focus on children.*

*In October of 2019 the Police Department participated in the Fire Department Open house and in December of 2019 the Police Department participated in a Victory Centre of Park Forest toy drive.*

*In December of 2019 the Chief of Police participated in a public service announcement-style video produced by School District 163 students to warn about the dangers of making threats of violence against schools.*

*The Police Department hosted several different school groups and tours throughout the year and Police personnel routinely interacted with area youth while on patrol and during area events, many of such interactions which were subsequently highlighted on social media.*

#### 4. Improved Code Compliance based on existing studies and innovative solutions.

The Police Department will continue its activities with the Problem Oriented Policing (POP) program and community outreach with a focus on resolving issues with Code Compliance through communication, education, and enforcement, when necessary.

*The POP program continued with police officers assigned to specific neighborhoods as liaisons between the police department and the community. Quality of life issues were*

*addressed with emphasis on compliance, rather than issuing citations as a first resort. Officers attended the Village's Neighborhood Meetings, block parties and neighborhood events, as well as the multi-family areas' annual meetings. Officers continued to engage citizens and have positive interactions while patrolling their assigned Problem Oriented Policing areas. An on-line interactive map was launched in April of 2016 which allowed residents to identify and contact their POP officer and was continued through fiscal year 2019/2020. Additionally, the Police Department actively utilized social media platforms to both educate and interact with the public regarding community concerns, many of which are directly connected to Code Compliance.*

The Police Department will continue to partner with the Building Department and other Village departments to ensure properties are maintained to code and other ordinances are enforced.

*The Police Department continued active enforcement of code and ordinance violations throughout 2019. As an example, 111 junk/abandoned vehicle issues were resolved. Additionally, partnership with the Building Department resulted in notification of homes that were found to be uninhabitable through response to calls for service, and the Police Department assisted the Building Department with inspections.*

The Police Department will continue to assist and partner with the Building Department to ensure properties are maintained to identifying landlords who are not keeping their property up to code and continue to use the Crime Free Housing ordinance to warn, and when necessary, evict rental tenants who commit crimes in Park Forest.

*The Police Department and Building Department continued to partner in identifying problem households and landlords who were not keeping properties up to code or who were engaging in criminal activity. The Crime Free Housing Ordinance addressed problem tenants that adversely impact quality of life in Park Forest. In 2019, the Police Department issued 933 Crime Free Housing licenses and 194 Municipal Ordinance Violation citations were issued to property owners for failure to obtain a Crime Free Housing license. As of early 2020 there were 4,736 properties registered through the Crime Free Housing program. In 2019 the Police Department issued 74 warning notices to landlords regarding minor criminal or quasi-criminal behavior on the part of their tenants or visitors at the rental property and the Police Department hosted a Crime Free Housing Seminar for landlords as a requirement to obtain their license with the Village. Twelve Notices of Eviction for serious criminal offenses were sent to landlords in 2019. In each case, the problem tenants moved out voluntarily with no action required by the Village, nor were there any court-ordered evictions. As a testament to the effectiveness of the Crime Free Housing Program, over 110 problem renters have been removed from properties since the program's inception in March of 2008, with less than 10 resulting in court-ordered evictions.*

*In 2017 the Police Department began partnering with the Water Department to gain compliance with the Vehicle Registration Ordinance. After analysis of registration data provided by the Illinois Secretary of State, in early 2020 over 900 tickets were issued to residents who failed to purchase their vehicle sticker.*

The Police Department will continue to review Village ordinances it is tasked to enforce, to ensure the ordinances are relevant, clear, and in line with Village goals.

