

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES
OSWEGO VILLAGE HALL
100 PARKERS MILL, OSWEGO, ILLINOIS
February 16, 2021**

CALL TO ORDER

President Troy Parlier called the meeting to order at 6:01 p.m.

ROLL CALL

Board Members Physically Present: President Troy Parlier; Trustees James Marter II, Terry Olson, Pam Parr, Luis Perez, Judy Sollinger and Brian Thomas.

Staff Physically Present: Dan Di Santo, Village Administrator; Christina Burns, Asst. Village Administrator, Tina Touchette, Village Clerk; Jeff Burgner, Police Chief; Brad Delphey, Deputy Chief of Police; Jennifer Hughes, Public Works Director; Rod Zenner, Community Development Director; Scott McMaster, Economic Development Director, Joe Renzetti, IT/GIS Director; Jenette Sturges, Community Engagement Coordinator, Marketing; and Karl Ottosen, Village Attorney.

PUBLIC FORUM

Public Forum was opened at 6:01 p.m.

David Edelman addressed the Board regarding the Oswego Fire Protection District's upcoming referendum; he is a volunteer of friends for Oswego Fire; service has doubled in the district; community is growing; servicing over 60,000 residents; putting another ambulance on the street; district has not asked for an increase in 18 years; 2,000-6,000 calls annually; costs have continued to rise; average tax increase for a resident will be \$75.00 per year; benefits will be a fourth ambulance, additional equipment, additional personnel and facility grants over \$1 million; \$700,000 in surplus equipment; if the referendum fails, then the response time decreases, but they will always be there for us; right thing to do; community deserves it; proud of business owners that have put up signs in support of the referendum; hope Board can back up the initiative.

There was no one else who requested to speak. The public forum was closed at 6:06 p.m.

OLD BUSINESS

There was no old business.

