

**AGENDA**  
**PUBLIC HEALTH AND SAFETY COMMITTEE**  
**Village of Hoffman Estates**  
**January 28, 2013**

*7:00 p.m.*

**Members:** Jacquelyn Green, Chairperson  
Gary Pilafas, Vice Chairperson  
Anna Newell, Trustee  
Karen Mills, Trustee  
Ray Kincaid, Trustee  
Gary Stanton, Trustee  
William McLeod, Mayor

- I. Roll Call**
- II. Approval of Minutes – December 10, 2012 Committee Meeting**

**NEW BUSINESS**

1. Request Authorization to award a two-year towing contract, with an optional third year, to Redmon's Towing of Schaumburg, Illinois.
2. Request authorization to enter into a lease to own contract with De Lage Landen Public Finance LLC for the purchase of 21 Arbitrator 360 camera systems and related equipment from CDS Office Technologies.
3. Request approval for Use of Social Media and additional services to increase communication opportunities between the Police Department and the community in an effort to disseminate and develop information related to reported Police Activity.
4. Request acceptance of Police Department Monthly Report.
5. Request acceptance of Health & Human Services Monthly Report.
6. Request acceptance of Emergency Management Coordinator Monthly Report.
7. Request acceptance of Fire Department Monthly Report.

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

**PUBLIC HEALTH & SAFETY  
COMMITTEE MEETING MINUTES**

December 10, 2012

**I. Roll Call**

**Members in Attendance:**

Jacquelyn Green, Chairperson  
Trustee Anna Newell  
Trustee Karen Mills  
Trustee Ray Kincaid  
Trustee Gary Stanton  
Village President William McLeod

**Corporate Authorities not in Attendance:** Gary Pilafas, Vice-Chairperson

**Management Team Members  
in Attendance:**

Jim Norris, Village Manager  
Dan O'Malley, Deputy Village Manager  
Art Janura, Corporation Counsel  
Mark Koplín, Asst. Vlg. Mgr.-Dev. Services  
Peter Gugliotta, Director of Planning  
Gary Skoog, Director of Economic Development  
Gary Salavitch, Director of Engineering  
Patrick Seger, Human Resources Mgmt. Dir.  
Bob Gorvett, Fire Chief  
Michael Hish, Police Chief  
Algean Garner, Director of H&HS  
Joe Nebel, Director of Public Works  
Rachel Musiala, Finance Director  
Bruce Anderson, Cable TV Coordinator  
Gordon Eaken, Director of IS  
Tia Messino, Administrative Intern  
Nichole Collins, Emergency Management Coord.  
Patricia Cross, Assistant Corporation Counsel  
Ashley Monroe, Assistant Planner  
Ken Koop, Risk Manager

**Others in Attendance:**

Yousuf Ahmed, Levy Restaurant Group

The Public Health & Safety Committee meeting was called to order at 7:49 p.m.

**II. Approval of Minutes**

Motion by Trustee Stanton, seconded by Mayor McLeod, to approve the Public Health & Safety Committee meeting minutes of November 26, 2012. Voice vote taken. Trustee Karen Mills abstained. Motion carried.

**NEW BUSINESS**

- 1. Request authorization to extend the Radio and Modem Communications Maintenance Contract on a monthly basis until implementation of the new Radio System in 2013.**

An item summary sheet from Chief Michael Hish, Lt. Greg Poulos and Bob Kravetz was presented to the Committee.

Trustee Green and Chief Hish discussed the timeline for the implementation of the radios.

Motion by Mayor McLeod, seconded by Trustee Stanton, to extend the Radio and Modem Communications Maintenance Contract on a monthly basis until implementation of the new Radio System in 2013. Voice vote taken. All ayes. Motion carried.

- 2. Request acceptance of Police Department Monthly Report.**

The Police Department Monthly Report was presented to Committee.

Trustee Stanton and Chief Hish discussed the number of calls to Bode Circle and that a bank robber, also from Bode Circle, was apprehended.

Motion by Trustee Mills, seconded by Trustee Newell, to accept the Police Department Monthly Report. Voice vote taken. All ayes. Motion carried.

- 3. Request acceptance of Health & Human Services Monthly Report.**

The Health & Human Services Monthly Report was submitted to the Committee.

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

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

The Emergency Management Coordinator Monthly Report was submitted to the Committee.

Trustee Kincaid and Ms. Collins discussed the various grants that were included in the report and using the Fourth of July Celebration as an opportunity to fulfill grant requirements.

Trustee Kincaid, Mr. Norris and Ms. Collins discussed possible partial reimbursement for volunteer training and staff time.

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

**5. Request acceptance of Fire Department Monthly Report.**

The Fire Department Monthly Report was submitted to the Committee.

Trustee Kincaid and Chief Gorvett discussed that there were a number of firefighters on light duty. Trustee Kincaid, Mr. Norris and Chief Gorvett discussed that the number of firefighters on light duty seemed to be cyclical.

Trustee Kincaid and Chief Gorvett discussed that the use of ambulance 22 was directly related to the number of people on light duty.

Motion by Trustee Stanton, seconded by Trustee Mills, 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 Mills, seconded by Trustee Stanton, to adjourn the meeting at 7:58 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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Emily Kerous, Dir of Operations/Outreach -  
Office of the Mayor & Board

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Date



**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Village Towing Contract

**MEETING DATE:** January 28, 2013

**COMMITTEE:** Public Health & Safety Committee

**FROM:** Michael E. Hish, Chief of Police  
Michael Raucci, Sergeant

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**PURPOSE:** To provide an overview of the submitted bids for the Village's towing contract and to recommend a contractor.

**BACKGROUND:** Every two years the Village of Hoffman Estates advertises for bids and enters into a two-year contract, with a third year option, with a vendor to provide towing services with the Village.

**DISCUSSION:** This year four (4) bids were received by the Village during the bidding process. Bids were submitted by Redmon's Towing of Schaumburg, Suburban Towing and Recovery of Elk Grove Village and Pete's "A" Towing of East Dundee. Hillside Auto Body of Arlington Heights submitted an incomplete bid and is therefore eliminated from the selection process. Hillside Auto Body was notified of this decision.

On January 4, 2013, Sgt. Raucci made on-site inspections of each of the three (3) eligible towing companies. Sgt. Raucci had the opportunity to speak with each business owner during the course of these inspections. Each owner gave Sgt. Raucci a tour of their facility and allowed him to inspect the vehicle storage areas as well as the tow trucks. Also, each owner explained how they tracked and monitored all of the vehicles that they towed or impounded. All three (3) companies met the requirements of each and every bid specification requested.

In order to accurately determine which bid is the most appropriate for recommendation to the Board, it became necessary to determine exactly what portions of the towing contract are used most often. This was determined to be tows related to disabled vehicles, accidents or relocations which accounted for 707 tows in 2012.

**Public Health and Safety Committee**  
**Village Towing Contract**  
**Page 2**

Besides these 707 tows, the Police department also had 436 administrative tows. It should be noted that 24 Village vehicles needed to be towed due to traffic crashes or break downs in 2012. Therefore, the total number of tows in 2012 was 1,167. This is an average of approximately 97 tows per month.

In addition to the service provided to the community, the recommended vendor will be responsible for providing towing service to all Village Departments. It is important that the vendor can respond in a timely manner and be capable of accommodating the towing of any Village vehicle.

Please refer to the attached comparison chart (Tabulation of Bids) for actual dollar amounts associated with each service provided by the vendor.

As previously mentioned, a large amount of vehicles towed by the Police Department are due to people being arrested and having their vehicle impounded. It should also be noted that frequently Police Officers call for tow services for citizens who need roadside assistance or who were involved in a traffic crash.

Section "a" of the "Tabulation for Bids" shows the prices/fees that are charged for the above mentioned situations. Redmond's Towing charges \$85.00 for a regular tow and \$125.00 for an impound tow at all hours during every day of the week, including holidays. Petes "A" Towing charges the same for a regular tow and an impound tow. These prices are \$75.00 Monday thru Friday 8:00a.m to 5:00p.m.; \$95.00 Monday thru Friday 5:01p.m. to 7:59a.m.; and \$95.00 on Saturdays, Sundays and Holidays. Suburban Towing charges \$150.00 "across the board" for regular tows and impounds regardless of the day or time.

When comparing these prices/fees, Redmon's is the lowest price for regular tows on Monday thru Friday 5:01p.m. to 7:59a.m., as well as Saturdays, Sundays, and Holidays. Pete's "A" Towing had the lower price/fee for a regular tow on Monday thru Friday 8:00a.m. to 5:00p.m. Regarding impound tows or tows due to an arrest situation, Pete's "A" Towing had the lowest price/fee on all dates and times, including Holidays.

As previously mentioned, Redmon's towed 1,167 vehicles in 2012 for the Village. Fifty-three (53) of these tows were for multiple vehicles and twenty-four (24) were Village vehicles. By subtracting these two numbers from 1,167 we arrive at 1,090 individual tows. Out of these 1,090 tows, 654 were customer service tows as opposed to 436 administrative tows (impounds) that were a result of custodial arrests. Regarding the 654 customer service tows, which have a direct impact on our citizens who require assistance, 226 (35%) occurred Monday thru Friday between 8:00 a.m. and 5:00 p.m. The remaining 428 (65%) customer service tows, occurred Monday thru Friday 5:01 p.m. and 7:59 a.m. as well as Saturdays, Sundays, and Holidays. Therefore, Redmon's rate of \$85.00 across the board for customer service tows is lower than Pete's "A" Towing 65% of the time, and lower than Suburban Towing 100% of the time.

The 24 hour daily storage fee for both Redmon's and Petes "A" towing is \$40.00. Suburban Towing charges \$45.00 for the same service.

Another service that the Police Department requires from its towing vendor is the relocation of vehicles due to special events, parades, fireworks, snow emergencies, etc. The cost of such a service could become quite a financial burden to the Village as well as its citizens.

Section "r" of the "Tabulation for Bids" shows the prices/fees that are charged for the above situations. Redmon's Towing does not charge the Village or the vehicle owner for vehicle relocations at any time. Pete's "A" Towing charges \$65.00 "across the board" for vehicle relocations. Suburban Towing charges \$105.00 "across the board" for vehicle relocations.

After meeting with present members of the Traffic Section as well as former Traffic Section Sergeant Carl Baumert, it was estimated that approximately 10-12 vehicles need to be relocated every year for the 4th of July Parade alone. With the Village's current vendor (Redmon's Towing) there would be no financial impact to the Village during the upcoming contract period.

It should be noted that Mr. Pete Bernaeyge, the owner of Pete's "A" Towing indicated in a meeting at his place of business that the Village would not be billed for vehicle relocations but the owner/citizen would be charged.

Section "q" shows the prices/fees that each towing bidder charges for towing all Village vehicles in excess of 25 miles. Redmon's Towing does not charge for this service. Pete's "A" Towing charges \$3.00 a mile and Suburban Towing charges a flat fee of \$175.00.

**FINANCIAL IMPACT:** This contract will have a no financial impact on the Village budget. The current bid proposal from Redmon's Towing indicates no charge for towing of Village vehicles, no charges for Village vehicles when road service is required and no charge for vehicle relocations.

**RECOMMENDATION:** Request authorization to award a two-year towing contract, with an optional third year, to Redmon's Towing of Schaumburg, Illinois. Redmon's Towing has been contracted by the Village for the past six (6) years. While speaking with Sgt. Baumert, he has indicated that Redmon's is a very reputable company and that he has not received any citizen complaints during the past six (6) years regarding Redmon's. Sgt. Baumert also informed me that he has never received any officer complaints about driver response times or drivers themselves.

