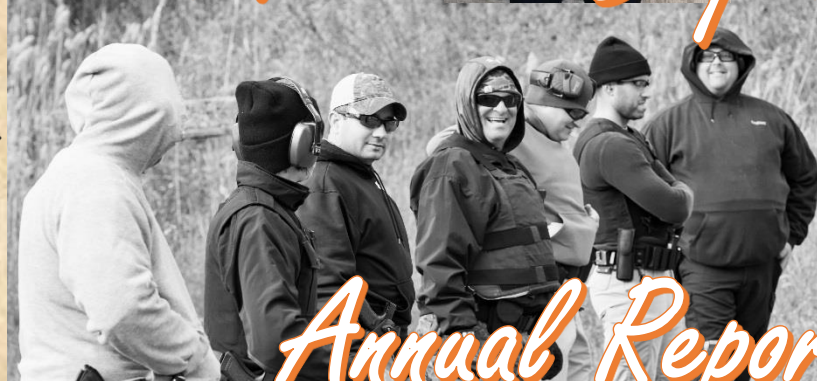




# Minooka Police Department



# Annual Report 2017



Dear Village President, Trustees and Community Members,

On behalf the members of the Minooka Police Department, I am honored to present the 2017 Annual Report for your review. Once again, the men and women of this department continue to do an incredible job for the community while strengthening our programs and services.

Before you begin skimming through the report, I would like to highlight some of the significant items that occurred this past year:

- **Purchase of In-Squad Cameras:** As we continue to improve our practices on building trust of the community through transparency, the Village approved the purchase of In-Squad Cameras through Watchguard. We were able to outfit every patrol vehicle with digital video and install an interview room system for the amount of \$91,151.00. The purpose of video technology is to allow for accurate documentation of police-public contacts.
- **Police Department Renovation:** The six month renovation that began on January 3<sup>rd</sup>, 2017 was completed by Talsma Builders. The renovation called for numerous upgrades including; office space, HVAC, technology and safety. The renovation was paid for using general fund reserves and police seizure funds for much needed office furniture improvements.
- **Purchase of Radios:** An Intergovernmental Agreement with Grundy County ETSB was approved along with the purchase of portable and mobile radios through Motorola. The agreement is for access to the StarCom21 Network to enhance our ability to effectively respond to 911 emergency calls through public safety communications.
- **Website Enhancement:** A citizen survey has been added to the police department's website. The survey is designed to receive feedback from the community in regards to our effectiveness as a department.
- **Reduction of Traffic Crashes:** Traffic enforcement is an important function to aid in reducing traffic crashes. This past year we saw a reduction in reported traffic crashes, a first since 2013.
- **Low Crime Rate:** Even though the overall part I offenses saw an increase in thefts, the overall total is the second lowest since 2011.
- **No Formal Complaints:** Our main focus throughout the year was to have meaningful interactions with citizens and to provide them with legitimate reasons for the encounter while remaining neutral and transparent in decision making.
- **Maintain Effective Programs:** We have continued our goal of maintaining positive relationships with the community utilizing effective programs such as; DARE, Police Explorers, and Citizen Police Alumni Association as well as the many services our agency has to offer.

As we move forward in 2018, I am proud of the members of this department and their accomplishments throughout 2017. I would also like to thank the Village President and the Trustees for their continued support of the police department this past year. Together we will continue to strengthen our community for the residents to continue to call the Village of Minooka, a nice place to call home.

Sincerely,

Chief Justin Meyer

# CONTENTS

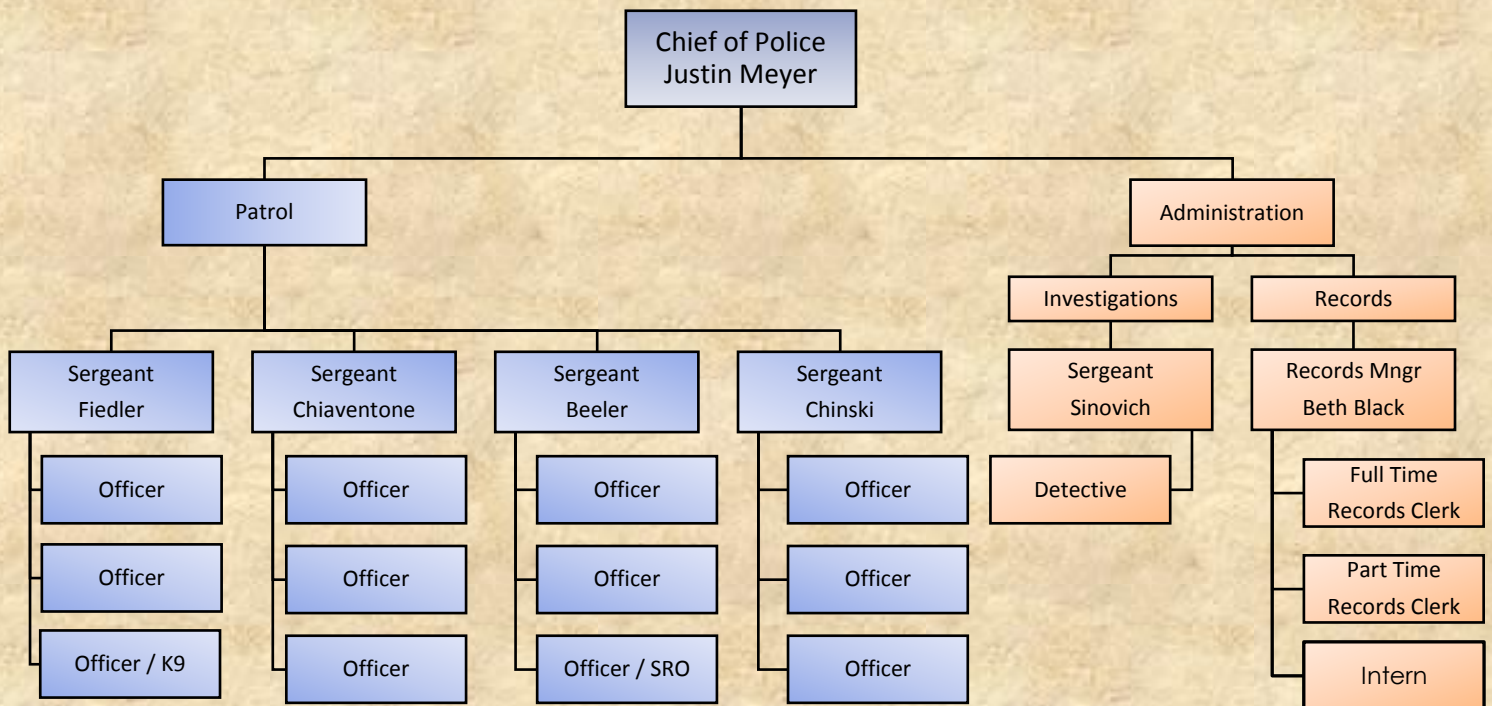
ORGANIZATIONAL STRUCTURE AND RESPONSIBILITY .....	2
Police Commission .....	3
Office of the Chief.....	4
Patrol Division .....	6
Traffic Enforcement .....	7
Traffic Crashes .....	8
IDOT Traffic Stop Data Collection Analysis .....	9
Criminal offenses.....	10
K-9 .....	11
Training .....	11
Specialized Units.....	13
ILEAS Mobile Field Force Team .....	13
Kendall County Special Response Team.....	14
Major Crimes Task Force.....	14
Grundy County Honor Guard.....	15
Administrative Division .....	16
Investigations .....	16
Records .....	16
Community Relations .....	16
Citizen Survey.....	17
Events .....	17
Services .....	19
Internet exchange location.....	19
Child Safety Seat Installation .....	19
Special Needs Assistance Program .....	20
Fingerprinting .....	20
Vacation House Check.....	20
Volunteer Programs.....	21
Police Explorer Program #447 .....	21
Citizen Police Academy/Association .....	21
Department Recognition .....	22