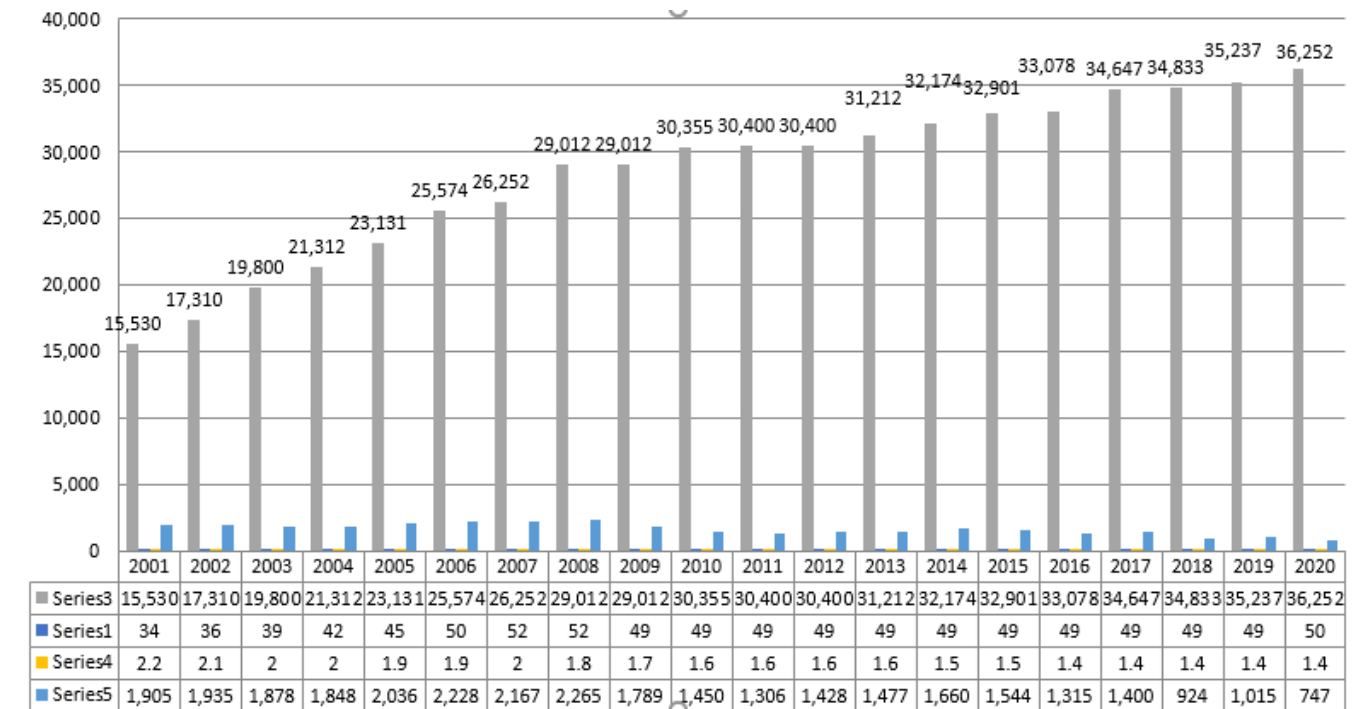
NEW BUSINESS

G.1 Police Department Recruitment, Retention and Retirements

D.C. Delphey addressed the Board regarding police recruitment, retention and retirements.

Past Village Growth

- Population & Crime Rate
- Series 3= population
- Series 1= number of officers
- Series 4= number of officers per 1,000 residents
- Series 5= crime rate



Recruitment

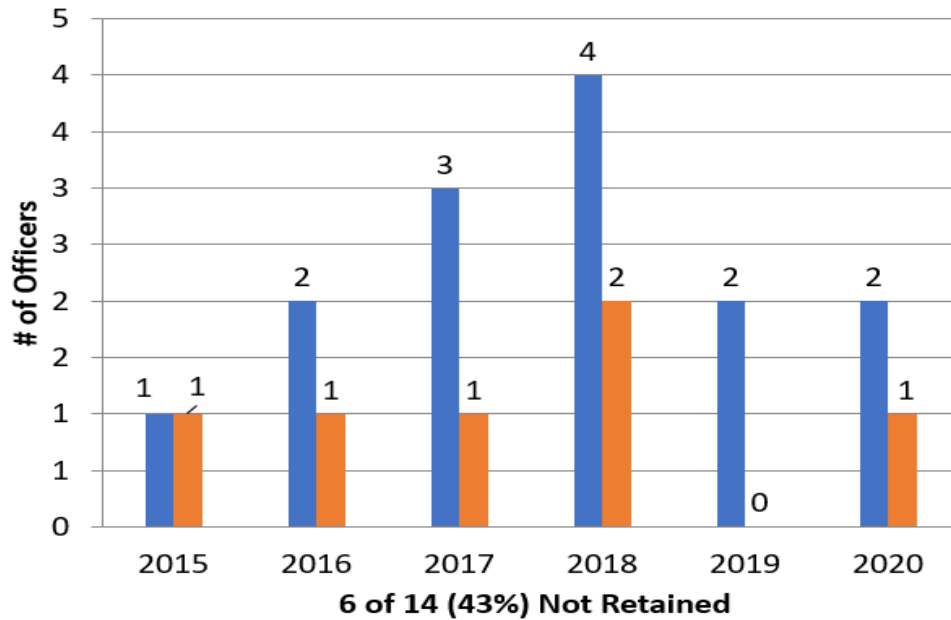
- 2019 – Staff hosted an internal strategic planning meeting specific to police department recruitment.
 - Promotional video was developed.
 - Application process was moved to on-line process.
 - Improved communication with candidates throughout the selection process; keep them engaged; command staff meets with the candidates and gives tours.
- Comparing 2018 & 2020 Patrol Officer Testing
 - 302 applications received (50% more than 2018).
 - 243 participants took our test (49% more than 2018).
 - 40% increase of females participating in the process.
 - 38% increase in minorities participating in the process.
 - Staff, IT and Community Development assisted.