*The Police Department updated the Village ordinance as it pertains to fines for parking violations, compliance violations, and village sticker violations. At the fine amount of \$25 since the early 1990's, the ability to deter these types of violations had been eroded over 25 years of inflation. In January of 2019 the Village Board approved an increase to \$50 for initial offenses of these types of violations.*

*In August of 2019 the Police Department updated language in the Village ordinance to reflect the current rank structure of the Police Department, replace gender references with gender-neutral references, and establish the ability for the Board of Fire and Police Commissioners to directly appoint police officers following an abbreviated hiring process during those times when a register of eligibles is expired or no candidates are available and the Board has not yet established an eligibility list.*

*In October of 2019 the Police Department updated the Village ordinance to reflect new Illinois legislation which prohibits tobacco, alternative nicotine products and electronic cigarettes to those under 21 years of age.*

*On January 1, 2020, Illinois legislation legalized recreational cannabis under certain conditions. Throughout 2019 the Police Department worked with other Village departments and legal counsel to update Village ordinance language to reflect the changes in Illinois law as well as provide for a new cannabis business licensing process.*

5. Fiscal and Service sustainability based on the triple bottom line concept.

The Police Department will continue renovating the nearly 70-year old police facility, keeping it as an example of sustainability and the re-use of current resources. Goals for the 2019/2020 fiscal budget included finishing the remodeling of the former administrative wing, including relocation of the Watch Commander Office and Report Writing Room and the addition of a Bunk Room and additional office space.

*Through the 2019/2020 fiscal year the Police Department completed renovation of the former administrative wing (last used for that purpose in the early 2000's), adding a bunk room and small conference room. The remodel of an area that had not been updated in decades provided for relocating the Patrol Division closer to access to the police vehicle parking area and also bringing the Watch Commander Office in closer proximity to the Report Writing room. It also allowed for the addition of television monitors in the Watch Commander Office and Report Writing Room to allow for visual monitoring of calls for service and the police facility via surveillance video, including the holding cells, as ensuring the safety and security of the secured lock-up area is of high priority. Remodeling of the Report Room area off of the lobby was also completed, which included adding one additional Report Room (for a total of 3), and the conversion of a former Report Room to be used for records retention. A majority of the*

*labor was performed by the Maintenance Facility Worker and Building and Grounds personnel from the Recreation and Parks Department, saving thousands of dollars in labor costs. Work on remodeling the Break Room began in the first quarter of 2020 and is expected to continue into the 2020/2021 fiscal year.*

The Police Department will continue to seek federal and state grants to supplement equipment and training needs. The Police Department will efficiently use funds from the state and federal asset forfeiture funds to obtain resources and supplement the budget.

*The Police Department applied for a STEP grant in late 2018 and was awarded \$7,800 to be applied towards distracted driving initiatives in April of 2019.*

*In April of 2019 the Police Department was awarded a \$1,000 grant by Aftermath and also received Personal Protective Equipment for personnel from the company.*

*The Police Department was awarded a \$28,262.00 IDOT grant for traffic safety enforcement efforts from October of 2019 to September of 2020.*

*In late 2019 the Police Department was part of a collaborative that received a grant of \$284,000 through the Illinois Criminal Justice Information Authority, awarded to implement TACTIC, Total Access Collaborative for Trauma Informed Care (TACTIC) initiative. The program is a cross-system collaborative that allows the Police Department to recognize and identify youth who have experienced trauma, make notification to the child's school, and fund resources for mental health partners, while also ensuring all parties are trained in trauma-informed responses.*

*Seeing a need for updated training on Active Threat Response, the Police Department sponsored train-the-trainer certification brought through CRI-TAC (Collaborative Reform Initiative Technical Assistance Center) a program of the US Department of Justice COPS Office. This free training by National Tactical Officers Association instructors allowed agencies from throughout the region to have personnel certified as Active Threat Response trainers. The Police Department had two personnel certified through that course.*

6. Sustain the Village's role as a catalyst for innovative change in the region.

The Police Department will continue its innovative training program, utilizing in-house, certified instructors, on-line training, membership in regional training groups, outside training courses and conferences, and use of Command Staff Leadership Workshops to ensure all personnel remain highly trained and at the forefront of modern policing concepts.