Redmon's Towing  
1323 South Rodenburg Road  
Schaumburg, Illinois 60193  
847-895-6162  
847-895-6230 (Fax)





**Village of Hoffman Estates  
POLICE DEPARTMENT**

Tabulation of Bids for: **Authorized Village Towing Service**

County: Cook  
Local Agency: Hoffman Estates  
Date: 12/13/2012  
Time: 10:00 AM

Name of Bidder		Redmon's Towing			Suburban Towing & Recovery			Pete's A Towing, Inc			Hillside Auto Body & Services, Inc.		
Address of Bidder		1323 S Redenburg Rd Schaumburg, IL 60193			1595 Jarvis Ave Elk Grove Village, IL 60007			15N350 Rt. 25 East Dundee, IL 60118			120 W. University Dr Arlington Heights, IL 60004		
Attended By:		Bev Romanoff, Sgt. Carl Baumert, Sgt. Michael Raucci (all VOHE)			Mon-Fri 8am-5pm	Mon-Fri 5:01pm- 7:59am	Sat-Sun-Holiday	Mon-Fri 8am-5pm	Mon-Fri 5:01pm- 7:59am	Sat-Sun- Holiday	Mon-Fri 8am-5pm	Mon-Fri 5:01pm- 7:59am	Sat-Sun- Holiday
Item No.	Item	Rates			Rates			Rates			Rates		
a	Towing of passenger vehicle, motorcycle, or trucks with GVW not more than 8,000 lbs., within 5 miles of the Village.	\$85/\$125* *impound	\$85/\$125* *impound	\$85/\$125* *impound	\$150	\$150	\$150	\$75	\$95	\$95	\$115	\$115	\$115
b	Winching charge (fee for winching only-not including tow)	\$3/foot	\$3/foot	\$3/foot	\$85+	\$85+	\$85+	\$65 + \$1/foot after 25 feet	\$65 + \$1/foot after 25 feet	\$65 + \$1/foot after 25 feet	\$3/foot	\$3/foot	\$3/foot
c 1)	Vehicle Storage (per 24 hour increment) Motorcycles	\$20			\$45			\$40			\$20		
c 2)	Vehicle Storage (per 24 hour increment) Passenger cars	\$40			\$45			\$40			\$35		
c 3)	Vehicle Storage (per 24 hour increment) Trucks +8,000-40,000 lbs.	\$50			\$75/unit			\$45			\$50		
c 4)	Vehicle Storage (per 24 hour increment) Trucks 40,001-80,000 lbs.	\$75			\$95/unit			\$50			\$75		
d	Towing of trucks with GVW from 8,001 lbs. to 12,000 lbs.	\$85/hour	\$85/hour	\$85/hour	\$175/hour	\$175/hour	\$175/hour	\$75	\$95	\$95	\$85/hour	\$85/hour	\$85/hour
e	Towing of trucks with GVW in excess of 12,000 lbs. to 36,000 lbs.	\$125/hour	\$125/hour	\$125/hour	\$200 2 hour min.	\$200 2 hour min.	\$200 2 hour min.	\$85/hour	\$85/hour	\$85/hour	\$125/hour	\$125/hour	\$125/hour
f	Towing of trucks with GVW in excess of 36,000 lbs. to 55,000 lbs.	\$150/hour	\$150/hour	\$150/hour	\$225 2 hour min.	\$225 2 hour min.	\$225 2 hour min.	\$125/hour	\$125/hour	\$125/hour	\$125/hour	\$125/hour	\$125/hour
g	Towing of trucks with GVW in excess of 55,000 lbs.	\$175/hour	\$175/hour	\$175/hour	\$250 2 hour min.	\$250 2 hour min.	\$250 2 hour min.	\$125/hour	\$125/hour	\$125/hour	\$150/hour	\$150/hour	\$150/hour
h	Per mile rate for vehicles towed at owner's request to a place other than Contractor's place of business.	\$3	\$3	\$3	\$3.50	\$3.50	\$3.50	\$3	\$3	\$3	\$3	\$3	\$3



**Village of Hoffman Estates  
POLICE DEPARTMENT**

Tabulation of Bids for: **Authorized Village Towing Service**

County: Cook  
Local Agency: Hoffman Estates  
Date: 12/13/2012  
Time: 10:00 AM

Name of Bidder Address of Bidder:		Redmon's Towing 1323 S Redenburg Rd Schaumburg, IL 60193			Suburban Towing & Recovery 1595 Jarvis Ave Elk Grove Village, IL 60007			Pete's A Towing, Inc 15N350 Rt. 25 East Dundee, IL 60118			Hillside Auto Body & Services, Inc. 120 W. University Dr Arlington Heights, IL 60004		
Attended By:		Mon-Fri 8am-5pm	Mon-Fri 5:01pm- 7:59am	Sat-Sun-Holiday	Mon-Fri 8am-5pm	Mon-Fri 5:01pm- 7:59am	Sat-Sun- Holiday	Mon-Fri 8am-5pm	Mon-Fri 5:01pm- 7:59am	Sat-Sun- Holiday	Mon-Fri 8am-5pm	Mon-Fri 5:01pm- 7:59am	Sat-Sun- Holiday
Item No.	Item	Rates			Rates			Rates			Rates		
i	Up righting of an overturned vehicle-passenger car/light truck	\$50	\$50	\$50	\$95	\$95	\$95	\$65	\$65	\$65	\$45	\$45	\$45
j	Up righting of an overturned vehicle - over 8,000 GVW to 12,000 GVW - <u>contained</u> load	\$95/hour	\$95/hour	\$95/hour	\$95	\$95	\$95	\$65	\$65	\$65	\$95/hour	\$95/hour	\$95/hour
j	Up righting of an overturned vehicle - over 8,000 GVW to 12,000 GVW - <u>Un-contained</u> load	\$95/hour	\$95/hour	\$95/hour	\$125	\$125	\$125	\$65	\$65	\$65	\$95/hour	\$95/hour	\$95/hour
k	Up righting of an overturned vehicle - over 12,001 - 36,000 lbs - <u>contained</u> load	\$175/hour	\$175/hour	\$175/hour	\$150	\$150	\$150	\$85/hour	\$85/hour	\$85/hour	\$175/hour	\$175/hour	\$175/hour
k	Up righting of an overturned vehicle - over 12,001 - 36,000 lbs - <u>Un-contained</u> load	\$175/hour	\$175/hour	\$175/hour	\$225	\$225	\$225	\$85/hour	\$85/hour	\$85/hour	\$175/hour	\$175/hour	\$175/hour
l	Up righting of an overturned vehicle - over 36,001 - 55,000 lbs - <u>contained</u> load	\$350/hour	\$350/hour	\$350/hour	\$250	\$250	\$250	\$125/hour	\$125/hour	\$125/hour	\$350/hour	\$350/hour	\$350/hour
l	Up righting of an overturned vehicle - over 36,001 - 55,000 lbs - <u>Un-contained</u> load	\$350/hour	\$350/hour	\$350/hour	\$325	\$325	\$325	\$125/hour	\$125/hour	\$125/hour	\$350/hour	\$350/hour	\$350/hour
m	Up righting of an overturned vehicle - over 55,000 lbs or more - <u>contained</u> load	\$395/hour	\$395/hour	\$395/hour	\$400	\$400	\$400	\$125/hour	\$125/hour	\$125/hour	\$375/hour	\$375/hour	\$375/hour
m	Up righting of an overturned vehicle - over 55,000 lbs or more - <u>Un-contained</u> load	\$395/hour	\$395/hour	\$395/hour	\$525	\$525	\$525	\$125/hour	\$125/hour	\$125/hour	\$375/hour	\$375/hour	\$375/hour
n	<u>Required</u> flatbed tow (in lieu of standard tow fee, not added to)	\$105/\$145* *impound	\$105/\$145* *impound	\$105/\$145* *impound	\$50	\$50	\$50	\$75	\$95	\$95	\$135	\$135	\$135
o	Disconnect drive shaft or transmission.	N/C	N/C	N/C	\$45	\$45	\$45	N/C	N/C	N/C	N/C	N/C	N/C



**Village of Hoffman Estates**  
**POLICE DEPARTMENT**

Tabulation of Bids for: **Authorized Village Towing Service**

County: Cook  
 Local Agency: Hoffman Estates  
 Date: 12/13/2012  
 Time: 10:00 AM

Name of Bidder:		Redmon's Towing			Suburban Towing & Recovery			Pete's A Towing, Inc			Hillside Auto Body & Services, Inc.		
Address of Bidder:		1323 S Redenburg Rd Schaumburg, IL 60193			1595 Jarvis Ave Elk Grove Village, IL 60007			15N350 Rt. 25 East Dundee, IL 60118			120 W. University Dr Arlington Heights, IL 60004		
Attended By:		Mon-Fri	Mon-Fri	Sat-Sun-Holiday	Mon-Fri	Mon-Fri	Sat-Sun-Holiday	Mon-Fri	Mon-Fri	Sat-Sun-Holiday	Mon-Fri	Mon-Fri	Sat-Sun-Holiday
		8am-5pm	5:01pm-7:59am		8am-5pm	5:01pm-7:59am		8am-5pm	5:01pm-7:59am		8am-5pm	5:01pm-7:59am	
Item No.	Item	Rates			Rates			Rates			Rates		
p	Road Service: out of gas, jump start, etc. No Tow Required	\$65	\$65	\$65	\$75	\$75	\$75	\$45	\$45	\$45	\$60	\$60	\$60
q	Towing - for vehicles located in excess of 25 miles of Village.	N/C	N/C	N/C	\$175	\$175	\$175	\$3/mile	\$3/mile	\$3/mile	\$3/mile	\$3/mile	\$3/mile
r	Hourly rate per man/truck for vehicle re-locations as is necessary for special events such as parades, snow emergencies, etc.	N/C	N/C	N/C	\$105	\$105	\$105	\$65	\$65	\$65	N/C	N/C	N/C



**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request authorization to enter into a 5 (five) year lease for 21 In-Car Camera Systems

**MEETING DATE:** January 28, 2013

**COMMITTEE:** Public Health and Safety Committee

**FROM:** Michael E. Hish, Chief of Police  
Gordon Eaken, Director of Information Systems

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**PURPOSE:**

Request authorization to enter into a lease to own contract with De Lage Landen Public Finance LLC for the purchase of 21 Arbitrator 360 camera systems and related equipment from CDS Office Technologies.

**BACKGROUND:**

In 2007 we purchased digital In-Car Cameras systems for our front line vehicles. Due to changing technology and the age of these systems they have become out dated and require a costly service contract to keep them operating.

**DISCUSSION:**

We have had In-Car Camera Systems in our front line vehicles since 2001. These systems have proven their worth in terms of criminal prosecution and rebuttal evidence in Citizen Complaints against our officers. It was an In-Car Camera system that assisted us and the Cook County State's Attorney's Public Integrity unit in the investigation and exoneration of an officer involved in an Officer Involved Shooting. The camera and related audio documented the offender's actions and justified the officer's reaction. Recent case law changes and the unreliability of our current camera systems have made these new cameras necessary in presenting evidence in court for DUI and traffic related cases. We have delayed replacing these cameras for several years due to budget constraints, but in 2012, we purchased 6 cameras at a cost of \$35,478 and had a replacement program in the CIP for the purchase of 6 cameras a year to completely update our systems. The gradual replacement of these cameras systems, however, also required the budgeting of an expensive maintenance contract to cover the maintenance and repair

**Public Health and Safety Committee**  
**In-Car Camera Systems**  
**Page 2**

of the remaining older systems. This Contract amount for 2012 was \$40,000.