Lateral Transfer Program

- Identified by staff as an additional tool for recruiting and hiring already certified and experienced Police Officers.
- Police Commission is in favor of adopting a lateral transfer program.
- Officers would be hired above the entry level starting salary.
- Salary increase will be offset with no academy costs and 14 weeks salary savings by not attending the academy.
- Lateral transfer testing will be held opposite years of current police applicant testing.
- This will allot testing costs into different budget years.
- Will allow the Police Commission to keep two fresh lists of candidates.
- Lateral candidates will help insulate the department from any lack of police academy enrollment spots.
- COVID caused issues with academy spots.
- Lateral transfers are permitted under State statute.
- Home-rule authority is being used to narrow eligibility requirements.
- Addition of lateral transfer program required changes to the Police Commission Rules and Regulations.
- Section IV was added which sets out the qualifications and process for hiring a certified Officer through the lateral transfer testing process.
- Testing process will be the same as the regular entry list.

- First test is planned to occur early this spring.

2015-2020 Sworn Officer Retention Rate



Retention

- 57% of probationary recruits retained from 2015-2020
 - 56% (2014-2019)
 - 53% (2012-2017)
 - Small improvement
- Department members have assessed the current Field Training Program to ensure it meets the needs of recruits.
 - Improvements implemented include 40 Hour in-house training upon completion of academy prior to release to Field Training.
 - Introduction base of knowledge.
 - Improved communication among Field Training Officers.
 - Three officers are up to date on each recruit.

Surrounding Communities Sworn per 1,000 Residents

- A total of 54 Sworn Officers would bring the Oswego Police Department in line with the average of our neighboring communities for Officers per 1,000 residents.

City	Population (estimated)	Square Miles of Village/City	Full-time Sworn Officers	Sworn / Population (ofc per 1,000)
Montgomery	21,500	9.51	33	1.53
Oswego	36,252	15.63	50	1.38
Plainfield	45,000	24.20	57	1.26
Plano	13,500	7.50	22	1.63
Yorkville	20,700	19.6	33	1.59
			Median	1.53
			Average	1.48

Selection & Training

- Lateral move would cut out 14 weeks at academy and they may not need the full 20 weeks of field training.

Eligibility Test currently administered every two years for Patrol Officer positions.



Average time once an eligibility listed is established to hire and train a sworn officer in order to reach solo patrol is **46 weeks**.

12 weeks background investigation & pre-employment screening	14 weeks at police academy	20 weeks field training	Total of Approximately 46 Weeks
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Retirement Survey Response Rates

- 55 of 60 Total Responses
 - 100% Command (4 of 4)
 - 78% Sergeant (7 of 9)
 - 97% Patrol (35 of 36)
 - 81% Civilian (9 of 11)
 - Good turnout.

Five Year Outlook- Survey Results

- 43% of Patrol Officers plan to retire in the next 5 years
- 33% of Sergeants plan to retire in the next 5 years
- 75% of Command plan to retire in the next 5 years
- 40% of Non-Sworn members plan to retire in the next 5 years
- Survey was done late last year; subject to change.