*The Police Department remained at the forefront of providing up-to-date training to its officers, utilizing in-house instructors for most use-of-force curriculum, Mobile Training Units (North East Multi Regional Training and Tri-River) for other advanced topics, and monthly on-line training through the Police Law Institute, which satisfies*

*state-mandated training requirements. The Police Department also continued working to have all qualifying Field Operations personnel certified in Crisis Intervention Team (CIT) Training, Rapid Medical Response, Juvenile Officer Certification, and advanced training in Interviews and Interrogation. On-line training through FEMA was used to have all personnel, sworn and civilian, trained in explosive recognition and bomb threat response and command staff trained on Continuity of Operations Planning for Pandemic Influenzas.*

*The Police Department held its 4<sup>th</sup> annual Command Staff Leadership Workshop (CSLW) in November of 2019. The CSLW for Sergeants was a 1-day event that included a review of the Emergency Management Plan and Temporary Holding Facility policies and a behind-the-scenes tour of safety and security operations at the United Center in Chicago by supervisory security personnel. The CSLW for Commanders was a 1-day event that began with a Table Top Exercise involving an active threat scenario inside of a theater. The TTX included a live demonstration of the Rescue Task Force concept with police and fire personnel, and was featured on a Fox32 news broadcast.*

The Police Department will continue to work towards the goal of having all sworn personnel certified as Juvenile Officers and certified in Crisis Intervention Training and Interview and Interrogation as new officers are hired.

*New legislation in 2018 required police officers to have 2 years of service prior to receiving Crisis Intervention Team certification. The Police Department had all Field Operations personnel who qualified certified in that advanced training as of early 2020. Until new officers are eligible to become Crisis Intervention Team certified, they receive crisis and mental health-related training. All sworn personnel were certified Juvenile Officers, and all non-probationary officers had attended interview and interrogation training or were scheduled to attend in early 2020.*

The Police Department will focus on procedural justice and fair and impartial policing in both training and in practice and will continue its focus on juvenile justice issues and continue to seek ways to expand services for Park Forest Youth.

*In October of 2019 the Chief of Police and a Deputy Chief participated in the Illinois Association Chiefs of Police and NAACP's World Café at Homewood-Flossmoor High School, the first ever that brought teens and police personnel together in round tables to discuss the Shared 10-Principles of both organizations.*

*The Chief of Police served as a Guest Speaker at the 2019 League of Women Voters Issues Briefing in Chicago, his presentation focusing on fair and impartial policing.*

*The Chief of Police and a detective served as Keynote Panel Presenters at the 2019 Supporting High Risk Youth in Puerto Rico Conference, San Juan, Puerto Rico, at the request of the Urban Youth Trauma Center, UIC- Chicago.*

*Command staff reviewed the 2018 Illinois Traffic Stop Study and the Pedestrian Stop Study as well as related procedural justice issues at a Command Staff Meeting, with*

*discussions centered on fair and impartial policing when it comes to traffic enforcement.*

*The Chief of Police gave several presentations that focused on both current challenges in law enforcement and law enforcement's evolving relationship with procedural justice, presentations given at locations including Governors State University, at the Park Forest Public Library, and to the Park Forest Civic Leadership Academy.*

*Procedural justice topics were incorporated into department in-house training and select personnel attended outside training through local Mobile Training Units concerning the topic. On-line training through the Illinois Police Law Institute also addressed fair and impartial policing topics.*

*In 2019 the Police Department, with assistance of the Village Communications Director, participated in a police officer recruitment that sought to increase the number of female and minority applicants through a campaign titled "See Yourself In Service". As of March 2020, the Police Department had the highest number of female sworn officers and the most racially diverse staff since inception.*

The Police Department will be a leader in law enforcement transparency.

*In January of 2019 the Police Department implemented the use of body-worn cameras. While serving multiple purposes, one of the intents of body-worn camera use is to increase transparency of Police Department responses.*

*Reporting of annual data on citizen complaints and their resolutions is continued in the 2020/2021 budget. The entire budget narrative is then also posted on the Village website.*

*The Police Department continued to use social media throughout 2019/2020 to inform the public about serious events taking place within in the Village and other information impacting police service and public safety.*

The Police Department will continue its presence on social media and interacting with the community in an on-line format, and will continue to facilitate opportunities for police officers and the public to interact in positive settings in person.