Working with the IS department we were able to find a lease option which allows us to replace all our remaining cameras (21) to include installation for a total expenditure in 2013 of \$34,054.08 and \$29,490.21 for the remaining 4 years. As a result of the lease, the cameras are covered for maintenance during the term of the lease and the IS Department has volunteered to take over the management of the camera maintenance with the implementation of the new camera system.

**FINANCIAL IMPACT:**

The lease costs will be \$34, 054.08 for 2013, which covers the first year lease and installation, with a cost of \$29,490.21 in the remaining 4 years, which covers the lease payment and software licensing fee.

**RECOMMENDATION:**

Request authorization to enter into a lease to own contract with De Lage Landen Public Finance LLC for the purchase of 21 Arbitrator 360 camera systems and related equipment from CDS Office Technologies.



**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval for Use of Social Media and additional services to increase communication opportunities between the Police Department and the community in an effort to disseminate and develop information related to reported Police Activity.

**MEETING DATE:** January 28, 2013

**COMMITTEE:** Public Health and Safety Committee

**FROM:** Michael E. Hish, Chief of Police  
Gregory Poulos, Lieutenant

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**PURPOSE:** To discuss and request approval of the Police Department's use of social media, the Village's Gov Q&A Citizen Support Center, additions to our current Tip Line, participation in the Cook County Sheriff's new IWATCH program and to enter into an agreement with Leads Online to disseminate or develop information on reported criminal offenses in the Village.

**BACKGROUND:** Many police agencies are beginning programs to use social media accounts such as Twitter to disseminate information about crime trends, road closures, or public training bulletins. This interaction is an easy way to disseminate timely information to the public. Users can sign up to receive the broadcasts provided by the agency.

**DISCUSSION:** The Village of Hoffman Estates currently has a Twitter and Facebook account as well as a web page and accounts on LinkedIn, and others. The Village utilizes these accounts to broadcast information about the Village, its events, and happenings every day. The account is used to disseminate information about the Police Department, the Police Department events, as well as road closures and crime prevention issues. Currently, these Village accounts post information for all of the Village Departments such as Police, Fire, Public works, and General Government, as well as the various Commissions.

**Public Health and Safety Committee**  
**Use of Social Media**  
**Page 2**

Meetings with the Village Manager, Doug Schultz, Emily Kerous and the IS Department have led us to explore several additional ways to make information gathering and dissemination to the public efficient and productive. The suggestions and costs are outlined as follows:

- Anonymous Tips on Mobile application – Included in price of Villages Mobile Application through Gov Q&A.
- Add a new Button to the Village web site for Police Tips; \$785
- Police Tips cell phone allows text tips to be received; Initial cost \$680 for first year, \$480 in subsequent years.
- Police Tips e-mail; Fully licensed account \$750.00
- Social media blasts for afterhours events through a Hoot Suite account; no cost.

Depending on what options we choose to implement from the above in house solutions, we are currently working with the IS department to develop a work flow chart to ensure that the received tips and texts are tracked and accounted for to ensure adequate follow-up was conducted.

Anonymous online and text message crime tips are another way police agencies are utilizing social media to enhance their police operations. Most police agencies receive online and text message crime tips through the use of a third party clearing house program. This third party program “washes” the tipsters personal contact information from the message or text thereby making the tip anonymous. This anonymity is the most important aspect to this type of crime tip, as most people who refuse to call the police via the phone do so because they do not want to be identifiable. Several software companies provide the infrastructure necessary to efficiently and effectively utilize social media and texting in police operations. One of these programs, IWATCH, has recently been purchased by the Cook County Sheriff’s office who has offered to share information related to Hoffman Estates through an established contact list.

As another investigative and informational tool, we are also requesting approval to enter into an annual service agreement with Leads Online. This service allows a web based search for stolen property from reported crimes in Hoffman Estates that possibly were

sold at businesses in Hoffman Estates, or surrounding jurisdictions. Leads Online is already in place in several surrounding jurisdictions that have had success in finding stolen property by using the service. Some of these jurisdictions require their respective resale shops to register the property taken in by ordinance and while we will eventually be bringing that back to the committee, the value that we see in the service at this time is the ability to search the data base from these jurisdictions to locate property taken in crimes in Hoffman Estates.

**FINANCIAL IMPACT:**

Costs involved in this project are dependent on which of the options we select to accomplish the mission of increased information flow to and from the public, regarding police related incidents. Total costs to implement the programs identified at the Village level is \$2,215 for the first year and \$2,015 in subsequent years. The price of using Leads Online is \$4,528 per year.

**RECOMMENDATION:**

Request authorization to implement the suggestions listed and evaluate them for a one year period to see which is the most productive in accomplishing the goal of improved communication with our citizens and increased efficiency in criminal investigations.





Village of Hoffman Estates

Report of Activity

# POLICE DEPARTMENT MONTHLY REPORT



## ANNUAL SHOP WITH A COP EVENT



On Saturday December 8th, the Hoffman Estates Police Department held the Annual Shop With A Cop event. The goal is to provide gifts to those children that are in need and provide them with a positive and compassionate experience with a police officer. This year, 50 children's lives from the community were impacted from Shop With A Cop. This event is made possible through fundraising sponsored by the Hoffman Estates Police Charitable Foundation in cooperation with donations from local businesses. A special thanks to the Hoffman Estates Target Store, the Chicago Marriott Northwest, Millrose Restaurant, Hilton Garden Inn, America's Bar, Stone Eagle Tavern, Buffalo Wild Wings, Red Robin, Claire's, and the Hoffman Estates Chamber of Commerce. The kids really enjoyed the day and it was a success thanks to the 26 Hoffman Estates Police Officers, 3 South Barrington Officers, 14 Explorers, 4 EMA personnel and numerous HEPPA volunteers who donated their time to make a difference in a child's life. -Sgt. Carl Baumert

Continued on page 2 and 3



# SHOP WITH A COP (CONT)



Village Clerk Bev Romanoff, Trustee Nowell, Mayor McLeod, Trustee Mills all donated their time and wrapping skills.



Chief Hish, along with other Officers and volunteers, helped shop for Christmas gifts for the kids and their families.



Members of the HEPPA volunteered to wrap and tag all the gifts.



# SHOP WITH A COP (CONT)



Assistant Chief Bos played a bean bag toss game with the kids.



The children opened their gifts from Santa.

Santa Niefert dazzled the children with magical stories.



The kids enjoyed playing a bucket game with Buffalo Wild Wings and their mascot.



Millrose Restaurant volunteered to run a face painting station.



## PATROL DIVISION ACTIVITY REPORT

During the month of December the Patrol Division responded to 1414 calls for service. The following is a brief summary of some of the activities:

On 06 December Office Dahlberg was assigned a suspicious person on the 2500 block of West Golf Road behind the Plunkett Furniture building. Upon arrival, Officer Dahlberg located a parked vehicle in the rear and an unknown subject sitting on the ground nearby. A closer inspection revealed that the subject was dead from an apparent self inflicted gunshot wound to the head. The subject had been reported missing and suicidal out of Streamwood. Streamwood Police responded to the scene and this case was turned over to Investigations for further follow up.



On 09 December Officer Anderson responded to a disorderly conduct call on the 700 block of Knoll Drive. Upon arrival, Officer Anderson spoke to the complainant and manager of the complex. The complainant stated that a renter had threatened her life. Officers located the suspect nearby and after the initial interview, established probable cause to arrest the suspect for disorderly conduct. The complainant was given information on how to obtain an order of protection as well as a court date.

On 10 December Officers Patla, Lynch and Caceres received a request from another police department to serve an Order of Protection on a male employee at St. Alexius Medical Center. This subject had threatened the life of his wife or ex-wife and claimed to have guns in his possession. The responding officers were very vigilant in attempting to locate the suspect and his vehicle. After searching the parking lot, Officer Lynch located a vehicle that matched a description in CAD notes. Officer Lynch looked inside the car with his flashlight and observed a handgun in plain view. After a long search for the suspect, he was located inside the hospital and taken into custody. Due to the time and attention the officers spent on this call, they may have prevented a shooting. The suspect was arrested and charged with felony Possession of a Gun with a Revoked FOID card.

On 11 December Officer Petersen investigated a road rage incident. The female complainant reported that a male driver drove recklessly next to her. At a stop light, the offender exited his vehicle and tried to open the complainant's driver side door, but it was locked. The offender followed the complainant for some distance prior to pulling up alongside her and threatened to kill her. Officer Petersen was able to identify the offender from his license plate and arrested him at his residence for Assault and Disorderly Conduct.

On 20 December Sergeant Crimmins met with administrators from the Hoffman Estates Park District at their request. Sergeant Crimmins will be assisting the Park District in drafting improved emergency procedures for intruders in the park district buildings and will conduct training sessions.

On 29 December Officer Levin responded to an activated fire alarm on the 600 block of Bode Circle. Officer Levin arrived to find smoke in the hallway and immediately responded by knocking on numerous doors and evacuating the building. It was determined that a resident had fallen asleep with food on the stove. No injuries were reported.



## TACTICAL UNIT REPORT

The following entries were some of the noteworthy cases conducted by the Tactical Unit for the month of December.

On 01 December Tactical Officers Tenuto and Cawley responded to assist patrol in an Area 1 business regarding a suspicious incident report. Upon arrival, Tactical Officers were advised that one of the subjects involved had just fled the scene on foot when the police vehicles arrived. Tactical Officers observed the subject running through the parking lot at which time they went after the subject. The officers advised the subject to stop; the subject refused to obey officer's commands and continued running. After a brief foot pursuit the subject was apprehended. Investigation uncovered the subject to be a gang member who had provided the officers with false information regarding his name due to an outstanding warrant. The subject was charged accordingly with Resisting Arrest, Obstruction of Justice, and with the outstanding warrant.

On 06 December Sergeant Scaccianoce along with Tactical Officers Cawley, Stoy and Teipel and Detective Domin assisted the FBI with an ongoing bank robbery investigation. Tactical Officers were able to obtain information that led to the whereabouts of the wanted



bank robber sought by the FBI. The area was placed under surveillance and when the subject arrived in the area he was taken into custody without incident. The 34 year old Hoffman Estates resident was turned over to the FBI for investigation and prosecution.

On 11 December Tactical Officers Teipel and Tenuto initiated a traffic stop on a vehicle on an Area 4 roadway after observing a traffic violation. Investigation led to

the driver being placed under arrest for driving with license revoked. The passenger was also arrested for possession of a controlled substance after Tactical Officers located several heroin packets and drug paraphernalia in a purse in the vehicle which belonged to the passenger. Both subjects were transported to the police station and charged accordingly.

On 14 December Tactical Officers Cawley and Stoy initiated an investigation on a suspicious vehicle in an Area 6 hotel parking lot. Investigation led to one of the passengers in the vehicle providing false information to the Tactical Officers. The subject's true identity was learned in which there was a valid warrant for the subject's arrest. The subject was taken into custody and charged with the outstanding warrant and obstructing justice.

The Tactical Unit covered 23 patrol shifts during the month of December.