# ORGANIZATIONAL STRUCTURE AND RESPONSIBILITY

The organizational structure of this department is designed to create an efficient means to accomplish our mission and goals to provide for the best possible service to the public.

The Chief of Police is appointed by the Village President who has given up complete control of all Police Department operations and functions to the Chief of Police.

## MINOOKA POLICE DEPARTMENT ORGANIZATIONAL CHART



## POLICE COMMISSION

The Board of Police Commissioners is a three-member commission appointed by the Village President and Village Board. The responsibility of the Commissioners is to hire all police officers and to promote current police officers to the rank of police sergeant.

This past year, the commissioners coordinated the testing process for entry level officers to establish an eligibility list. From the list that was established, Mr. Steven Carrabotta and Mr. Michael Rooney-Osborne were hired. The new recruits will begin the 14-week police academy on January 8<sup>th</sup>, 2018.

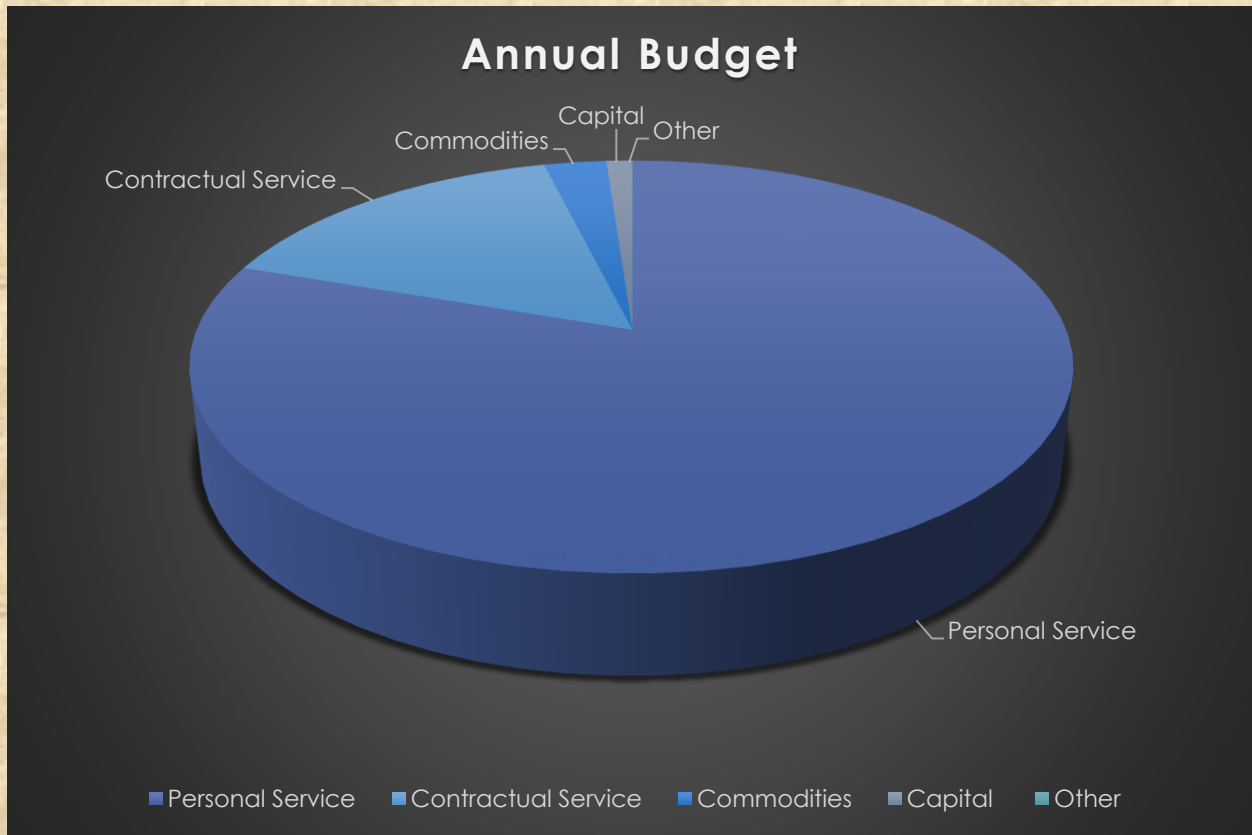
Lastly, and with great sadness, Police Commissioner Don Jack passed away on September 12<sup>th</sup> after complications from surgery. Commissioner Jack served on the board as secretary since the inception of the commission back in 2006.

The Village President appointed retired Crest Hill Police Chief Dwayne Wilkerson, in place of Commissioner Jack.



# OFFICE OF THE CHIEF

The role of the Chief of Police is to provide leadership, direction and vision to the Department in the fulfillment of its overall mission. Chief Justin Meyer became the department's police chief in 2010. He is responsible for administering and managing the department's annual budget \$2,819,400.00 in addition to overseeing both the patrol and administrative duties.



Personal Service	\$2,143,100.00
Contractual Service	\$429,700.00
Commodities	\$65,800.00
Capital	\$28,900.00
Other	\$151,900.00

On May 18<sup>th</sup>, Chief Meyer had the honor of speaking at the Grundy County Law Enforcement Managers Association Memorial Service. The annual Memorial Service honors local firefighters and police officers in Grundy County who've made the ultimate sacrifice and died in the line of duty. The Memorial was held at the Grundy County Courthouse.