*The Police Department is at the forefront of law enforcement interacting with the community through social media and is known regionally for efforts in building community relations through this format, being repeatedly featured in Chicago news market programming. The highest reaching social media post of 2019 reached over 600,000 people.*

*The Police Department's extensive community policing efforts included hosting 2 Coffee with a Cop events, an Eastgate "Pop-Up Party", promoting and attending National Night Out block parties, hosting a third annual Unity Day, participation in*

*numerous Village and community events, and many more person-to-person interactions in non-formal settings through the community.*

**PERFORMANCE MEASURES:**

The ultimate performance measures of a police department are the crime that it prevented and the relationships it created within the community, both of which are difficult to measure. That said, data reflecting incidents that occurred in a community, crimes solved, and enforcement action taken are relevant indicators of what a police department encountered and accomplished within a year.

**Police Calls for Service**

SouthCom Dispatch Center was established in 2000 and began dispatching calls for service in 2002. In 2003 they began utilizing Sungard HTE for Computer Aided Dispatch (CAD) and Records Management System (RMS). In May 2011, a new CAD and RMS system, FREQUENTIS, was implemented, and in July of 2016, that system was replaced with Spillman. As each of these systems utilized different criteria for identifying and tallying calls for service, a comparison of total calls for service between those years provides an unreliable performance measure. Additionally, different police administrations have chosen to set different criteria for generating an official number for a call for service. Such differences make it difficult to compare calls for service between time periods when different CAD and RMS systems were in use and when such administrative changes were implemented. As it is anticipated that SouthCom will continue to use Spillman into the foreseeable future, year to year comparisons will become more reliable from 2016 and beyond. The following chart represents call totals by year.

<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
16,236	16,504	18,052	15,644	17,126	17,529	19,509	19,113	17,251	17,651

It should be noted that calls for service do not reflect police activity for which no call number was generated or for traffic stops which did not result in arrests.

**Criminal Incidents**

In 1930, Uniform Crime Reporting (UCR) was implemented nationwide as a way to record information on crime statistics. UCR statistics are collected, published, and archived by the FBI. However, as UCR reporting criteria has changed throughout the years and the analyzation of police reports for UCR statistics cannot be automated and requires human judgement, using UCR data alone as a performance measure is unreliable, especially for year-to-year comparisons over a longitudinal period.

UCR data the Police Department recorded for Index Crimes for the preceding 7 years is presented in the following chart. Index Crimes are the 8 crimes the FBI combines to produce its annual crime index and include criminal homicide, forcible rape, robbery, burglary, aggravated assault, theft, motor vehicle theft, and arson. For years prior to 2014,

“Clearance” indicates the number of crimes cleared by arrest *and* exceptionally cleared. “Exceptionally cleared” cases are where a perpetrator was not charged with that particular incident for reasons outside the control of the Police Department. Starting in 2014, only clearances in which the offender was charged with the crime (and not “Exceptional Clearances”) are listed in order to mirror the data supplied to the State of Illinois for Uniform Crime Reporting.

	2013	**	2014	**	2015	##	2016	##	2017	##	2018	##	2019	##
Criminal Homicide	2	2	0	0	1	0	2	1	1	1	1	1	1	2
Rape	12	9	7	1	14	6	2	0	6	4	4	4	12	6
Robbery	47	30	30	8	26	6	35	10	26	20	24	12	25	10
Aggravated Battery	13	11	31	28	29	17	32	24	25	14	32	19	35	24
Burglary	122	51	110	10	95	12	112	20	70	7	74	8	62	6
Theft	320	63	254	74	279	75	210	43	217	36	219	27	251	30
Vehicle Theft	20	3	20	9	21	3	33	11	41	3	51	2	50	11
Arson	4	1	1	0	3	0	5	0	3	0	7	0	3	1
Total Index Crime	540	170	453	130	468	119	431	109	389	85	412	73	439	90