## CANINE UNIT REPORT

During the month of December Officer Donohue and his K9 partner Bundo, performed 4 vehicle searches and 1 narcotics search of a parking lot for a total of 5 calls. The canine team also attended training with the Northwest Suburban K9 Training Group.

## INVESTIGATIONS DIVISION REPORT

The following is a brief summary of the Investigations Section activity for the month of December 2012. Some of the cases worth noting are listed below.

On 03 December Detective Ouimette investigated a forgery in which the victim, a business owner in Louisville KY, reported he had attended a cheerleading competition at Conant High School to sell merchandise. The victim stated he had received a check drawn on a closed account from a Palatine resident and reported a loss of \$288.92 as a result. Detective Ouimette made contact with the offender who stated the account was closed due to suspected fraud on the account. Detective Ouimette met with the offender who provided a money order made payable to the victim for full restitution. Detective Ouimette provided the money order to the victim via US Mail; this case was exceptionally cleared.

On 06 December Detective Fernandez went to Woodfield Mall in Schaumburg and spoke with mall security. He provided them with a flyer of a subject who was wanted in three criminal trespass cases. Detective Fernandez obtained information from an informant that the wanted subject was hanging around Woodfield Mall. On 07 December Detective Fernandez received a call from mall security who stated they had located the subject. The Schaumburg Police Department was contacted and they took the suspect into custody. Detective Fernandez interviewed the suspect who admitted his role in all three cases. The offender was charged with one count of Theft and three counts of Criminal Trespass to Property.

On 06 December Detective Cawley brought to conclusion an extensive theft investigation for a business on the 2400 block of Huntington Blvd. Detective Cawley was provided information that a former employee, which was learned to still have keys to the business, was suspected by management to have been taking dye tool parts and selling them on eBay. An eBay account was located

and Detective Cawley brought the suspect in for questioning. The subject stated he only took items that were scrapped and he had permission to take them. The subject gave consent to search his residence in Huntley and a large amount of dye tool parts were located and inventoried. Management positively identified the parts as theirs and stated they did not give the subject permission to take the parts, even if scrapped. Detective Cawley contacted the States Attorney's Office who denied charges because there was no definitive proof by records that the parts taken were a match. The subject was released without charge.

On 10 December Detective Fernandez investigated a residential burglary which occurred on the 200 block of Illinois Blvd. The victim reported that a letter carrier had seen a male subject walking away from the front door of his residence on 05 December at 10:30am. Detective Fernandez spoke with the letter carrier who identified the subject as a 26 year old male who was a former resident of Hoffman Estates. Detective Fernandez located and interviewed the suspect who denied any involvement in the incident. Detective Fernandez conducted additional follow up at resale shops in the area and found that the suspect had sold some video games at a shop in Hoffman Estates. The manager verified the games were sold by the suspect and the video games matched those taken in the burglary. The subject was arrested and charged with one count of Residential Burglary.

On 11 December Detective Savage closed a criminal damage to property investigation that occurred at a local car dealership. An irate customer had caused approximately \$900 worth of damage to a dealership vehicle. Detective Savage discovered the identity and location of the offender and coordinated with the offender's lawyers to have him travel to Hoffman Estates from Indiana. Detective Savage conducted an interview of the suspect and obtained a statement. The offender was charged with Criminal Damage To Property.



## JUVENILE INVESTIGATIONS REPORT

On 03 December Officer Russmann investigated a sex offender violation at Conant High School. Officer Russmann was advised by Administration that a sex offender was present at the school. Officer Russmann spoke with the male adult who stated he was a registered sex offender and was at the school for a meeting with his son. Officer Russmann learned this subject never contacted the school prior and did not receive permission to come to the school. Upon contacting the State's Attorney's Office, the offender was charged with one felony count of Unlawful Presence Within a School Zone.

On 11 December Officer Russmann assisted Conant Administration with a student who was intoxicated at school. The student, a 17 year old Hoffman Estates resident, was in possession of multiple pills. Officer Russmann, along with the school nurse, found two pills of Clonazepam which is a controlled substance. The student refused to cooperate in the investigation and was

charged as an adult for Possession of a Controlled Substance.

On 12 December Officer Golbeck was alerted that two male juvenile students were fighting in a hallway at Hoffman Estates High School. Officer Golbeck took the students, both Schaumburg residents, into custody, processed them accordingly and released them to their parents.

On 21 December Officer Berman was contacted by the Schaumburg Police Department School Resource Officer and advised that a Hoffman Estates resident, who attends Keller Jr. High School, had posted an inappropriate and threatening comment on Facebook regarding school safety. After an investigation, the student was arrested and released to her mother.

During the month of December extra patrol was assigned to all the schools in our Village due to the tragedy in Connecticut. School staff and parents were grateful for the police presence.

## TRAFFIC SECTION REPORT

The following is a summary of activities for the Traffic Section for the month of December 2012.

On 05 December Traffic Officers Thomas and Marak were called in to investigate a fatal traffic crash that occurred on Barrington Road south of Higgins Road. The crash investigation revealed that an 86 year old female resident of Streamwood was driving southbound in the northbound Barrington Road traffic lanes when she was struck by a northbound vehicle. The victim sustained fatal injuries due to not wearing a seatbelt. The driver of the northbound vehicle involved in the crash, a 39 year old Hanover Park resident, had minor injuries and was arrested for not having a valid driver's license.



On 17 December Officer Wondolkowski conducted a class at Fremd High School on DUI laws and underage drinking.

On 18 and 21 December Officer Wondolkowski instructed Concepts and Principals in Standardized Field Sobriety Testing at the SLEA.

On 28 December Traffic Officers Thomas and Marak were assigned to holiday DUI details. Officers conducted a traffic stop on a vehicle for improper lane usage and immediately smelled a strong odor of burning cannabis. After a thorough investigation, the driver was arrested and charged with Unlawful Possession of Cannabis.

During the month of December the Traffic Section followed up on 23 hit and run or incomplete crashes and 4 stop arm violations. ASO Dianovsky issued a total of 74 parking citations. The Traffic Section also issued 57 chauffeur licenses and installed 9 child safety seats.

## COMMUNITY RELATIONS / CRIME PREVENTION REPORT

During the month of December, Officer Notarnicola participated in the following:

DARE lessons 4 were taught to Timber Trails, Thomas Jefferson, St. Hubert and Lincoln Schools.

Officer Notarnicola taught 25 kids in three preschool classes at Sears Child Development Center on topics such as: emergencies, stranger

danger and what to do if they get separated from their parents. These same classes were given to preschool students at the Triphahn Center.



On 05 December an Explorer meeting was held and 8 new recruits received their uniforms.

On 08 December 13 Explorers volunteered



their time to assist Sgt. Baumert with the annual Shop With a Cop event. It was a great experience for the young adults and all the Explorers gave positive feedback to Officer Notarnicola.

On 19 December the Explorers held their annual Christmas party at the police station and celebrated a very successful 2012.



## PROBLEM ORIENTED POLICING UNIT

During the month of December 2012 Officer Barber of the Problem Oriented Policing Unit was involved in the following activities:

- 3 boy scout tours for approximately 35 people.
- 1 station tour for a Daisy troop.
- Officer Barber gave a prevention seminar at Poplar Creek Village.
- Facilitated a liquor servers class.
- Officer Barber provided a 2-week in service training session which covered the new hand held metal detector, Israeli battle dressing and scenario based training for traffic stops.
- Officer Barber provided 3 days of training for the new probationary

officers on topics including: handcuffing, pepper spray, expandable baton, riot baton, rifle training and qualifications, pistol and rifle retention, taser familiarization and rapid deployment.

- Continues to monitor the neighbor disputes on the 1300 block of Sturbridge, 500 block of Morgan, 4400 block of Bayside and several other community related issues.
- Officer Barber also continues to assist with the Adjudication hearings.

- Cub Scouts
- Girl Scouts workshop
- Computer classes
- Children's Art Class
- "Happenings at the CRC"*

- Library Literacy
- Adult ESL classes
- Scout Reach Program
- Promise to Play
- Teen Center activities planned



## SPECIAL SERVICES & STAFF SERVICES DIVISION REPORT

A number of projects and programs were completed and continued in the Special Services Division during December. Some of these included:

On 03 December the Citizen Police Academy Class #23 held their graduation ceremony at Village Hall.



The process of creating an eligibility roster for the police department has been initiated.

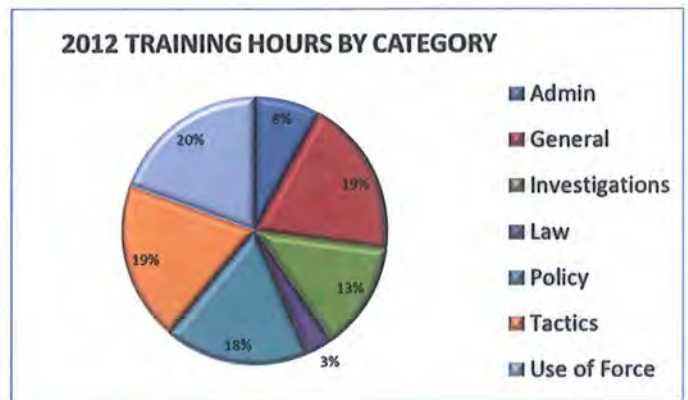
Sgt. Felgenhauer concluded the internship program for fall Harper College student Phil Giaccone. He worked with the training unit assisting with the in-service training role playing scenarios.

Sgt. Felgenhauer attended eight hours of training from the Illinois Training and Standards Board Executive Summit on Returning Veterans: Challenges for Law Enforcement Leaders.

On 21 December the three probationary officers,

Officer Fesemyer, Officer Melzer, and Officer Stopka completed their academy training and graduated from the Suburban Law Enforcement Academy. Chief Hish, Assistant Chief Bos, Lt. Poulos and Sgt. Felgenhauer were all in attendance at the graduation ceremony.

The Use of Force Training Unit conducted the fourth session of In-Service training for all sworn officers. Topics covered were: Prisoner searches, handcuffing, handheld metal detector use, combat medical tactics, traffic stop scenarios with simmunition.



Training hours for December totaled 1318 hours which included: 48 hours of Admin, 489 hours of General, 56 hours of Investigations, 47.5 hours of law, 3635 hours of Policy, 563 hours of Tactics and 78 hours of Use of Force.

Training provided year-to-date total 9,025 hours.

## ADMINISTRATIVE SERVICES REPORT

During the month of December 162 new items were inventoried, 15 items were sent to the lab, 7 were returned to the owners, and 25 Prisoner blankets were laundered.

On 12 December 41 items went to auction; including 20 bicycles. There are still 8 bicycles in the garage waiting for the owners to pick up.



### PROPERTY ROOM

Total YTD new items inventoried	1726
Total YTD items sent to lab	495
Total YTD items returned from lab	338
Total YTD items returned to owner	127
Total YTD transfers handled	14718
Laundered Prisoner Blankets	263



## Letters of Appreciation

*Dear Chief Hish*

On 27 November Chief James Keegan of the Streamwood Police Department wrote:

“On behalf of the men and women of Streamwood Police Department, I would like to thank Office Lisa Koenen for her assistance in the Missing Persons/Death Investigation of 20-year old Rachel Morris. As you might know, your agency was requested to provide assistance in this investigation. Rachel Morris was last seen on Monday November 12th and reported missing on Wednesday November 14th. She was last seen at a heavily wooded park/wetland area and after roughly 8 days of searching both by foot and air, Rachel’s body was located by her family on Thursday November 22nd. Although this case had a very sad conclusion, the collective efforts of surrounding law enforcement were invaluable.”