# PATROL DIVISION

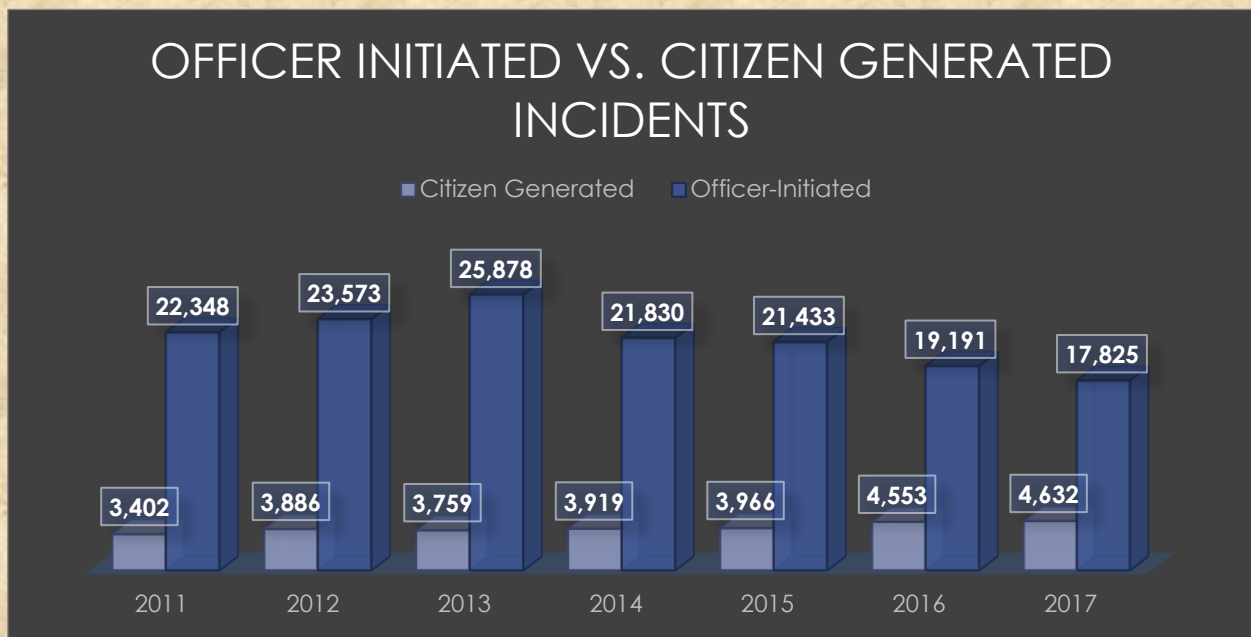
The Patrol Division is the most vital structural component necessary to keep this department functioning effectively. Officers assigned to this division are responsible for the majority of police services rendered. Whether its traffic enforcement, community relations or calls for service, these uniformed officers continue to provide quality service to our community, 24 hours per day, 365 days per year.

This past year the patrol division was dispatched to 4,632 citizen generated calls, which is an increase of 394 more calls than in 2016.

The Minooka Police Department is dispatched by the Grundy County 911 Consolidated Center. This past year the executive committee, consisting of a member from each agency that is dispatched from the center, approved a new competitive and sustainable agency contribution formula.



In 2017, 22,457 events were created through the dispatch center. Of those events 4,632 were citizen generated and 17,825 were Self-Initiated.





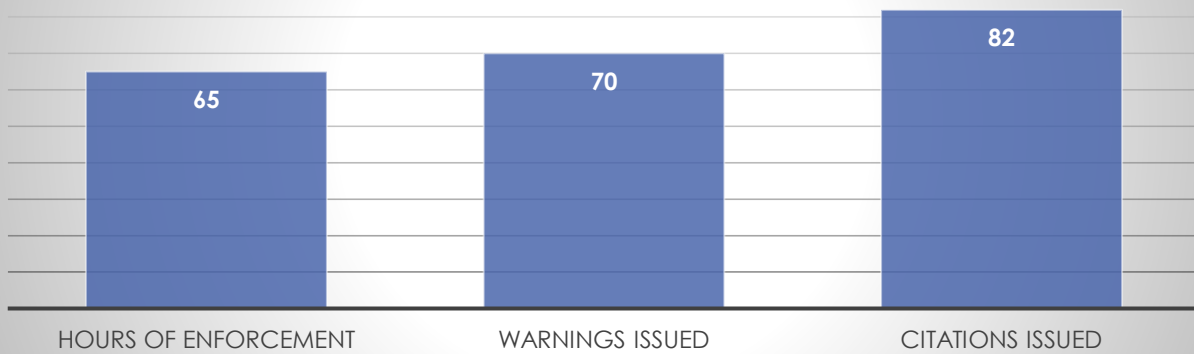
## TRAFFIC ENFORCEMENT

In April, our agency participated in the 1<sup>st</sup> annual Illinois Distracted Driving Awareness Week. The Illinois Chiefs Association and AAA sponsored the campaign and encouraged agencies throughout Illinois to participate.

Results during the campaign for our department was, 65 hours of enforcement with 70 warnings and 82 citations issued. The areas targeted were the high crash intersections.