\*\* Clearances by arrest *and* exceptionally cleared

## Clearances by arrest only

As stated, clearance data after 2014 does not include all cases cleared, but only those cleared by arrest. Additionally, under UCR reporting a single event can have more than one clearance. For example, the Police Department cleared one criminal homicide in 2019 with the arrest of two persons, resulting in data for one incident but two clearances. Additionally, the number of incidents reported does not necessarily reflect the number which occurred in a single year. For example, while 12 rapes were reported in 2019, some of the reported incidents occurred several years prior or more. For those reasons, understanding year to year crime trends requires looking beyond UCR reporting alone.

The Investigations Division is assigned most Index Crimes as well as other serious crimes as determined by the Investigations Division Commander. The following chart presents data on the total number of active cases the division handled each year, and will include cases that remained active from any previous year.

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019
# Cases Investigated	260	333	263	273	286	223	225	297	408

Clearance rates include all cases cleared by arrest of the offender (CBA) and cases which are exceptionally cleared, which includes cases in which the victim chooses not to assist in the investigation or no longer wishes to prosecute, the alleged crime is determined through investigation to be unfounded, or the case is otherwise solved but does not result in criminal charges. Cases that are closed “Inactive” are considered to have all possible investigative leads exhausted and are not expected to be cleared without additional and unexpected



information being received. As such, the clearance rate is the number of cases successfully closed each year (CBA and exceptionally cleared) divided by the total number of cases closed that year.

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019
<b>Clearance Rate</b>	87%	87%	89%	94%	85%	72%	78%	89%	87%

Cases which are actively being investigated are not factored into the clearance rate. Many cases are cleared or placed in inactive status in years subsequent to their assignment, so clearance rate totals reflect the total number of cases closed within the calendar year, rather than all of those assigned.

### **Traffic, Parking, and Municipal Ordinance Enforcement- Citations**

Traffic and parking enforcement is conducted to ensure roadways are safe and free from obstructions. In 2015, Illinois law eliminated the use of traffic citation data to compare officer performance, and as such, the tracking of traffic citations through self-reporting was eliminated. Total traffic stop data for 2015 to 2019 is provided below. Traffic stops may be resolved through moving citations, compliance citations, or with a warning.

	2015	2016	2017	2018	2019
Traffic Stops	4,042	3,668	4,576	3,579	3,390

Parking citation data for 2012 through 2019 is reflected in the below chart.

	2012	2013	2014	2015	2016	2017	2018	2019
Parking	3,161	3,093	3,132	3,012	3,271	5,241*	4,470*	4,268*

\* In 2017, the Police Department, in partnership with the Water Department, began issuing parking citations to registered owners of all vehicles registered to Park Forest who were not in compliance with Village Sticker purchase. These numbers are reflected in the parking ticket totals.

Unlike the traffic stop data, parking citation data reflects numbers of citations written and not the number of incidents handled, as many incidents are resolved informally through warnings and/or compliance and may not be formally recorded in all cases.

For less serious offenses, the enforcement of municipal ordinance violations allows law enforcement to address criminal and quasi-criminal activity without referral to the formal criminal justice system. The following is a breakdown of the municipal citations issued by year from 2012 to 2019:

