

**Village of Hoffman Estates**

**PUBLIC HEALTH & SAFETY  
COMMITTEE MEETING MINUTES**

**February 22, 2016**

**I. Voice**

**Members in Attendance:**

**Michael Gaeta, Chairperson  
Trustee Gary Pilafas, Vice Chairperson  
Trustee Anna Newell  
Trustee Karen Mills  
Trustee Gary Stanton  
Trustee Gayle Vandenberg  
Mayor William McLeod**

**Management Team Members  
in Attendance:**

**Dan O'Malley, Deputy Village Manager  
Art Janura, Corporation Counsel  
Mark Koplun, Asst. Vlg. Mgr.-Dev. Services  
Kevin Kramer, Director of Econ. Dev.  
Tom Mackie, Deputy Fire Chief  
Ted Bos, Police Chief  
Joseph Nebel, Dir. of Public Works  
Rachel Musiala, Director of Finance  
Bruce Anderson, CATV Coordinator  
Fred Besenhoffer, Director of IS  
Ashley Monroe, Asst. to Village Manager  
Austin Pollack, Admin. Intern  
Bev Romanoff, Clerk  
Patti Cross, Asst. Corp Counsel**

The Public Health & Safety Committee meeting was called to order at 7:27 p.m.

**II. Approval of Minutes**

Motion by Trustee Vandenberg, seconded by Trustee Mills, to approve the Public Health & Safety Committee meeting minutes of January 25, 2016. Voice vote taken. All ayes. Motion carried.

**NEW BUSINESS**

- 1. Request authorization to award contract for entry level patrol officer testing to Cops and Fire Personnel Testing Service, Schaumburg, IL in an amount not to exceed \$3,400.**

An item summary sheet from Ted Bos was presented to Committee.

Motion by Trustee Vandenberg, seconded by Mayor McLeod, to award a contract for entry level patrol officer testing to Cops and Fire Personnel Testing Service, Schaumburg, IL, in an amount not to exceed \$3,400. Voice vote taken. All ayes. Motion carried.

- 2. Request approval to dispose of Police Department records that have exceeded their State required retention period, in accordance with State and Local Retention Acts.**

An item summary sheet from Ted Bos was presented to Committee.

Motion by Trustee Vandenberg, seconded by Trustee Mills, for approval to dispose of Police Department records that have exceeded their State required retention period, in accordance with State and Local Retention Acts.

- 3. Request acceptance of the Police Department Monthly.**

The Police Department Monthly Report was presented to Committee.

Motion by Trustee Vandenberg, seconded by Mayor McLeod, to accept the Police Department Monthly Report. Voice vote taken. All ayes. Motion carried.

- 4. Request acceptance of the Health & Human Services Department Monthly Report.**

The Health & Human Services Department Monthly Report was presented to Committee.

Motion by Trustee Stanton, seconded by Trustee Mills, to accept the Health & Human Services Department Monthly Report. Voice vote taken. All ayes. Motion carried.

- 5. Request acceptance of Emergency Management Coordinator Monthly Report.**

The Emergency Management Coordinator Monthly Report was presented to Committee.

Motion by Trustee Mills, seconded by Trustee Stanton, to accept the Emergency Management Coordinator Monthly Report. Voice vote taken. All ayes. Motion carried.

- 6. Request acceptance of the Fire Department Monthly Report.**

The Fire Department Monthly Report was presented to Committee.

Motion by Trustee Stanton, seconded by Trustee Vandenberg, to accept the Fire Department Monthly Report. Voice vote taken. All ayes. Motion carried.

- III. President's Report**
- IV. Other**
- V. Items in Review**
- VI. Adjournment**

Motion by Trustee Stanton, seconded by Trustee Vandenberg, to adjourn the meeting at 7:31 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

---

Debbie Schoop, Executive Assistant

---

Date