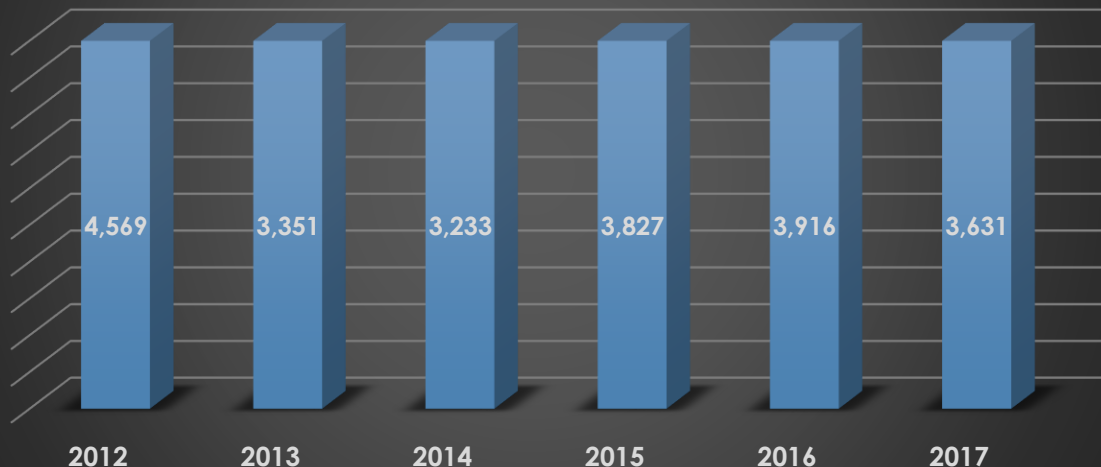


## Distracted Driving Awareness Week



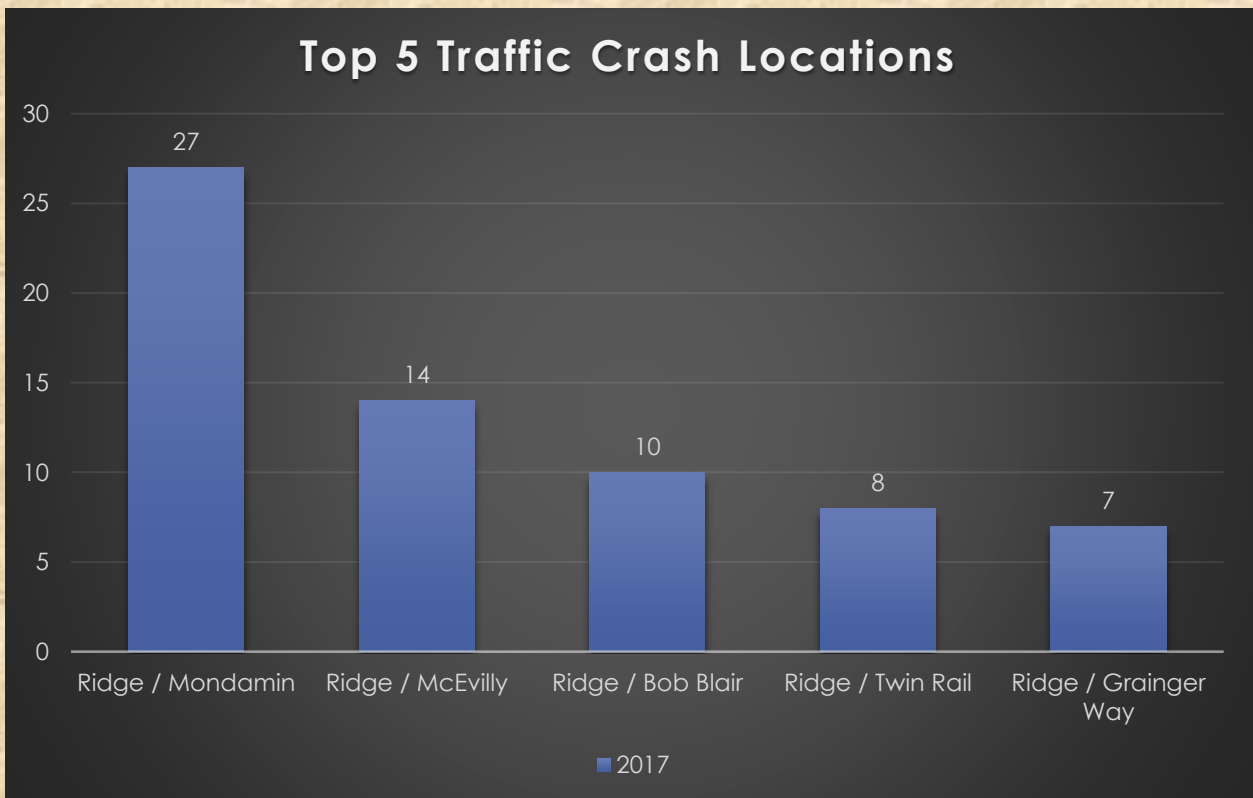
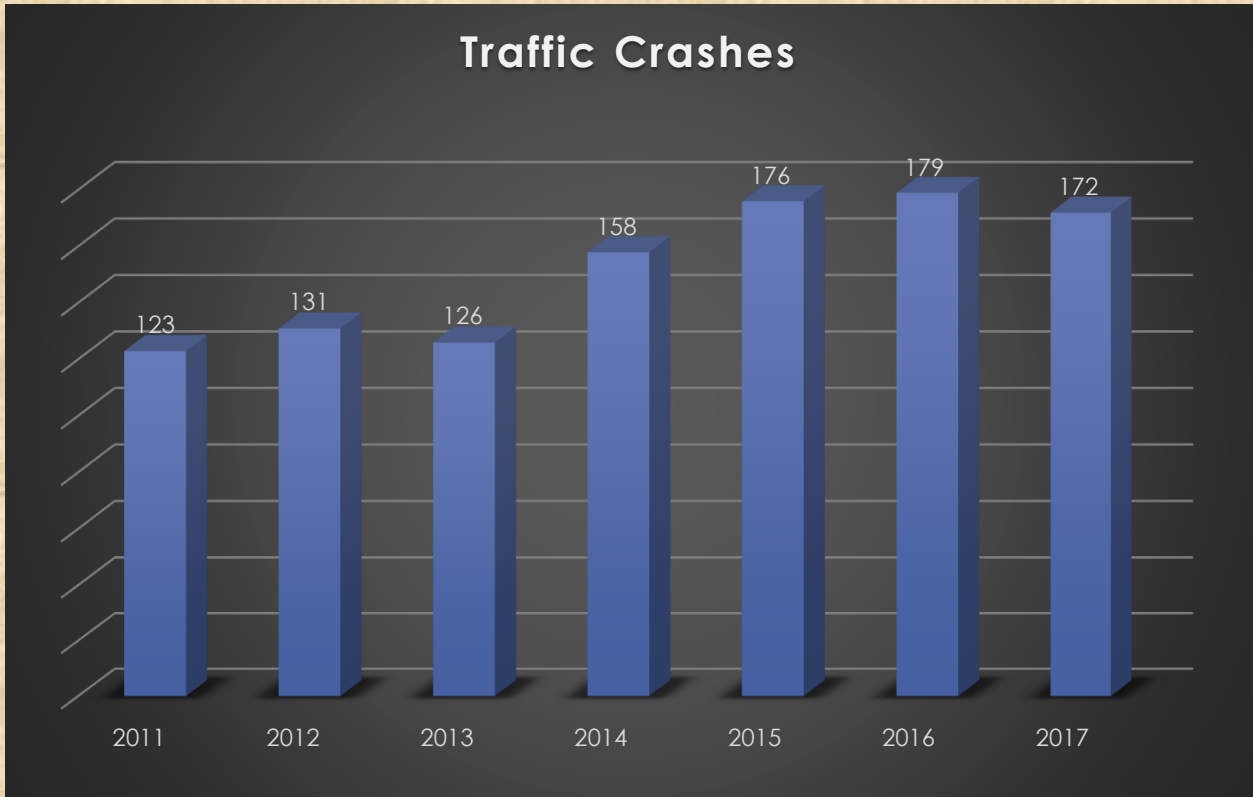
Traffic Enforcement is an important function of the patrol division to aid in reducing crashes and to apprehend criminal activity.

## Traffic Stops



## TRAFFIC CRASHES

In 2017, traffic crashes saw a slight decrease from 2016, a first since 2013.



## IDOT TRAFFIC STOP DATA COLLECTION ANALYSIS

Since 2004 the Minooka Police Department has participated in the traffic stop data collection analysis of bias-based policing. The tables below compare the percentage of Caucasian to Minority drivers stopped and the reason why.

