

2014

Highland Park Police Department: Annual Report



Paul S. Shafer
Chief of Police



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A Message from Chief Shafer

Thank you for your interest in our annual report. It represents just a few of our highlights from 2014. It is always beneficial to look back at our accomplishments to get a perspective of where we've been and then look toward the future to see where we are going.

In an effort to increase efficiencies and enhance services to our residents, the City of Highland Park consolidated dispatch operations with the Village of Glenview, City of Lake Forest and Village of Lake Bluff in August 2014 after two years of planning. Under this merger, Glenview now runs the emergency communications center at our police facility located on Old Deerfield Road and we have folded Lake Forest and Lake Bluff functions into operations here. Several upgrades to our technology have been accomplished with more to come in the near future.

This year we received our third re-accreditation from the Commission for the Accreditation of Law Enforcement Agencies. We were initially accredited in 2005 and have been re-accredited in 2008, 2011 and 2014. We are one of three nationally accredited City Departments; Police, Fire and Public Works. Please look at the CALEA website for detailed information concerning this professional achievement.
www.CALEA.org

Traffic safety and enforcement continues to be a high priority in our community and with our Department. Quarterly enforcement campaigns were held as well as holiday enforcement initiatives during St. Patrick's Day, Memorial Day, Fourth of July, Labor Day and Thanksgiving. We also very pleased to be able to assign an officer full time to our Traffic Unit this year due to an increase in our personnel allocation.

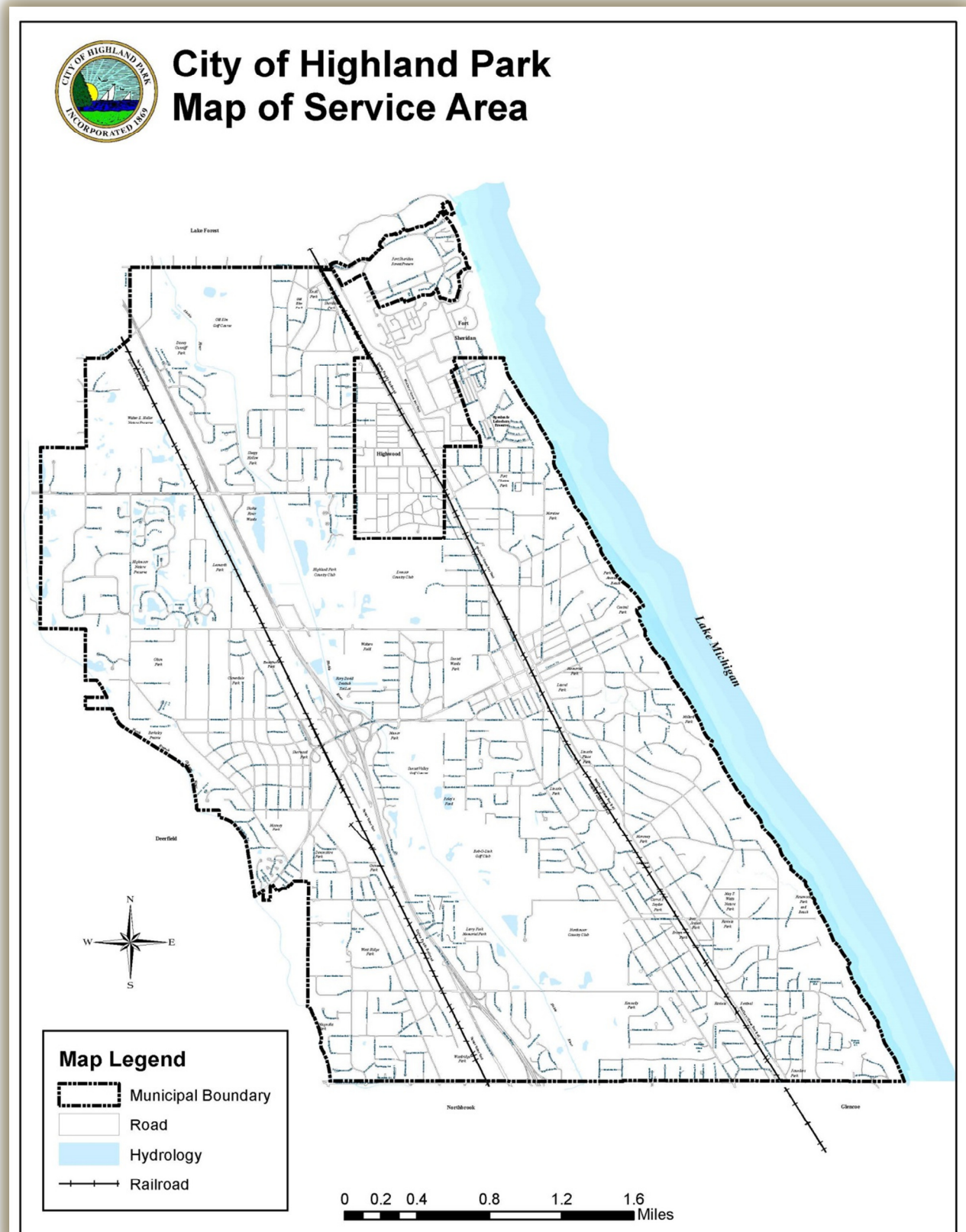
In addition to the information normally provided on our Police Department website, we have added crime analysis reports with the addition of crime maps and quarterly statistic reports. Please visit our website at www.cityhpil.com to view this information.