	2012	2013	2014	2015	2016	2017	2018	2019
Alarms	140	357	7	383	149	318	421	367
Alcohol	12	12	26	11	18	11	21	18
Animal	75	42	50	54	59	95	108	121
Assault	2	0	4	7	4	2	2	4
Battery	28	10	21	24	21	12	7	18
Cell Phone Use While Driving		14	91	88	27	174	57	223
Curfew	16	13	4	14	18	23	6	7
Crime Free Housing		27	54	241	180	294	170	194
Criminal Damage	5	7	6	1	4	5	5	4
Discharge Air Gun	1	2	1	0	2	1	2	2
Disorderly Conduct	32	39	23	60	34	23	31	35
Disorderly House	6	1	4	3	3	0	3	4
License, Registration	195	166	304	304	104	353	88	54
Junk Vehicles	4	1	6	4	3	6	7	1
Obstruct/Resist Police	6	13	5	6	9	10	13	11
Cannabis	60	46	86	113	128	170	148	117
Possession of Drug Paraphernalia	9	3	11	12	24	36	37	21
Possession of Tobacco	9	2	3	4	2	1	5	1
Theft	8	6	13	30	9	13	5	2
Trespass	12	20	9	12	12	25	5	9
Truancy	29	11	2	8	8	8	7	4
Running Unattended Vehicle	0	0	0	2	0	0	2	34
Miscellaneous*	142	41	33	2	118	69	130	129
<b>Total</b>	<b>791</b>	<b>833</b>	<b>763</b>	<b>1381</b>	<b>936</b>	<b>1649</b>	<b>1278</b>	<b>1380</b>

\* Miscellaneous- noise violations, vehicle equipment violations, fireworks, violation of park rules, etc.

## Traffic Crashes

A goal of the Police Department is to reduce traffic crashes through traffic enforcement. While a variety of factors contribute to the number of traffic crashes reported each year, the combined efforts of public education and enforcement are expected to impact this number.

Year	Total Collisions	# Fatality Collisions	# Injury Collisions	# Killed	# Injured
2019	391	0	109	0	155
2018	403	0	89	0	125
2017	416	0	98	0	143
2016	348	1	79	1	113
2015	335	1	61	2	77

## Community Relations

In 2016, the Police Department began systematically tracking citizen complaints. Citizen complaints include any allegation of misconduct or improper job performance that, if true, would constitute a violation of department policy or of federal, state or local law. Inquiries about conduct or performance that, if true, would not violate any of the above may be handled informally by a supervisor and are not considered a citizen complaint. Such inquiries generally include clarification regarding policy, procedures or the response to specific incidents by the Police Department. Citizen complaints are investigated by a supervisor and each case is closed with one of the four following dispositions:

Unfounded - When the investigation discloses that the alleged acts did not occur or did not involve department members.

Exonerated - When the investigation discloses that the alleged act occurred but that the act was justified, lawful and/or proper.

Not sustained - When the investigation discloses that there is insufficient evidence to sustain the complaint or fully exonerate the member.

Sustained - When the investigation discloses sufficient evidence to establish that the act occurred and that it constituted misconduct.

The below chart provides citizen complaint data regarding police officer conduct by year:

Year	Total Citizen Complaints	Unfounded	Exonerated	Not Sustained	Sustained
2019	5	1	4	0	0
2018	13	7	3	1	2
2017	7	2	5	0	0
2016	4	3	1	0	0

In many cases exonerated complaints are found to have originated due to a citizen's misunderstanding of police authority by law or basic law enforcement procedures. Complaints which are sustained result in discipline and/or additional training. Additionally, citizen complaints may be found to be unsubstantiated but their investigation still result in the discovery of performance-improving steps that can be taken. All citizen complaints are taken seriously.

The Police Department has engaged in community outreach via social media since 2011 when the Park Forest Police Facebook page was created. While on-line engagement will never replace face-to-face interaction between a law enforcement agency and the community it serves, social media allows for exponential reach, which becomes vital for public education, crime prevention, community notifications and crime alerts, obtaining public assistance in identifying offenders, and general public relations. The following chart shows the Police Department's continued increasing reach via social media:

	<b>Facebook</b>	<b>Twitter</b>	<b>Instagram</b>
	# of followers		
Mar-20	16,400	3,000	4,000
Mar-19	12,300	2,600	3,600
Mar-18	10,700	1,800	3,300
Mar-17	8,500	750	2,300
Mar-16	3,500	300	100
Mar-15	2,000		

The Police Department also has footprints on NextDoor, LinkedIn, Vimeo, and YouTube, and is continually evaluating its social media strategies. In spring of 2018 the Police Department transitioned from one personnel managing all Police Department social media accounts to a social media team being formed to handle social media outreach. Significant social media outreach in 2019 included a video introducing the body-worn camera program to the public in February of 2019 (5,300 views), a video highlighting the de-escalation of an armed subject (redacted) in mental health crisis in April of 2019 (16,00 views), a video call for mail for injured Officer Tim Jones in April of 2019 (86,000 views), a back-to-school safe driving campaign in August of 2019 (4,500 views), the focus of which was an interview-style video of school children, and a humorous but educational video explaining the new laws pertaining to the legalization of recreational cannabis in early 2020 (42,000 views). Multiple posts on Facebook received over 25,000 views, several over 100,000, and the highest reaching post reached over 640,000 people.