Patrol Officers in Next 5 Years



■ Planning on Retirement
■ No Retirement Planning

Non-Sworn in Next 5 Years

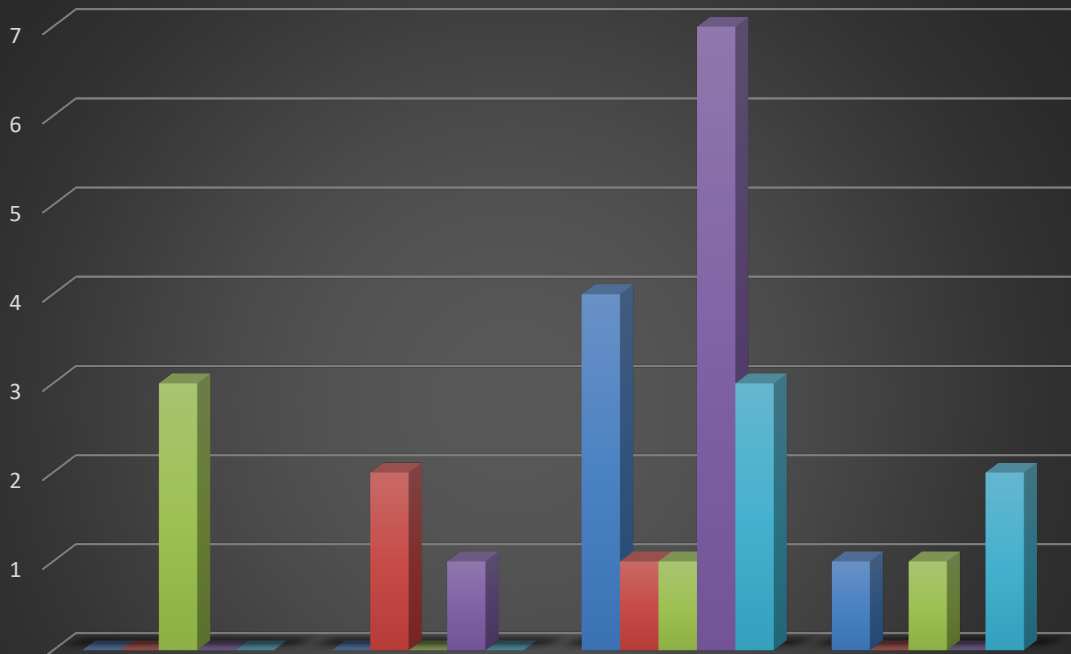


■ Planning on Retirement
■ No Retirement Planning

Retirement by Category FY22-FY26

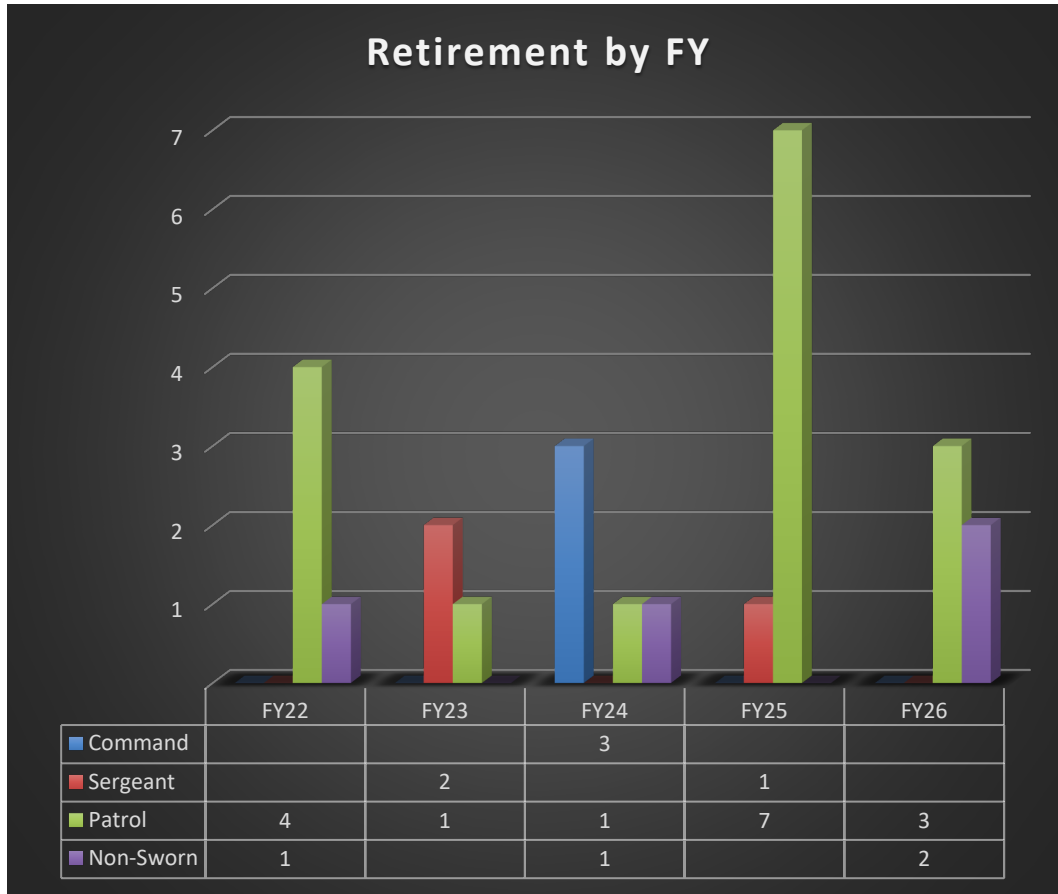
- FY25 is a big number.