“Again, please thank Officer Koenen for a job well done. Please don’t hesitate to call the Streamwood Police Department should you or your agency be in need of any assistance.”



## Letters of Appreciation

*Dear Chief Hish*

Thank you and all the dedicated officers who helped teach the CPA. We enjoyed every class, every week. And what can we say about Officer Barber and Logan! Great Guys!

The Hoffman Estates Police Department should be proud of all the men and women who serve and protect us all. Job Well Done.



This comes with sincere gratitude.



Cheryl and David Progen

Great class!



# Letters of Appreciation

## Dear Chief Fish

November 15, 2012

Dear Shop with a Cop Volunteers,

On behalf of John Muir Literacy Academy's "Random Acts of Kindness" Club, we would like to thank you for showing kindness and generosity to Muir families during this holiday season. We will continue as a club to pay your kindness forward and show kindness to others everyday through acts small and large.

We hope you and your families have a happy Holiday and know you made a difference in the lives of others.

Sincerely,

Yasmine Brown

Morgan Hayward

Krisna Patel

SARAH KOB

Bryanna Stanton

Inori

Random Acts of Kindness Club

Olyvia





# HOFFMAN ESTATES

GROWING TO GREATNESS

To: James H. Norris, Village Manager

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### MONTHLY REPORT

December 2012

#### Prevention and Wellness

On December 20, 2012 HHS, staff from the Hoffman Estates Police Department, Fire Department, and Code Enforcement Department helped co-facilitate the CRC annual Holiday Party at Village Hall. More than 102 families were in attendance. All participants were treated to food, music, entertainment and gifts from Mr. and Mrs. Claus.

"Freedom from Smoking" classes are scheduled to begin on January 16, 2013 and will run for six weeks. Classes will be held at Village Hall in the Health and Human Services conference room. The cost is \$50.00 per family, which includes all materials required for the course. Six people have registered for the course.

HHS in collaboration with Life Source Blood Centers held the annual Holiday employee blood drive on December 7, 2012. Twenty-seven donations were received.

HHS and the Commission for Disabled Residents co-facilitated Community Respite Night on December 21, 2012. Activities included: free play, a sing-along, craft building, and showing of a Holiday movie. Light refreshments were also provided.

HHS' psychoeducational group (Lions Pride), held at John Muir Elementary, concluded this month. Topics of discussion included bullying and leadership development. To celebrate the group's accomplishments the facilitators treated the participants to a pizza party.

HHS staff, in conjunction with the Hoffman Estates Park District, continues to provide youth services at Vogelei Teen Center. The Teen Center provides a safe environment for youth to gather during the afterschool hours. At the Teen Center, teens can shoot pool, play ping pong, play video games, watch television, socialize, and participate in group discussions. Average attendance: 5 youth per operating evening.

Nursing staff provided the following preventive health services: one children's health clinic, one infant health clinic, two Cholestech clinics, one Village employee health clinic, three TB testing/adult immunization clinics, and three vision and hearing screenings. Community health clinics were held at the Willow Creek food pantry and Bosch Rex-Roth.

### **Treatment and Crisis Response**

Thirteen intake appointments for counseling were scheduled for December. Five intakes were completed. HHS' counseling staff is providing mental health services for 71 clients

HHS continues to volunteer for the Salvation Army and provide Salvation Army Emergency Assistance to Hoffman Estates' families in need. Salvation Army funding is available to assist Hoffman Estates residents who are experiencing a temporary or unexpected financial crisis. This fund provides limited financial support to families who show a financial need due to an unexpected emergency (i.e. insufficient funds for rent or past due utility bill). Staff meets with each client for approximately 45 minutes to assess the need for additional services. During the month, two residents requested financial assistance.

### **Training**

Monica Saavedra and Nicole Thalheimer, Psychology Extern, represented HHS at the annual ACEPT practicum site training fair on December 7, 2012. The practicum fair provides an opportunity for Chicago area psychology training programs to meet prospective applicants, advertise, and recruit qualified candidates.

HHS staff scheduled 29 internship applicants for interviews for the 2013-2014 training year. Interviews are scheduled for January 15, 2013 and January 22, 2013.

Clinical supervisory staff completed the three month evaluations for the Psychology Trainees. on December 4, 2012.

### **HHS Commissions/Committees/Additional Activities**

Algean Garner attended Commission for Senior Citizens monthly meeting on December 11, 2012.

Algean Garner attended the Commission for Senior Citizens holiday bingo luncheon on December 11, 2012.

Algean Garner attended the Commission for Disabled Residents monthly meeting on December 6, 2012.

Monica Saavedra facilitated a training site review with the Adler School of Professional Psychology on December 5, 2012.

Monica Saavedra attended the quarterly ACEPT meeting on December 2, 2012.

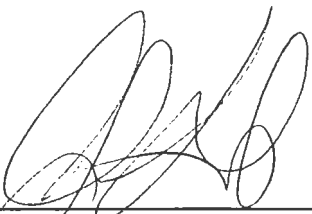


**Drug/Sharps collection**

During the month, HHS staff collected **30** containers of sharps and **126** containers of expired medications through the pharmaceutical and sharps collection program.


NCL- Discount Prescription Drug program (October)

Total # of prescriptions:	25
Total dollars saved:	\$ 40.16
Average dollars saved:	\$ 1.61
Average Savings:	5.9%
Total users:	8



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Algean Garner II, Psy.D.  
Director  
Health and Human Services



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Monica Saavedra, Psy.D.  
Assistant Director  
Health and Human Services

# December, 2012

## People Served

	Resident	Non-Resident	Employee	Monthly Total	Year To Date	Last Year To Date	% of Change
Health	802	30	21	853	4,852	3943	23.05%
Human Services	138	0	15	153	1,140	802	42.14%
Prevention/Wellness Contacts							
Programs-Health & Human Svcs.	36	*	*	36	363	57	536.84%
Lending Closet	10	*	*	10	96	116	-17.24%
AllCare (formerly KidCare)	0	*	*	0	9	5	0.00%
Salvation Army	2	*	*	2	29	45	-35.56%
NICOR	0	*	*	0	22	41	-46.34%

## Services Provided

	Resident	Non-Resident	Employee	Monthly Total	Year To Date	Last Year To Date	% of Change
Health							
# of people @ Children's Clinic	1	6	0	7	260	303	-14.19%
# of shots given @ Child clinic	*	*	*	0	538	588	-8.50%
# of people @ Hoffman Baby Clinic	1	0	3	4	70	89	-21.35%
# of shots given @ Baby clinic	*	*	*	11	163	207	-21.26%
# people @ CRC	0	*	*	0	0	0	0.00%
# shots @CRC	*	*	*	0	0	0	0.00%
# Medicaid clients	3	6	*	9	196	183	7.10%
# Medicaid shots	*	*	*	30	491	405	0.00%
Vision/Hearing (Preschool)	694	*	*	694	1,886	1024	84.18%
Tanita Body Mass Analyzer	0	0	0	0	26	32	0.00%
Adult TB tests given	2	1	0	3	114	250	-54.40%
Cholestech Tests	7	0	0	7	97	107	-9.35%
Hep A - Adult shots	0	0	0	0	17	144	-88.19%
Hep B - Adult shots	1	2	0	3	21	32	-34.38%
Twinrix - Adult shots	6	2	0	8	38	31	22.58%
Td/Tdap	3	0	0	3	38	30	26.67%
# of free Blood Pressure checks	32	9	0	41	991	867	14.30%
# of free Pulse checks	32	9	0	41	915	852	7.39%
# of free Blood Sugar checks	15	1	0	16	127	149	-14.77%
# of free Hemoglobin checks	8	0	0	8	114	160	-28.75%
# of adult Flu vaccines given	0	0	0	0	432	599	-27.88%
# of child Flu vaccines given	0	0	0	0	165	356	-53.65%

## Human Services

Individual Sessions	119	0	11	130	2,012	1713	17.45%
Couple Sessions	11	0	4	15	133	68	95.59%
Family Sessions	8	0	0	8	85	34	150.00%
Testing Sessions	0	0	0	0	5	3	0.00%

## Programs

Lion's Pride	*	*	*	15	164	0	0.00%
Real Girls/Real Talk	*	*	*	21	229	0	0.00%
Reaching for the Stars	*	*	*	0	0	15	-100.00%
Girl Power	*	*	*	0	0	12	-100.00%
Smoking Cessation	*	*	*	0	12	24	-50.00%
Take Charge of Health	*	*	*	0	14	126	0.00%
Employee Programs	*	*	*	0	87	60	0.00%
Senior Programs	*	*	*	0	0	0	0.00%
CRC Programs	*	*	*	0	29	0	0.00%
Other	*	*	*	0	0	66	0.00%

## Wellness Checks/Crisis Response

Hours Spent	0	0	0	0	20	14	0.00%
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\*These figures are not available as the numbers are not tracked in this manner.



# December, 2012

## Revenue

### Health

Children's Clinic
Hoffman Baby Clinic
CRC
Other Clinics/Fairs
TB Test
Lipid Profile (\$22)
Adult Shots
Employee Shots
Blood Sugar
Hemoglobin
Medicaid
Flu/Medicare
Flu/Children
Vision & Hearing
AllKids

### Human Services

Counseling
Community Programs

<i>Resident</i>	<i>Non-Resident</i>	<i>Employee</i>	<i>Monthly Total</i>	<i>Year To Date</i>	<i>Last Year To Date</i>	<i>% of Change</i>
<hr/>						
*	*	*	\$ 86.00	\$ 4,111.00	\$ 4,407.00	-6.72%
*	*	*	\$ 18.00	\$ 210.00	\$ 436.00	-51.83%
*	*	*	\$ -	\$ -	\$ -	0.00%
*	*	*	\$ -	\$ -	\$ -	0.00%
*	*	*	\$ 26.00	\$ 978.00	\$ 1,593.00	-38.61%
*	*	*	\$ 173.00	\$ 2,370.00	\$ 2,223.00	6.61%
*	*	*	\$ 95.00	\$ 4,177.00	\$ 3,368.00	24.02%
*	*	*	\$ -	\$ -	\$ -	0.00%
*	*	*	\$ -	\$ -	\$ 14.00	-100.00%
*	*	*	\$ 13.00	\$ 415.00	\$ 472.00	0.00%
*	*	*	\$ -	\$ 1,547.60	\$ 764.80	102.35%
*	*	*	\$ 65.00	\$ 8,034.59	\$ 7,745.82	3.73%
*	*	*	\$ 40.00	\$ 730.00	\$ 2,060.00	0.00%
*	*	*	\$ 1,350.00	\$ 9,060.00	\$ 6,315.00	43.47%
*	*	*	\$ -	\$ 50.00	\$ -	0.00%
<hr/>						
**	**	**	\$ 1,468.00	\$ 21,146.00	\$ 18,547.00	14.01%
**	**	**	\$ -	\$ -	\$ -	0.00%

\*Health Services revenue is not tracked by resident, non-resident and employee.

\*\* Human Services fees are not tracked by resident, non-resident and employee.