## **Training**

The Police Department is committed to having a highly trained police force and accomplishes this through several strategies. First, the Police Department utilizes personnel to serve as in-house instructors after having successfully completed instructor courses. Instructors have been selected to teach a variety of core topics required by state mandate or which are essential to basic police functions. The Police Department currently retains instructors certified in firearms instruction, control devices, Taser, emergency vehicle operation, use of force, and various other topics. In 2019 the Police Department had 2 personnel certified in Active Threat Response Instruction.

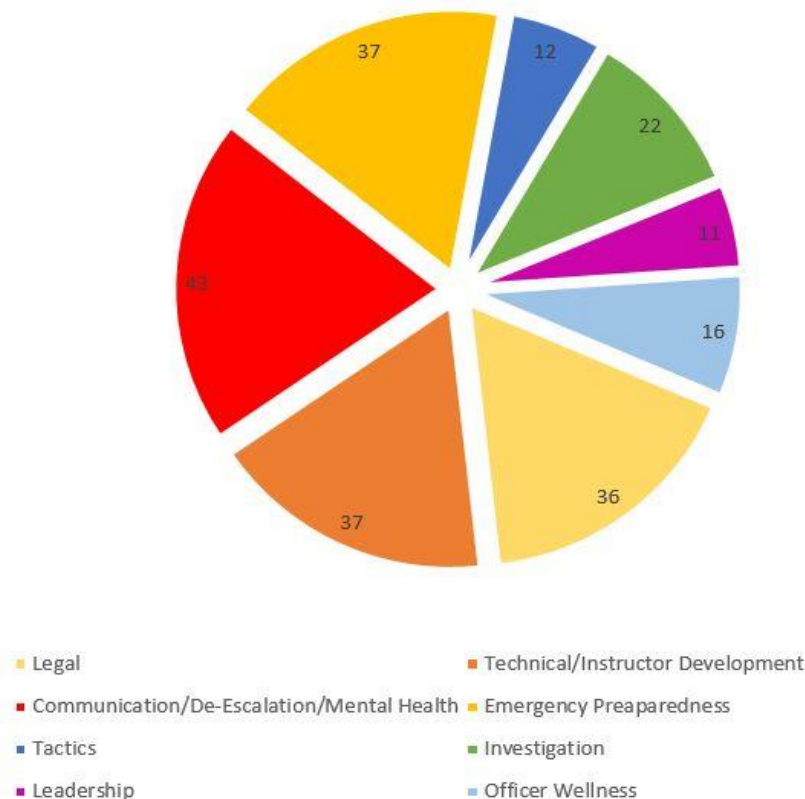
In-house instructors generally teach curriculum during in-service training days. The Police Department held six 8-hour in-service training days in 2019 for all sworn personnel covering active threat response, CPR and AED use, HAZMAT and blood borne pathogens, physical fitness, control device and use of force topics, juvenile justice issues, and other topics. An outdoor range day for rifle, handgun and less-lethal training and use of force decision-making was also held. Bi-monthly firearms training was also conducted in-house through use of the Police Department range. Additionally, with new Illinois legislation legalizing recreational cannabis under certain conditions going into effect on January 1, 2020, in-house training in early 2020 focused on an overview of enforcement of the new legislation.