Retirement by Category



	Command	Sergeant	Patrol	Non-Sworn
FY22			4	1
FY23		2	1	
FY24	3		1	1
FY25		1	7	
FY26			3	2

Retirement by Fiscal Year FY22-FY26



How Do We Plan for Retirements?

- Continue to focus on recruiting and hiring quality candidates.
- We continue to ask our members when they plan to retire.
 - They are interested in sharing this information since they are concerned about staffing levels.
- We can front load hiring to have new officers hired and trained prior to known retirements.
 - We are currently doing this and plan to continue in FY22.
- We continue to identify strategies to keep members working longer.
 - Enriching professional satisfaction will likely result in a member working more years.

Board and staff discussion focused on dropout rate; staff looks at why a recruit leaves; including a clause for repayment; whether a claw back would have an impact on who applies for a position; recruits are struggling in the program; staff has looked at the program to make sure they succeed; whether Oswego’s requirements are the same as other communities; expectations could differ from one department to another; a lot of places have agreements or a sliding scale if leaving within certain number of years; cost of recruitment fees could be included in an agreement; if graduating from the academy, the license is good throughout the state; retention clause; other departments could have a lateral clause; look at on a case by case basis for a lateral movement; wanting consistent practice; Board approves a lateral movement program for the police commission to move forward with; program would be included in the rules and regulations of the commission; looking at retirement issues; coming up with an internal survey; conducting another survey due to the recent bill that passed; concerns with staffing; challenging to keep up with recruitments and retirements; majority of officers are leaving at 20 years; frontload and try to get ahead; longevity pay; pension issues; need to engage the union; union contract ends April 2022; don’t like to work without a contract; highly trained officers are retiring; would like to keep them longer; testing fee is \$25.00; had 300 applicants in June

2020; Chief to email the Board the exact number of applicants over the years; new headquarters is used as a recruitment tool and it has helped; not getting hung up on square miles; other communities and the state are going through the same retirement issues; in the 1990's, officers were hired through a grant; they are now hitting the 25 to 30 year mark; whether to increase the force by 3 to 4 officers per year; trying to be respectful of other department's needs; will discuss more during the budget discussion; salary analysis has two officers slated, but the Village was not granted the grant; officers are at the top of the list; last time an officer was hired was in 2010; whether officers are retiring to another field of work; retired officers are working security, going back to a previous skill set or going on to be Chief at another department; need is becoming more real; thank you for the three year heads-up; three years is going to come quick; revenue savings for a lateral move will vary depending on experience; \$6,0000 for the academy. There was no further discussion.

CLOSED SESSION

There was no closed session.

ADJOURNMENT

The meeting adjourned at 6:42 p.m.

Tina Touchette
Village Clerk