### Percentage of Stops

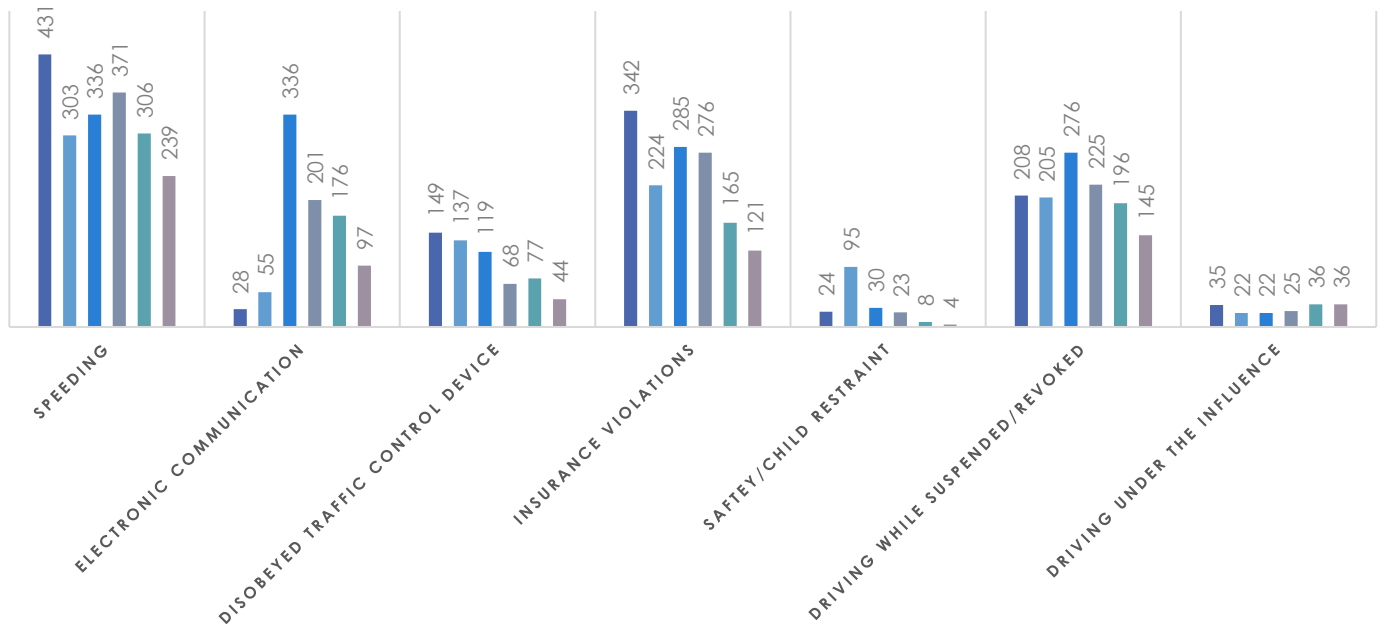
	2017	2016	2015	2014	2013
<b>Caucasian</b>	72%	74%	70%	70%	80.43%
<b>Minority</b>	28%	26%	30%	30%	19.57%

### Reason for Stops

	2017		2016		2015		2014		2013	
	White	Minority	White	Minority	White	Minority	White	Minority	White	Minority
<b>Moving Violation</b>	60%	59%	53%	56%	55.5%	55.17%	69.41%	54.13%	69.42%	64.93%
<b>Equipment Violation</b>	21%	21%	26%	25%	27.7%	28.93%	17.04%	28.64%	17.03%	19.69%
<b>License/Registration</b>	19%	20%	21%	18%	16.72%	16.08%	13.55%	17.13%	13.55%	15.38%
<b>Commercial Viol.</b>	0%	0%	0%	.10%	0%	0%	0%	0%	0%	0%

## TRAFFIC ARRESTS

■ 2012 ■ 2013 ■ 2014 ■ 2015 ■ 2016 ■ 2017



## CRIMINAL OFFENSES

The Uniform Crime Reporting (UCR) Program requires agencies to report the occurrence of selected offenses with eight Index Crime categories.

### PART I OFFENSES

<b>Offense</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Homicide	0	0	0	0	0	0	0
Robberies	2	0	1	0	0	2	0
Burglaries	12	9	11	7	11	7	6
Agg. Assault/Battery	15	19	14	5	5	4	1
Thefts	163	144	115	113	95	67	83
Arson	0	0	1	0	1	0	1
Motor Vehicle Theft	0	1	0	1	0	3	1
Forcible Rape	1	3	2	0	0	2	1
<b>Total</b>	<b>193</b>	<b>176</b>	<b>144</b>	<b>126</b>	<b>112</b>	<b>85</b>	<b>93</b>

### PART II OFFENSES

<b>Offense</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Simple Assaults	3	2	3	15	5	1	2
Forgery	1	1	1	2	0	0	2
Fraud	55	55	38	35	6	4	4
Vandalism	116	118	103	68	64	78	68
Sex Abuse	3	1	1	3	2	1	3
Drug Abuse Violations	75	48	39	41	60	67	54
DUI	52	33	22	22	25	36	36
Disorderly Conduct	8	10	9	5	5	6	1
Curfew	2	2	3	6	5	3	5
<b>Total</b>	<b>315</b>	<b>270</b>	<b>219</b>	<b>177</b>	<b>172</b>	<b>196</b>	<b>171</b>

## K-9

The Minooka Police Department canine program began in April 2014 when our K9 Rueger became certified. On an annual basis, all K9's in Illinois must re-certify in narcotic detection by the Illinois Training and Standards Board.

Rueger is used for drug investigations and tracking for missing people and non-violent offenders. Rueger loves to interact with the community and appears at several public demonstrations throughout the year.



This past year, Rueger and his K9 partners from several area departments conducted two unannounced drug searches at Minooka High School and Jr. High. Both searches resulted in negative results.



On October 25<sup>th</sup>, Rueger sported some new digs by receiving a free vest from Vested Interest in K9's inc. a non-profit organization whose mission is to provide bullet and stab protective vests to law enforcement agencies.

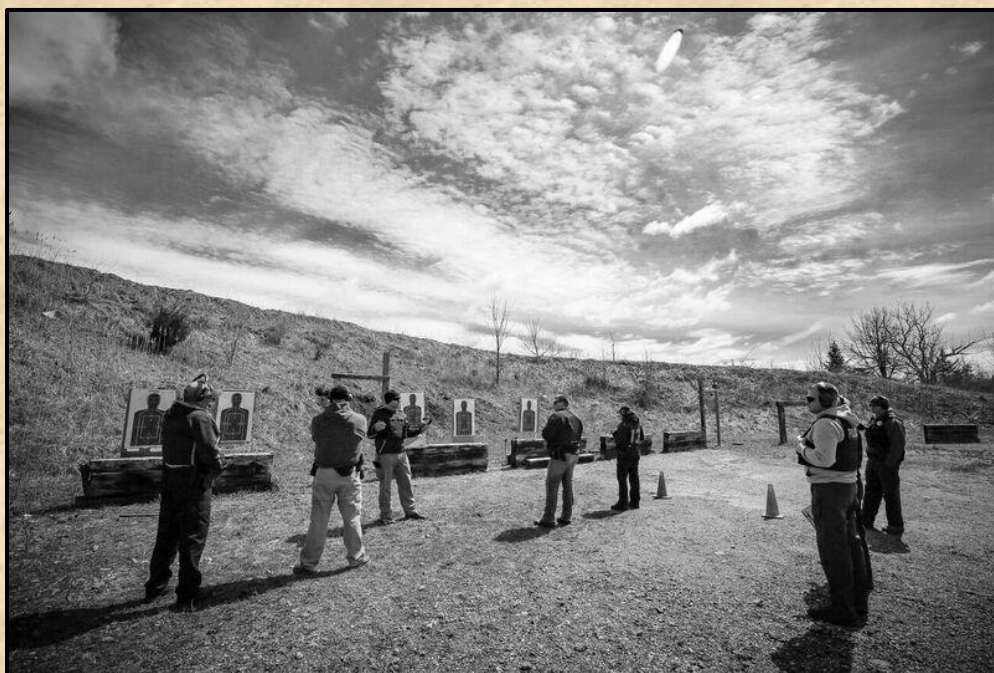
## TRAINING

An important and key element in providing a high level of professional service to the community, is maintaining continual education and training for the members of our