Command Staff also regularly conduct “roll call training”, shorter training segments conducted on-duty on a variety of topics where videos, handouts, discussion, demonstration, and debriefing are all used to instruct personnel on a consistent basis. The Department also subscribes to the Police Law Institute, an on-line training service which provides monthly training for police personnel on legal and procedural updates. This training fulfills the requirements of state mandated training. All sworn personnel are required to complete this monthly training.

Select personnel attend a variety of training conferences relevant to their special assignments or position, both in- and out-of-state. Additionally, newly promoted Sergeants attend a 1-week first line supervisor training course and in-house training program, and newly promoted Commanders attend a 10-week law enforcement executive leadership training program. The Police Department also holds a yearly Command Staff Leadership Workshop separately for Commanders and Sergeants where advanced leadership topics are address.

Personnel also receive advanced training through outside Mobile Training Units (MTU) such as the North East Multi-Regional Training Group and the Tri-River Training Group. In 2019, police personnel received almost 2,200 hours of training through MTU’s. The following is a representation of training hours through MTU’s by general topic:

**2019 PFPD Training by Category**



It should be noted that some topics invariably overlap and this graph is an approximation. Also, the previous graph does not demonstrate all of the training received by Police Department personnel; solely that received through Mobile Training Units. It does not reflect in-house training, on-line training, outside conferences, staff and command training, police academy training, or training personnel receive as members of specialty units through their respective teams.

In 2019, additional training focused on officer wellness as the findings of several studies reinforced a need for an increase of this type of education for first responders who endure frequent high-stress incidents. In addition, emergency preparedness training was highlighted to ensure that Police Department personnel are prepared for both natural and man-made emergency situations that may be low-frequency but have a high impact on public safety.

The Police Department continues to seek ways to implement and improve training, and adds curriculum as deemed necessary and as resources allow.

**STAFFING:**

<b><u>Positions</u></b>	<b><u>2016/17</u></b>	<b><u>2017/18</u></b>	<b><u>2018/19</u></b>	<b><u>2019/20</u></b>	<b><u>2020/21</u></b>
Chief of Police	1	1	1	1	1
Deputy Chief	2	2	2	2	2
Police Commander	6	6	6	6	6
Police Sergeant <sup>1</sup>	6	6	6	6	6
Police Officer	26	26	27	27	26
Transitional Officer <sup>2</sup>	1	1	0	0	0
ISATT Replacement Officer <sup>3</sup>	0	0	0	0	1
Community Engagement Coordinator <sup>4</sup>	0	0	0	0	1
Records Supervisor	1	1	1	1	1
Records Clerk (FT)	5	5	5	5	5
Records Clerk (PT) (FTE)	1.9	1.9	1.9	1.9	1.9
Admin. Assistant/Housing Analyst	1	1	1	1	1
Community Service Officer (PT) (FTE)	1	1	1	1	1
Crossing Guard (PT) (FTE)	2.2	2.2	2.2	2.2	2.2
Facility Maintenance Worker	0.5	1	1	1	1
<b>Total Positions</b>	<b>54.6</b>	<b>55.1</b>	<b>55.1</b>	<b>55.1</b>	<b>56.1</b>

<sup>1</sup>The rank of Corporal was administratively converted to Sergeant in July of 2017.

<sup>2</sup>Transitional Officer was a temporary replacement for an injured officer. It became a permanent position in 2017.

<sup>3</sup>In March of 2020 the Police Department joined the Illinois Statewide Auto Theft Taskforce which included the grant-funded reimbursement for the assigned officer’s salary and fringe benefits. A replacement officer position was added and is anticipated to remain until June 30, 2023 when the grant is completed. Unless additional funding is provided, that position will be eliminated through attrition closer to that date.

<sup>4</sup>In 2019 the Police Department discontinued participation in the HIDTA Task Force and the corresponding police officer position was eliminated. The Community Engagement Coordinator position was created and the sworn personnel previously in the Community Policing Unit was transferred to the Field Operations Division to assist with staffing shortages. As a result, the number of Police Officers was reduced from 27 to 26, but the civilian Community Engagement Coordinator added.

FT-Full-time      PT-Part-time      FTE-Full-time equivalent