<u>Clients served at Clinics:</u>	<u># of People</u>	<u>Percentage</u>
Underinsured:	1	5.00%
No Health Insurance:	7	35.00%
Village Employee:	3	15.00%
Medicaid/KidCare:	9	45.00%
Native American:	0	0.00%
	<u>20</u>	<u>100.00%</u>

**Monthly Report**

To: James H. Norris, Village Manager

**December  
2012**

**VILLAGE OF HOFFMAN ESTATES  
EMERGENCY MANAGEMENT AGENCY**



Nichole Collins  
Emergency Management Coordinator  
Village of Hoffman Estates  
1/22/2013

Below are activities for EMA Coordinator Nichole Collins and the EMA Volunteers for the month of December, 2012. EMA Coordinator activities reflect a limited timeframe of 12/1 to 12/14 due to vacation 12/17 through 12/30.

### Preparedness

#### Planning:

In December, the majority of my activities were focused on project management and preparedness goals for 2013. With the help of IS this month, I am now able to take advantage of a project management software program to assist the EMA with project activities, goals and time management. Below is a list of projects I began to work on in December that will continue through 2013.

- Implement a new NIMS training schedule and file system
- Grow Volunteer group and implement yearly training schedule and standard operating procedures
- Conduct at least four CMT Meetings and ensure that the Village team is more involved in EM
- Update EOP and associated plans and policies by April
  - Complete position specific checklists to go along with Village EOP
  - Schedule training on revised EOP
  - Create and Implement a "Whole Community" Preparedness Campaign
  - Secure new grant for community focused emergency preparedness
  - Purchase equipment and supplies for special needs preparedness
  - Train EMA Volunteers on community outreach
  - Schedule outreach activities during existing Village events
  - Continue with database creation and outreach to schools & businesses
- Create and conduct training and drills on the building evacuation and sheltering plan
- Plan and conduct four exercises in building evacuation, active shooter and outdoor events
- Work with NWCD, NWS and CCDHSEM on weather warning & notification system
  - Create and provide training for Village community, staff, and volunteers
  - Create on-line training and fact sheets

#### Training:

Completed three customized training presentations for ICS review, severe weather preparedness and communications. I also worked on a training presentation for use next month at NWCD. I have been working with NWCD on severe weather plans and procedures throughout 2012. I have been asked to attend a management meeting at NWCD on January 16<sup>th</sup> to train on and discuss severe weather warning issues, concerns and future operating procedures.

We continue to work on the new NIMS training plan for Village employees and volunteers.

Performed hours of research and planning on EM training courses appropriate for Village staff. I worked with IEMA, FEMA, IFSI, and CCDHSEM to schedule training in and near Hoffman Estates in 2013. A training and exercise calendar will be available by early February.

On December 5<sup>th</sup>, I conducted an ICS training course and review for EMA volunteers. I created this customized training using examples of real events that took place in 2012. This approach allowed the students to better understand the incident command system and how it relates to them. This course will be repeated every year as a review.

## Exercises:

No exercises were conducted in December. I continued to work on exercises planned for 2013 including the state-wide tornado drill in March, full-scale exercise in partnership with Sears Holdings and the full-scale exercise in conjunction with the NW 4<sup>th</sup> Fest.

## Grants

Citizen Corps Grant: Continued to work on the FFY 2011 grant requirements and year end reports.

Emergency Management Performance Grant (EMPG) and State Accreditation: Received approval and certification of Accreditation for two more years (10/1/12 – 9/30/14). Accreditation is required in order to receive funding through the EMPG.

FEMA 2012 Community Resilience Innovation Challenge Grant: Due to over 2,000 applications received for this grant; the review and grant award notifications have been extended through the end of January.

## Response

December 20. EMA responded from approximately 10:15- 11:45 PM to a request for assistance from the FD due to a tree down on a power line.

## Committees and Additional Activities

December 4. Worked with EMA Volunteer/Assistant Coordinator on SOG's.

December 5. Held the monthly EMA Volunteers meeting and distributed cold weather safety jackets to each member.

December 5. Attended the GIS user group meeting

December 6. Met with Hanover Township EMA Coordinator on a joint; regional training schedule. This is the first of several meetings to discuss and coordinate regional training opportunities for our volunteer groups with a focus to save on costs, resources, and instructor availability.

Purchased supplies and equipment through remaining grant funds including replacement traffic cones, small tools and winter safety equipment for EMA volunteers and vehicles.

December 10. Met with Palatine and NWS about StormReady and StormReady Supporter programs.

December 12. Met with Village PD personnel about July 4<sup>th</sup> public safety planning.

Accepted internship of two students from Harper College's EM Program. Interns are scheduled to start in January and are required by Harper to complete at least 40 hours with HE EMA.

December 14. Attended the Cook County Emergency Management Coordinator Conference.

*n.c.*

Nichole Collins  
Emergency Management Coordinator



# HOFFMAN ESTATES

GROWING TO GREATNESS

January 21, 2013

To: James H. Norris, Village Manager

## FIRE DEPARTMENT MONTHLY REPORT DECEMBER, 2012

This month's activities resulted in the Fire Department responding to 475 calls for service, 319 incidents were for emergency medical service, 143 incidents were suppression-related and 13 were mutual aid to other fire departments.

Emergency incidents of interest during December 2012:

### 12/03/12 - #1205208 – 4506 Harbor Cir – Cooking Fire

Units responded to the above address for an activated fire alarm. Upon arrival, found resident had fallen asleep and burned noodles on the stove. Assisted resident to ventilate the structure and reset the alarm system.

### 12/18/2012 - #1205452 – 2560 W Golf – MVA with Extrication

Companies were dispatched to a MVC. Investigation revealed a total of 4 occupants in 2 vehicles. One of the occupants needed to be extricated and NWCD was advised. Additional units that came to the scene were Ambulance 23, 602, and Battalion 6.

### 12/24/12 - #1205543 – 5040 Chambers - Structure Fire

Companies responded to listed location for the report of smoke in the residence and smoke detectors sounding. On arrival Engine 23 assumed command of a 2 residence with light smoke showing from the eaves. Engine 23 crew removed the fan and drywall from the bathroom ceiling. A small fire was extinguished with a pressurized water extinguisher. Truck 22 was assigned ventilation on the 2nd floor and salvage of the contents of the bathroom.

1900 Hassell Road  
Hoffman Estates, Illinois 60169  
[www.hoffmanestates.org](http://www.hoffmanestates.org)

Phone: 847-882-9100  
Fax: 847-843-4822

William D. McLeod  
MAYOR

Jacquelyn Green  
TRUSTEE

Gary Stanton  
TRUSTEE

Karen V. Mills  
TRUSTEE

Anna Newell  
TRUSTEE

Bev Romanoff  
VILLAGE CLERK

Raymond M. Kincaid  
TRUSTEE

Gary J. Pilafas  
TRUSTEE

James H. Norris  
VILLAGE MANAGER



**Mutual & Auto aid incidents:**

**12/10/12 - #1205319 – 555 Bode – Structure Fire**

Companies responded to the above location for a report of an attached garage on fire. Upon arrival companies found a fully involved garage on fire that had vented through the front main overhead garage door on the west side of the building. Police on the scene advised that they had made entry into the house and no one was home. Engine 21 company attacked the fire with a standard lead-out utilizing the 2 ½ and hit the fire from the outside into the garage through the main overhead door. Once that was under control the 1 ¾ leader line was attached to the 2 ½ inch and we went to the back of the garage/house. Upon arrival Truck 22 was assigned to Primary search, Engine 22 and Squad 22 were assigned to a second line. The fire was contained to the garage with no extension into the house.

**12/14/2012 - # 1205392 - 216 Knoxboro - Barrington (Code 13 Structure Fire)**

Engine 23 responded Mutual Aid to Barrington for a structure fire.

**12/15/2012 - #1205410 – 5335 Mardjetko - EMS Call**

Engine 24 responded mutual aid to Bartlett Fire for a medical emergency. Engine 24 assessed the patient and remained on the scene until the arrival of Bartlett Medic 1. Medic 1 took over care of the patient and transported to the hospital.

**12/18/2012 - #1205453 – 200 Timbercrest - Schaumburg EMS call**

Ambulance 21 responded into Schaumburg and one patient was transported to NWCH.

**12/23/2012 - #1205534 - 100 E. Maple Roselle - (Code 13, Station Coverage)**

Ambulance 21 responded to Roselle on the Mutual aid call. While covering Ambulance 21 ran 2 calls. Ambulance 21 in service.

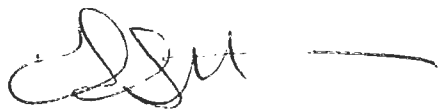
**12/24/12 - #1205553 – 1419 Dale Dr. - Elgin EMS Call**

Engine 24 responded mutual aid for an ill patient. Engine 24 treated the patient until the arrival of Bartlett Fire Department. Bartlett Fire Department crews took over patient care and transported to the hospital.

**12/27/2012 - #1205599 – 104 Borris Cir. - Structure Fire**

Engine 22 responded to Streamwood for a fire in a laundry room. Engine 22 arrived, staged, and was released.

On the following pages is an overview of department activities and emergency responses for the month of December.



Robert Gorvett  
Fire Chief

## OPERATIONS DIVISION

During the month of December, the following operational issues took place:

- One Firefighter remains on extended military deployment.
- One Firefighter remains on PEDDA Leave as a result of an IOD back/hip injury.
- One Firefighter continues on Light Duty following surgery as a result of a back injury.
- One Firefighter returned to full duty following an off-duty shoulder injury.
- One Firefighter continues on Light Duty following an off-duty shoulder injury.
- One Firefighter remains on extended sick leave following off-duty knee surgery.
- One Firefighter began Light Duty following off-duty elbow surgery.

## ADMINISTRATIVE DIVISION

- Chief Gorvett participated in the following events during the month:
  - Attended a Public Safety event at the Home Depot in Schaumburg where the HEFD was awarded 800 smoke detectors to be provided to Hoffman Estates residents.
  - Participated in the HHS Breakfast Blood Drive.
- Deputy Chief Jorian participated in the following events during the month:
  - Attended the MABAS Division 1 Deputy Chiefs Meeting.
  - Conducted a Fire Evacuation Drill and Review at NW Oncology & Hematology.
  - Attended a pre-negotiation meeting for upcoming Promotional Process negotiations.
  - Attended a conference call finalizing Arbitration Brief.
- Assistant Chief Schuldt participated in the following events this month:
  - Attended a pre-negotiation meeting for upcoming Promotional Process negotiations.
  - Attended a conference call finalizing Arbitration Brief.
  - Conducted Training Committee Meeting.
  - Attended MABAS Division 1 Training Officers Meeting.

During the month of December, the following public education activities took place:

- Chief Gorvett attended the Home Depot/Kidde smoke detector ceremony at the Schaumburg Home Depot. The Schaumburg Fire Department was awarded 2500 smoke detectors because Schaumburg's Home Depot was in the top 10 in the country of smoke detector sales for the month of October. Schaumburg's Fire Chief Dave Schumann wanted to share the detectors with our Fire Department as well as the Streamwood Fire Department. We were given 800 smoke detectors.

- Promoted fire safety @ School District 54's Early Childhood Holiday Party.
- Captain Buckel conducted a Code 3 program for residents related to the Bode Road fire.

Note: In December of 2012, the Hoffman Estates Fire Department educated approximately 60 children and 120 adults in fire safety. The Fire Department gave out 6 smoke detectors and 9 students were instructed in CPR.