department. Training lowers liabilities, improves officer safety, as well as developing and improving an officers skills, knowledge and abilities to perform their job effectively.

**Sergeant Matthew Chinski**, is the departments training coordinator, he was assigned to the position in 2011. Sergeant Chinski is responsible to register, schedule, track and maintain a record of all department members training.



In-service training is provided to all sworn members on a variety of diverse topics, including; annual review and re-certification in firearms and rifle training, use of force, oleoresin capsicum (OC) spray, impact weapons and control tactics, legal update-practical case law review, and ethics and cultural awareness.



## SPECIALIZED UNITS

### ILEAS MOBILE FIELD FORCE TEAM

The Region 3 Central Mobile Field Force is made up of 66 officers and 4 tactical paramedics/EMTs. The purpose of this unit is to supplement or assist any law enforcement agency in need during a crisis or emergency. The team may also be called upon to respond to a variety of disasters or emergencies, critical incidents, or events.



March 1<sup>st</sup>-3<sup>rd</sup>, Ottawa/Naplate Tornado: The city of Ottawa and Village of Naplate were both struck with a devastating EF-3 Tornado that did significant damage to buildings, infrastructure and resulted in two deaths.



May 24<sup>th</sup>, Oak Brook/McDonald's-Fight for \$15 March-Protest: Assisted Oak Brook PD with the Fight for \$15 minimum wage protest at the McDonald's Headquarters.



October 4<sup>th</sup>, deployed to the Will County States Attorney's office for the rally/protest of Semaji Crosby, calling for justice in the death of a child that occurred during summer in unincorporated area near Joliet that brought protesters from Chicago.

LaSalle County Deputy search: Assisted LaSalle County and Plainfield PD for the LaSalle County Deputy who was wanted for Vehicular Hijacking, Home Invasion and Aggravated Kidnapping.

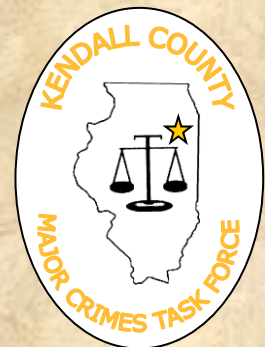
#### KENDALL COUNTY SPECIAL RESPONSE TEAM

The purpose of the KCSRT is to support Kendall County law enforcement agencies with a tactical response to critical incidents. The team trains once a month in various trainings such as defensive tactics and ground control, self-aid/buddy combat wound care and several marksman/weapon training. Sergeant James Sinovich is a member of the KCSRT, he was present on 8 call outs in 2017.



#### MAJOR CRIMES TASK FORCE

Detective Ryan Macdonald is assigned to the Will/Grundy Major Crimes Task Force and the Kendall County Major Crimes Task Force. The purpose of these two task forces is to provide the Minooka Police Department the ability to solve major crimes through resource sharing, partnership building, joint cooperative and consistent training, and the application of investigative and enforcement methodology.





## GRUNDY COUNTY HONOR GUARD

The Grundy County Honor Guard consists of Officers and Deputies from Minooka Police Department, Morris Police Department and the Grundy County Sheriff's Office.

**Minooka Sergeant James Sinovich** leads the team. Also, representing Minooka is

Officers, **Ken Briley** and

**Rob Stukel**. The Honor Guard's primary function is to remember fallen officers throughout the country and honor the police officer profession.

Two annual events the Honor Guard attends are the, Grundy County Managers Association Police/Fire Memorial Service and Annual American Legion Memorial Parade.



## ADMINISTRATIVE DIVISION

The administrative division provides support for the patrol division. The division is broken down into sections such as; Investigations, Community Policing and Records.

### INVESTIGATIONS

The Investigation section is composed of two Detectives. The detectives conduct follow-up criminal investigations on felony and misdemeanor offenses reported to the Police. The table below shows the type of offenses the investigation section conducted.

Assist other Agency	3	Drug Investigation	2	Motor Vehicle Theft	1
Theft under \$500	5	Battery	2	Death Investigation	1
Deceptive Practice	4	Robbery	2	Burglary	4
Criminal Sexual Abuse	5	Theft over \$500	9	Arson	1
Forgery	1	Other Offense	4	Sexual Assault	1
Hit and Run	3	Retail Theft	4	Residential Burglary	1
Criminal Damage to Property	12	Underage Consumption	1	Burglary from Motor Vehicle	24

### RECORDS

The Records section is supervised by Beth Black and staffed by Records Clerk Abby Castellanos and Part-time Clerk Kelly Repiscak and Intern AJ Sheldon. The Records section is responsible for providing customer service to citizens requesting information and/or resources, as well as answering non-emergency phones. The Records staff continues to strive to provide excellent service to both the citizens and department personnel.

In addition to their customer service duties they are responsible for the processing, distribution, and retention of all documents including offense/incident reports, traffic citations, warrants, crash reports and expungements.

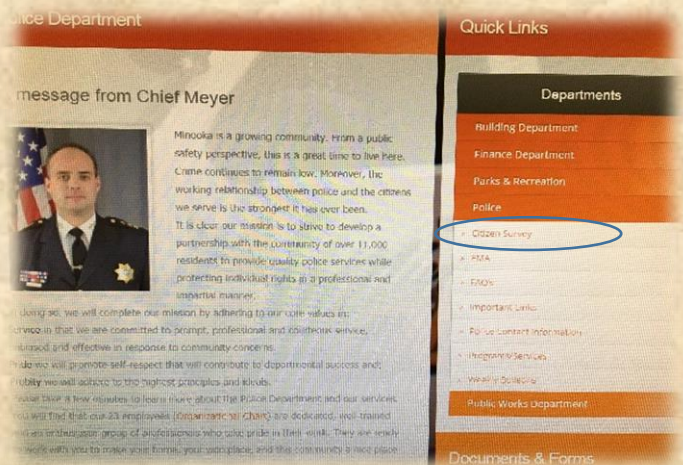
### COMMUNITY RELATIONS

Our agency continues to embrace the community policing philosophy. It is important for us to engage in non-enforcement interactions with the community to reduce negative contacts and build strong relationships.