On a more somber note, national events of the past few years have led to overall erosion in the fabric that binds the police with the public. I am pleased to report that I do not find that to be the case within our community, yet it does affect the greater public with which we interact and serve. I join with police leaders from across the country to find common ground on which to build collaboration and trust. Our Department strives to engage in open communication with the public. We look for ways to understand and respect each other's roles and responsibilities and recognize the need to build strong community relationships. Our efforts will continue as we proudly serve the residents of Highland Park.

Sincerely,

Paul S. Shafer
Chief of Police

Map of Service Area



Department Overview

The Highland Park Police Department is comprised of both sworn and civilian employees who operate in both full-time and part-time capacities. All employees are dedicated to serving the 29,763 residents of the Highland Park community. All sworn officers are responsible for investigating and enforcing both local and state criminal offenses. The Chief of Police reports directly to the City Manager and is responsible for the overall direction and vision of the Police Department. The Department is divided into two divisions: the Patrol Division and the Support Services Division. Prior to 2014, each division was led by a Deputy Chief. In 2014, however, the department transitioned from a two deputy chief system to a one deputy chief system, and division leadership was transferred to the commander level. The Patrol Commander and the Investigations Commander report to the Deputy Chief of Police, who in turn reports directly to the Chief of Police.

The Patrol Commander leads the Patrol Division which consists of 7 sergeants and 36 sworn officers who provide 24 hour police services to the community via 12-hour shifts. Patrol officers are the most visible police entity in the community as they are responsible for responding to all emergency and non-emergency calls for service.

At the start of 2014, the Support Services Division was divided into four main units: Investigations, Traffic/Community Services, Communications, and Records. In August 2014, however, the Highland Park Police Department consolidated its dispatch center with Lake Forest, Lake Bluff, and Highwood Police Departments, to have a Glenview-run dispatch center operating out of the Highland Park Police Department. The remaining three Support Services Units are led by the Investigations Commander.

Mission and Values

Mission Statement

The mission of the Highland Park Police Department is to safeguard persons and property through a committed community partnership by upholding public trust, fostering mutual respect, and providing services to enhance the quality of life.

Value Statement

The Highland Park Police Department values integrity and honesty in all professional endeavors. We take pride in working with the community to achieve our compatible goals, and believe the police and community are accountable to each other. The Department values its employees and their commitment to provide the highest quality of service. We will treat all with respect, dignity, and equality.

Accreditation

The Highland Park Police Department has been an accredited agency through the Commission on Accreditation for Law Enforcement Agencies (CALEA) since 2005. CALEA was created in 1979 by the International Association of Chiefs of Police (IACP), the National Organization of Black Law Enforcement Executives (NOBLE), the National Sheriffs' Association (NSA), and the Police Executive Research Forum (PERF). The purpose of CALEA is to provide law enforcement agencies with a body of nationally recognized standards created by law enforcement professionals, thereby improving the quality of law enforcement services. There are currently over 480 individual standards in the CALEA manual. Compliance with the standards allows a law enforcement agency to deliver a higher quality of service, increase citizen confidence in the agency, decrease liability issues, and raise the agency to a national level of professionalism.