**Total Fire Department Responses**

Response Activity - December			Station 21		Station 22		Station 23		Station 24	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Fire Incidents	11	130	4	42	3	56	4	15	0	17
Medical Incidents	319	3770	78	1001	179	1962	35	374	27	433
Other Incidents	132	1308	55	450	44	560	9	117	24	181
Mutual Aid Incidents	13	207	3	57	6	69	1	38	3	43
<b>Total Responses</b>	<b>475</b>	<b>5415</b>	<b>140</b>	<b>1550</b>	<b>232</b>	<b>2647</b>	<b>49</b>	<b>544</b>	<b>54</b>	<b>674</b>

**Fire Incidents**

Response Activity - December			Station 21		Station 22		Station 23		Station 24	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Building Fire	3	19	1	7	0	3	2	6	0	3
Cooking Fire	4	24	1	11	2	12	1	1	0	0
Vehicle Fire	0	12	0	1	0	11	0	0	0	0
Brush & Grass Fire	0	33	0	9	0	10	0	3	0	11
Other Fire Incident	4	42	2	14	1	20	1	5	0	3
<b>Total Fire Incidents</b>	<b>11</b>	<b>130</b>	<b>4</b>	<b>42</b>	<b>3</b>	<b>56</b>	<b>4</b>	<b>15</b>	<b>0</b>	<b>17</b>

**Medical Incidents**

Response Activity - December			Station 21		Station 22		Station 23		Station 24	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Emergency Medical	286	3352	73	920	163	1795	33	342	17	295
Vehicle Accident	24	286	4	58	13	131	1	20	6	77
Patient Assist	5	73	1	23	3	36	1	12	0	2
Special Events	4	59	0	0	0		0	0	4	59
<b>Total Medical Incidents</b>	<b>319</b>	<b>3770</b>	<b>78</b>	<b>1001</b>	<b>179</b>	<b>1962</b>	<b>35</b>	<b>374</b>	<b>27</b>	<b>433</b>

**Mutual Aid Incidents**

Response Activity - December			Station 21 Response		Station 22 Response		Station 23 Response		Station 24 Response	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD



A/A to Schaumburg	0	11	0	9	0	2	0	0	0	0
A/A to Streamwood	2	15	0	0	2	15	0	0	0	0
Mutual Aid / MABAS Incidents	11	181	3	48	4	52	1	38	3	43
<b>Total Mutual Aid Incidents</b>	<b>13</b>	<b>207</b>	<b>3</b>	<b>57</b>	<b>6</b>	<b>69</b>	<b>1</b>	<b>38</b>	<b>3</b>	<b>43</b>

**Other Incidents**

Response Activity - December	Station 21		Station 22		Station 23		Station 24			
	Month	YTD	Month	YTD	Month	YTD	Month	YTD		
Elevator Emergencies	6	40	3	13	3	22	0	1	0	4
Gas Investigations	7	59	5	30	1	20	1	7	0	2
Fuel Leak	0	6	0	1	0	2	0	2	0	1
Power Line Problem	1	23	0	17	1	4	0	1	0	1
Hazardous Condition	1	12	0	1	0	4	0	4	1	3
Smoke/Odor Investigation	6	40	2	15	3	13	0	6	1	6
Water Leak	0	12	0	7	0	5	0	0	0	0
Lock-In or Lock-Out	5	60	3	19	1	22	0	12	1	7
Good Intent Call	16	126	5	35	5	54	2	16	4	21
Carbon Monoxide Incident	14	102	7	35	2	28	1	17	4	22
Activated Fire Alarm	54	586	28	204	19	280	1	32	6	70
Malicious Fire Alarm	3	42	1	22	1	10	0	0	1	10
Electrical Problem	7	38	0	8	2	21	3	7	2	2
Other Service Provided	6	74	0	24	3	28	1	10	2	12
Response Cancelled	6	88	1	19	3	47	0	2	2	20
<b>Total Other Incidents</b>	<b>132</b>	<b>1308</b>	<b>55</b>	<b>450</b>	<b>44</b>	<b>560</b>	<b>9</b>	<b>117</b>	<b>24</b>	<b>181</b>

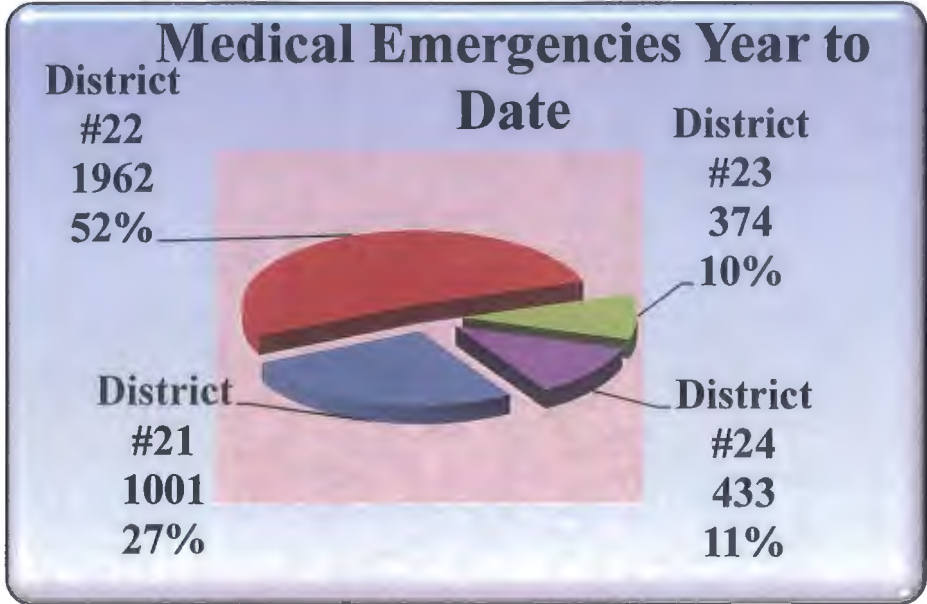
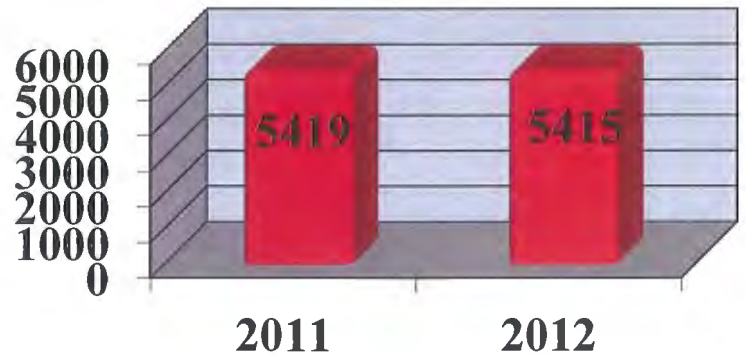
During the month of December, Ambulance 22 was placed in service on the following dates and hours for each date:

In-Service Hours of Ambulance 22 Per Day/Month																		
January	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th	Total Hours	% of Month
	<i>h</i>	<i>h</i>	<i>h</i>	<i>h</i>	<i>st</i>	<i>d</i>	<i>d</i>	<i>h</i>	<i>h</i>	<i>h</i>	<i>h</i>	<i>h</i>	<i>h</i>	<i>h</i>	<i>t</i>			
	0	0	8	0	0	0	0	0	24	14	0	24	19	0	0	24		
	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th	31st		January	
	24	0	17	0	24	22	24	24	24	24	0	24	0	20	0	340	45.70%	
February	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th	Total Hours	% of Month
	<i>h</i>	<i>h</i>	<i>h</i>	<i>h</i>	<i>st</i>	<i>d</i>	<i>d</i>	<i>h</i>	<i>h</i>	<i>h</i>	<i>h</i>	<i>h</i>	<i>h</i>	<i>h</i>	<i>h</i>			
	0	0	0	0	0	24	6	24	24	0	0	0	24	20	0	0		
	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th				February	
	0	0	24	0	0	0	24	0	0	0	0	0	20			190	27.30%	

March	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th		
	3	0	0	0	0	23	0	0	24	0	0	0	0	0	22	0		
	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th	31st		March	
	0	0	0	24	24	0	0	0	0	0	0	0	0	0	0		120	16.13%
April	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th		
	0	0	0	0	0	0	0	24	5	12	13	0	0	0	0	0		
	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th			April	
	16	0	0	0	0	0	0	0	0	0	0	0	0	19			88.5	12.29%
May	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th		
	0	0	24	0	0	0	0	24	15	0	12	0	0	0	0	0		
	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th	31st		May	
	0	0	0	14	0	0	14	0	0	24	0	0	0	0	0		127	17.07%
June	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th		
	0	0	0	0	0	0	17	0	0	0	0	0	0	0	0	0		
	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th			June	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0			17	2.36%
July	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th		
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th	31st		July	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0.00%
August	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th		
	0	0	0	0	0	0	0	0	23	0	0	0	0	0	24	0		
	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th	31st		August	
	0	0	0	0	0	0	0	0	0	0	14	0	0	0	24		85	11.42%
September	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th		
	0	0	0	0	24	13	0	0	0	0	0	0	0	0	0	0		
	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th			September	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0			37	5.14%
October	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th		
	0	0	9	0	0	0	0	0	0	13	0	0	0	20	0	20		
	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th	31st		October	
	0	0	0	0	0	0	0	0	12	0	0	0	0	0	0		74	9.95%
November	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th		
	0	0	0	0	0	22	0	0	0	0	0	0	0	0	0	0		
	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th			November	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0			22	3.06%

December	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th		
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th	31st			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
															December			
															0	0.00%		
(Hours rounded up to the next whole hour)															ANNUAL TOTALS		1101	12.53%

### Total Emergency Responses Year to Date



## FIRE PREVENTION BUREAU

**FINAL INSPECTIONS COMPLETED:**

➤ None

• **MEETINGS ATTENDED:**

- Site Plan Meetings – Village Hall
- SAMC Addition-Smoke Control

• **TRAINING ATTENDED:**

➤ None

**FIRE LOSS - OCCUPANCY TYPE 2012**

OCCUPANCY TYPE	January	February	March	April
Special Outside	\$0	\$0	\$0	\$0
Public Assembly	\$0	\$0	\$0	\$0
Single-Family	\$0	\$0	\$400	\$0
Multi-Family	\$50	\$500	\$20,000	\$0
General Business	\$300,000	\$0	\$0	\$0
Road, Parking Property	\$0	\$0	\$0	\$0
Storage Property	\$0	\$0	\$0	\$0
Open Land, Field	\$0	\$0	\$0	\$0
Vehicle	\$0	\$0	\$0	\$0
Institutional	\$0	\$0	\$0	\$0
<b>TOTALS</b>	<b>\$300,050</b>	<b>\$500</b>	<b>\$20,400</b>	<b>\$0</b>

CCUPANCY TYPE	May	June	July	August
Special Outside	\$0	\$0	\$0	\$0
Public Assembly	\$0	\$0	\$0	\$0
Single-Family	\$750,000	\$45,000	\$0	\$445,200
Multi-Family	\$0	\$0	\$31,000	\$0
General Business	\$0	\$0	\$0	\$0
Road, Parking Property	\$0	\$0	\$0	\$0
Storage Property	\$0	\$0	\$0	\$0
Open Land, Field	\$0	\$0	\$0	\$0
Vehicle	\$7,000	\$60,500	\$5,250	\$11,000
Institutional	\$0	\$0	\$0	\$0
<b>TOTALS</b>	<b>\$757,000</b>	<b>\$105,500</b>	<b>\$36,250</b>	<b>\$456,200</b>