## CITIZEN SURVEY

As part of the Minooka Police Department's effort in evaluating its performance and improving its services, we are giving the community a chance to give us your feedback. We are offering a community survey to our residents and business owners to get your point-of-view on the effectiveness of us as a police agency. To participate in this survey visit our website.



<https://www.minooka.com/departments/police-department/survey/>

## EVENTS

In speaking of events, when our officers are not taking calls, enforcing traffic violations or conducting follow-ups on criminal offenses, they are out engaging with the community. Such engagements are; attending block parties, Schools, Grundy County Chamber and Church events. Officers also provided tours of the police department and also provide ride alongs.



Most importantly, every officer participates in our number one fundraising effort of them all, our agencies participation in the Law Enforcement Torch Run benefiting Special Olympics Illinois. The Torch Run has two goals – to raise money and to gain awareness for the athletes who participate in Special Olympics Illinois.

The Dunkin' Donuts Cop on a Rooftop event is a fun and unique way to raise money for the athletes of Special Olympics Illinois. On May 19<sup>th</sup>, Chief Meyer took to the rooftop of our Dunkin Donuts while the officers kept their feet on the ground below to greet and thank our supporters, because of their generosity we raised \$4,500.00.



Trivia Night, our biggest event, and 2017 marked our 10<sup>th</sup> year hosting this fundraiser. To say the least, 2017's Trivia Night was a success! We raised \$15,250.00 for Special Olympics Illinois through the Illinois Law Enforcement Torch Run! The department as a whole was excited about surpassing our \$15,000 goal.



# SERVICES

## INTERNET EXCHANGE LOCATION

One new service the Village implemented this year is an Internet Exchange location. The purpose of this service is to provide a neutral site for the exchange of internet purchases to help deter fraud and/or thefts.



## CHILD SAFETY SEAT INSTALLATION

In 2017, Sgt. Gary Fiedler and Sgt. Sean Beeler conducted 20 Child Safety Seat Inspections and/or Installations. This service is always free of charge for any resident to ensure the safety of their children.

Each year the Minooka Police Department and the Minooka Fire Department team up to host a Car Seat Safety Day. The members from each department that are certified in car seat installation will inspect child safety seats during the event to ensure they are properly installed.

## CAR SEAT SAFETY DAY

— Saturday —  
September 23, 2017  
9a-11a

Minooka Fire Station #1  
7901 E. Minooka Rd.  
Minooka, IL  
815.467.5637



Did you know...

- Over 85% of child safety seats that are installed by parents are installed wrong.
- Many parents are unsure of the car seat laws in Illinois.

Stop by and have your child's safety seat inspected for **FREE!**

**Let's keep them safe!**




Sponsored by Minooka Fire Protection District and Minooka Police Department

## SPECIAL NEEDS ASSISTANCE PROGRAM

SNAP is a free service that is designed to assist residents who may be at greater risk of becoming confused, disoriented, lost or missing. The program gives attention to family

members who may have physical or mental challenges and expedites appropriate emergency responses should that person need assistance.



**JUSTIN MEYER**  
CHIEF OF POLICE

**SPECIAL NEEDS ALERT PROGRAM**

INSTRUCTIONS: *Complete form, affix photograph, and return to the Minooka Police Department.*

**PATIENT INFORMATION**

AFFIX A RECENT PHOTOGRAPH  
(Head & Shoulders Preferred)

Patient's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_

Eye Color: \_\_\_\_\_ Hair Color: \_\_\_\_\_ Glasses: \_\_\_\_\_

Identifying scars/marks/deformities: \_\_\_\_\_

Does patient attend Day Care: \_\_\_\_\_ Where? \_\_\_\_\_

Patient's Physician: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Lives with: \_\_\_\_\_ Relationship to patient: \_\_\_\_\_

Address: \_\_\_\_\_

Street City State Zip

Telephone #'s: \_\_\_\_\_

Home Work Cell

**PATIENT'S HABITS**

Does patient wander? \_\_\_\_\_ If so, in any particular direction/place? \_\_\_\_\_

\_\_\_\_\_

Does patient carry identification (i.e., I.D. bracelet, wallet)? \_\_\_\_\_

What language(s) does the patient speak? \_\_\_\_\_

Individual habits; speech problem or pattern? \_\_\_\_\_

Is patient abusive; physically and/or verbally? \_\_\_\_\_

Page 1 of 2

## FINGERPRINTING

Fingerprinting services are provided Monday thru Friday from 8:00am to 4:30pm are for; employment, adoption, licensing, background investigations and conceal carry permits.

We are available to fingerprint citizens using Livescan or Ink. Fingerprinting is done on a walk-in basis, Monday - Friday, 8:00am – 4:30pm. Call with questions, 815-467-2298.



## VACATION HOUSE CHECK

When you are preparing to leave, let us know and we will be happy to check over your house for up to two-weeks. While you are away we will make trips to your home to check your doors and windows for security purposes. We had 139 house checks in 2017.

## VOLUNTEER PROGRAMS

The Minooka Police Department offers two programs for the community to supplement and support our services. These two programs are one of our agencies greatest assets. Volunteers from these programs have spent many hours this past year to help the Village's events be a success.

### POLICE EXPLORER PROGRAM #447

July 31st - August 4th, eight members of the Explorer post competed at the week long, State Explorer conference held at Lewis University. Our team of Explorers received a 1st place finish for building searches and one of our Explorers received a 4th place finished among 200 other Explorers in the written examination.



### CITIZEN POLICE ACADEMY/ASSOCIATION

The Citizen Police Academy is a 10 week program learning about the functions of the Minooka Police Department. After graduation, you can sign up to be an associate member of the Citizen's Police and work with the Officers. Members of the association meet bi-monthly, drive around in a citizen police squad in residential neighborhoods to be another set of eyes and ears and conduct traffic control at Village events.

# DEPARTMENT RECOGNITION

The Minooka Police Department awards committee consists of 4 members of the police department and two civilians. The committee reviews nominations submitted by department members and determines if incidents meet the criteria of an award. This past year, the awards committee approved awards for the following officers:

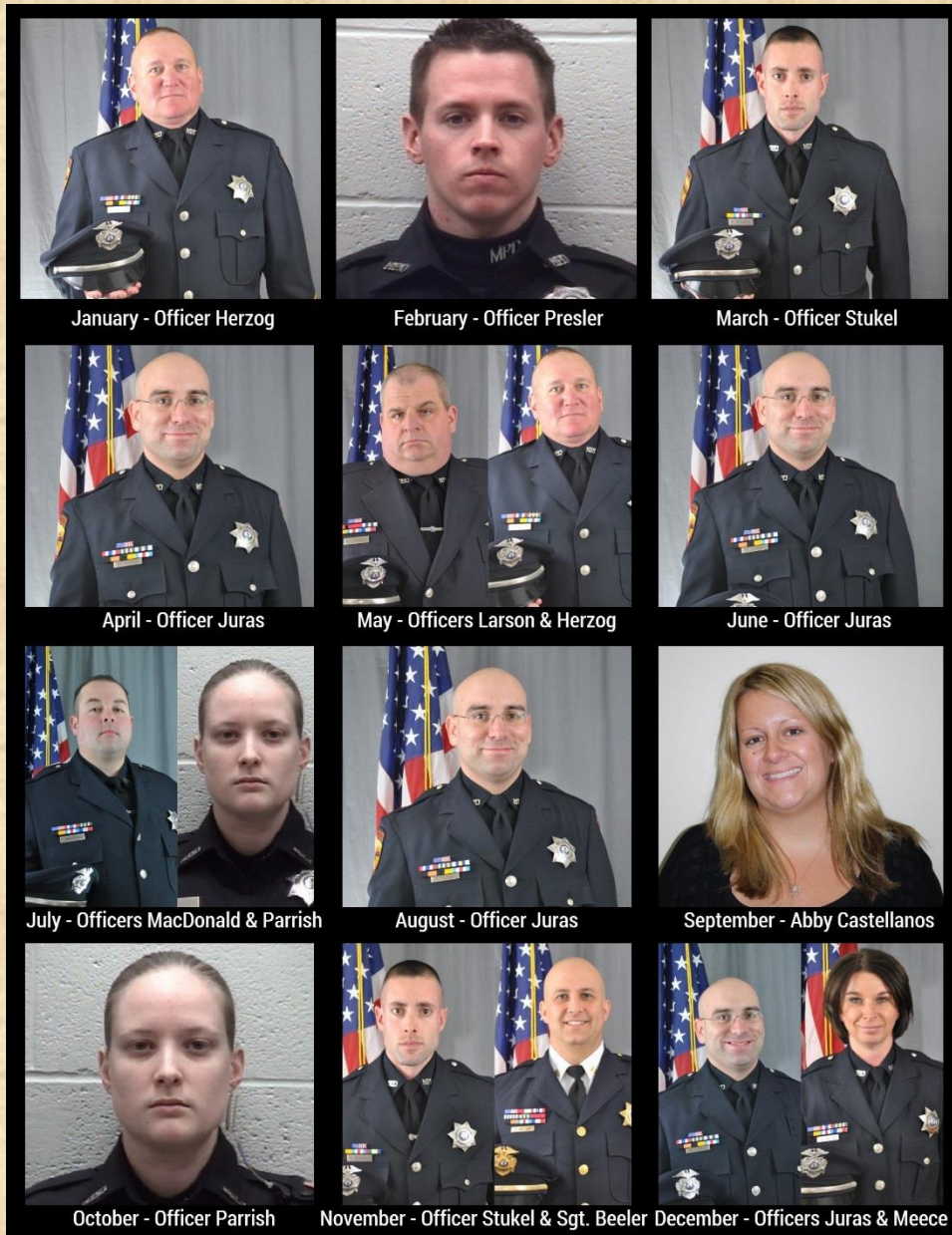
## Life Saving Award

Sergeant Sean Beeler (2), Sergeant Matthew Chinski, Officer Erik Larson (2), Officer Robert Latz, Officer Robert Stukel, Officer Kiedra Meece, Officer Chris Presler, Officer Renee Parrish, Officer Brett Herzog

## Letter of Commendation

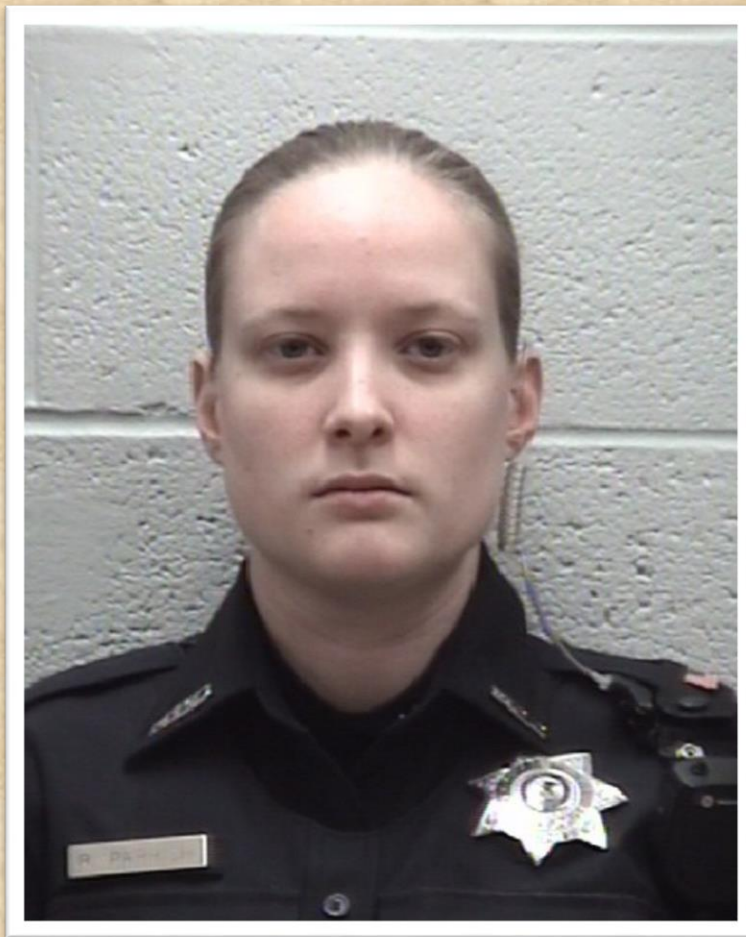
Officer Brett Herzog, Officer Robert Stukel, Officer Matthew Juras, Officer Kiedra Meece

## Employee of the Month





# OFFICER OF THE YEAR



Officer Renee Parrish

HER COMMITMENT TO TRAFFIC SAFETY, CRIME PREVENTION AND COMMUNITY INVOLVEMENT, SHE HAS SET THE EXAMPLE FOR OTHERS TO FOLLOW. PATROLMAN PARRISH HAS ALSO DISPLAYED A WILLINGNESS TO VOLUNTEER HER TIME AT SPECIAL EVENTS AND TAKE ON ADDITIONAL RESPONSIBILITIES WITHIN THE DEPARTMENT AS AN ADVISOR FOR THE EXPLORER PROGRAM. HER DEDICATION TO DUTY PROFESSIONALISM AND COMMITMENT TO EXCELLENCE REFLECT DISTINCT CREDIT UPON HERSELF, THE MINOOKA POLICE DEPARTMENT AND THE VILLAGE OF MINOOKA.

## **Get connected with us**

Facebook: <https://www.facebook.com/pages/Minooka-Police-Department/148667571812350>

Online website: [www.minooka.com](http://www.minooka.com)