<b>OCCUPANCY TYPE</b>	September	October	November	December	<b>YTD LOSS</b>
Special Outside	\$0	\$1,000	\$0	\$0	<b>\$1,000</b>
Public Assembly	\$0	\$0	\$0	\$500	<b>\$500</b>
Single-Family	\$1,065,000	\$401,000	\$0	\$111,600	<b>\$2,818,200</b>
Multi-Family	\$0	\$2,500	\$0	\$100	<b>\$54,150</b>
General Business	\$0	\$0	\$0	\$0	<b>\$300,000</b>
Road, Parking Property	\$0	\$0	\$0	\$0	<b>\$0</b>
Storage Property	\$0	\$0	\$3,500	\$0	<b>\$1,917</b>
Open Land, Field	\$0	\$0	\$0	\$0	<b>\$0</b>
Vehicle	\$17,700	\$0	\$0	\$0	<b>\$101,450</b>
Institutional	\$0	\$0	\$0	\$0	<b>\$0</b>
<b>TOTALS</b>	<b>\$1,082,700</b>	<b>\$404,500</b>	<b>\$3,500</b>	<b>\$112,200</b>	<b>\$3,277,217</b>

**TOTAL ANNUAL FIRE LOSS  
PREVIOUS YEARS**

<b>2012</b>	<b>\$3,277,217</b>
<b>2011</b>	<b>\$524,800</b>
<b>2010</b>	<b>\$1,693,200</b>
<b>2009</b>	<b>\$991,740</b>
<b>2008</b>	<b>\$1,606,700</b>
<b>2007</b>	<b>\$1,253,350</b>
<b>2006</b>	<b>\$755,420</b>
<b>2005</b>	<b>\$1,442,910</b>
<b>2004</b>	<b>\$4,033,630</b>
<b>2003</b>	<b>\$2,266,370</b>
<b>2002</b>	<b>\$963,600</b>
<b>2001</b>	<b>\$2,709,675</b>

**FIRE INVESTIGATIONS MONTHLY REPORT**

**DECEMBER, 2012**

<b>2012 TOTAL FIRES FOR THE MONTH:</b>	<b>Estimate Dollar Loss</b>
<b>JANUARY:</b>	
5555 Trillium	\$300,000.00
1712 Ardwick	\$50.00
<b>Total for Month</b>	<b>\$300,050.00</b>

<b>FEBRUARY</b>	
1185 Meadow	\$500.00
<b>Total for Month</b>	<b>\$500.00</b>
<b>MARCH</b>	
520 Milan	\$400.00
1995 Oxford	\$20,000.00
<b>Total for Month</b>	<b>\$20,400.00</b>
<b>APRIL</b>	<b>\$0</b>
<b>MAY</b>	
970 Basswood	\$350,000.00
1365 Devonshire Car	\$4,000.00
795 Cumberland	\$375,000.00
Higgins/Barrington Car	\$3,000.00
4640 Brigantine	\$25,000.00
<b>Total for Month</b>	<b>\$757,000.00</b>
<b>JUNE</b>	
1320 Nottingham	\$20,000.00
Barrington/Boardwalk - Vehicle	\$60,500.00
405 Lincoln	\$25,000.00
<b>Total for Month</b>	<b>\$105,500.00</b>
<b>JULY</b>	
1804 Jamestown	\$5,250.00
1736 Sussex	\$31,000.00
<b>Total for Month</b>	<b>\$36,250.00</b>
<b>AUGUST</b>	\$2,000.00
790 Jody	\$45,000.00
Car - I90	\$2,000.00
245 Carnation	\$200.00
1823 Williamsburg	\$9,000.00

5010 Tamarack	\$400,000.00
<b>Total for Month</b>	<b>\$458,200.00</b>
<b>SEPTEMBER</b>	
25 Windemere	\$500,000.00
1060 Ash	\$5,000.00
5928 Macinac	\$60,000.00
Bode/Washington (Car)	\$4,600.00
4448 Trailside	\$500,000.00
I-90	\$13,100.00
<b>Total for Month</b>	<b>\$1,082,700.00</b>
<b>OCTOBER</b>	
1905 Blackberry	\$1,000.00
915 Basswood	\$400,000.00
4500 Olmstead	\$1,000.00
6091 Frank	\$1,000.00
948 Atlantic	\$1,500.00
<b>Total for Month</b>	<b>\$404,500.00</b>
<b>NOVEMBER</b>	
732 Bode	\$3,500.00
<b>Total for Month</b>	<b>\$3,500.00</b>
<b>DECEMBER</b>	
2250 Barrington	\$500.00
760 Washington	\$10,500.00
555 Bode	\$100,000.00
5040 Chambers	\$1,100.00
657 Bode #310	\$100.00
<b>Total for Month</b>	<b>\$112,200.00</b>
<b>TOTAL LOSS FOR 2012</b>	<b>\$3,277,217.00</b>
<b>TOTAL LOSS FOR 2011</b>	<b>\$524,800.00</b>

**ANNUAL INSPECTIONS:**

Annual Fire Safety Inspections are inspections that are conducted on existing occupancies on an annual basis. These inspections are completed in an attempt to maintain compliance with approved existing municipal codes.

<b>Inspection Type</b>	<b>December</b>	<b>YTD Total</b>	<b>2011 Total</b>
Annual Inspections		45	
First Re-inspections		1	
Business license Inspection		4	
<b>Total</b>	<b>0</b>	<b>50</b>	<b>29</b>
<b>Plan Review</b>	<b>December</b>	<b>YTD Total</b>	<b>2011 Total</b>
Building Plan Review	4	48	70
Automatic Fire Alarm	3	28	38
Other Suppression Systems		4	2
Fuel Storage Tanks		0	3
Hood & Duct Mechanical		10	9
Hood & Duct Suppression		12	8
Open Burn		26	21
Site Plan Review		19	26
Automatic Sprinkler	4	31	46
Temporary Heating		0	0
Temporary Structure (tent)		10	19
Pyrotechnic Display		9	7
<b>Total</b>	<b>11</b>	<b>197</b>	<b>249</b>
<b>Construction Projects</b>	<b>December</b>	<b>YTD Total</b>	<b>2011 Total</b>
Construction/Permit issued	15	149	79
Construction Site Inspection	3	210	283



Construction Site Visits	9	98	109
<b>Total</b>	<b>27</b>	<b>457</b>	<b>471</b>
<b>Miscellaneous Inspections</b>	<b>December</b>	<b>YTD Total</b>	<b>2011 Total</b>
Fire Prevention Complaints	5	62	102
Homeowner Walk-Thru (Residential Sprinkler)		6	8
Underground flush test/hydrant flow	3	65	51
Lock Box Lock Change		12	17
<b>Total</b>	<b>8</b>	<b>145</b>	<b>178</b>
<b>Sprinkler Ordinance Progress</b>	<b>December</b>	<b>YTD Total</b>	<b>Remaining to be Installed</b>
Buildings Requiring Sprinklers			121
Installed	1	2	
<b>Wireless Transceivers</b>	<b>December</b>	<b>YTD Total</b>	<b>Total Installed to Date</b>
Installed	1	4	451

### TRAINING

For the month of December, the following training activities took place:

#### **Outside Training:**

- None.

#### **In-house Training:**

- EMS Case Reviews – Dr. Johnson SAMC - .
- Training Skills Reviews – Coordinated by Capt. Buckel.
- Elevator Rescue Training – coordinated by Lt Lenczewski.
- Officer Development Training – coordinated by the Shift Commanders.

#### **Company training:** (Instructed by the Captains and Lieutenants).

- Attack line lead out drills and Standpipe system evolutions.
- Supplied Air Respirators, Extrication Equipment, Forcible entry skills.

- Building familiarization through pre-plan review and building visits.
- Department and NWC EMS policy reviews.

Total training hours for the month of December for all members were 1,673.

1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	December	Total Hours YTD
7,564	6,460	7,554	4,392	1,673	27,643

**To:** Chief Robert Gorvett  
**From:**  
**Sent:** December 03, 2012  
**Subject:**

Good afternoon, Chiefs Gorvett and Schumann:

Earlier this morning, I had to call the services of the HE Fire Department due to what my husband and I thought was either a gas leak or a burning smell in our laundry room of our home. When the police officer from HE arrived we learned that the Hoffman Engines were on the other side of town, and a Schaumburg Engine arrived at our house soon thereafter. Following the Schaumburg engine, HE sent an ambulance and an engine on scene. I must tell you my experience with both departments. EXCELLENT! I would say both departments arrived around 12:45 a.m. and left our house at approximately 2:00 a.m.

The good news we were told was there was not a gas leak; the bad was there was a definite burn smell and couldn't find the source. We were kept informed throughout the process with either Lieutenant coming out and letting us know their findings. They were very thorough in their questions to us and checking all our appliances, including the furnace. Upon determining there was not a gas leak nor any hot spots in the house, the Lt. from Hoffman made sure to let us know if we continued to smell the burning smell (as it started dissipating when they ran our furnace), or it got worse, to call them back immediately. As of this morning, the smell seemed to be virtually gone. Never did find the source.

I am very grateful and thankful for all the men and women in the fire service. I know how sometimes they are not always recognized like they should be. Please know all six firefighters on scene were extremely polite and very helpful to our family. I know this is their job, but at times like we were experiencing, being reassured with confidence and knowledge is such a comfort. I'm sorry I don't recall all the names of the FF's on the scene. Please give them our most sincere Thank You.

Our son is a FF in another town and I am quite proud of his service. I truly believe the men and women in the fire service are special individuals that are born with this unique dedication to the safety of others. Putting others before yourself is what you do. It cannot be taught, it is within your souls.

Thank you and please thank the men from early this morning.



# BARTLETT FIRE PROTECTION DISTRICT

234 N. Oak Avenue • Bartlett, Illinois 60103 • Phone: 630-837-3701 • Fax: 630-837-4052

December 18, 2012

Chief Bob Gorvett  
Hoffman Estates Fire Department  
1900 Hassell Rd.  
Hoffman Estates, IL 60195

Dear Chief Gorvett:

On Thursday, October 30, 2012, a 250 gallon sulfuric acid spill occurred at the same time as a significant house fire, both within the Bartlett Fire Protection District. As you can imagine, Bartlett companies were unable to handle both incidents simultaneously. Mutual aid companies were an immense help. I would like to sincerely thank you for your assistance during this incident. This was yet another example of the great partnerships through the mutual aid system.

As we continue to work on many details in the follow-up of the hazardous material incident, we are working with Rana Corporation on the recovery of expenses incurred during the spill. As a mutual aid responder, your department is entitled to reimbursement for expenditures relating to personnel and equipment costs.

To receive reimbursement, I will need an invoice from each agency submitted along with a copy of your local Spiller Pay Ordinance. Reimbursable expenses include personnel, fuel, and other equipment and/or supplies exhausted at this incident. It is imperative that your invoice is itemized and detailed sufficiently in order for it to be considered.

Please submit your itemized invoice to me along with any receipts you may have. The Bartlett Fire Protection District will submit all of the expenses together at one time. **Please submit your invoice to me by Wednesday, January 2, 2013.**

Again, I want to thank you for your help with this emergency incident. If you have any questions regarding the reimbursement, please contact Assistant Chief Mike Figolah at (630) 837-3701.

Sincerely,

Michael W. Falese  
Fire Chief

James R. McCarthy  
*President*

Broc Montgomery  
*Secretary*

Donald A. Wisniewski  
*Treasurer*

John A. Whitmer  
*Trustee*

Kevin R. Wiley  
*Trustee*