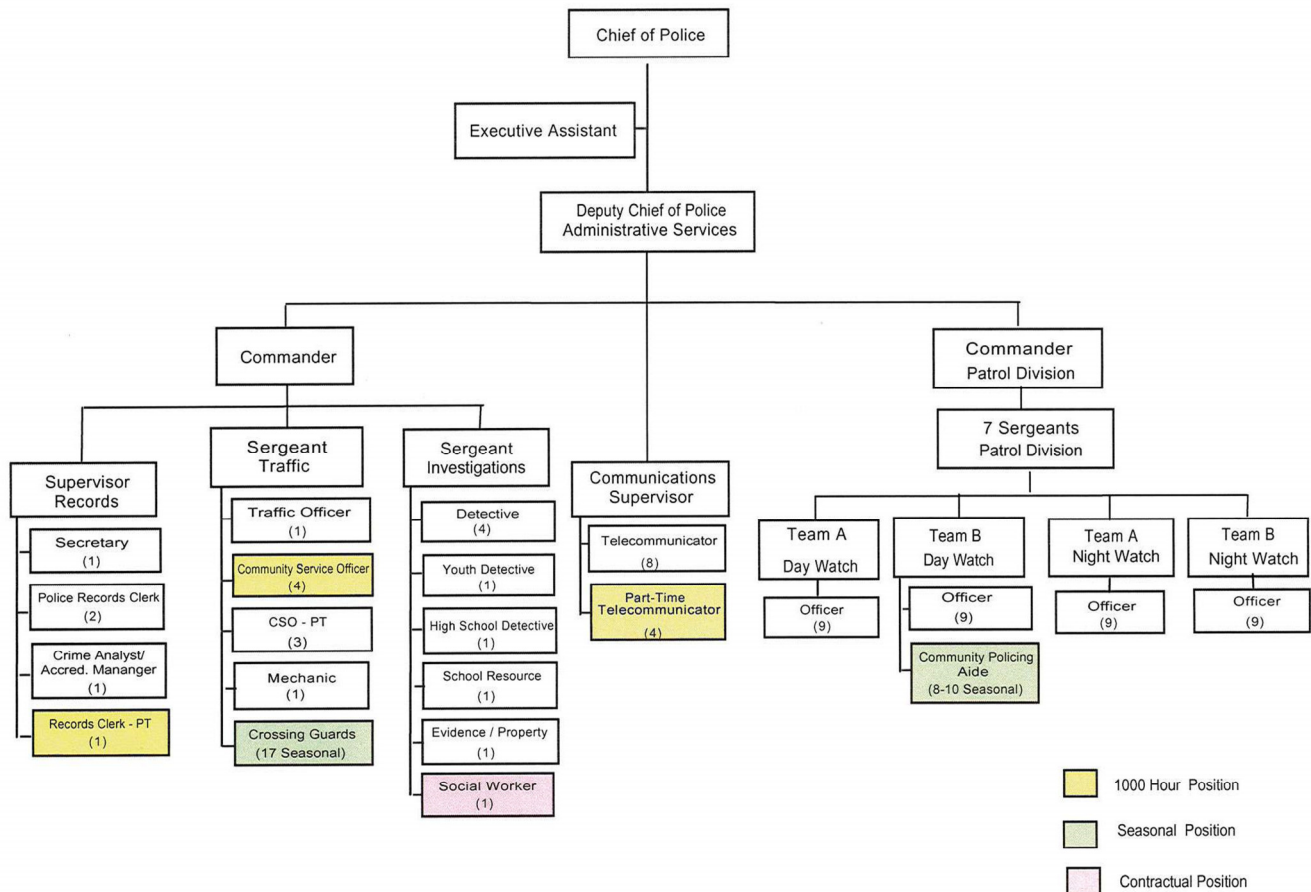
The Police Department's decision to participate in the accreditation process is completely voluntary, and it is seen as an opportunity to showcase the level of professionalism embedded in the culture of the department. Accreditation is achieved by having external, objective assessors visit the department to evaluate the agency's compliance with each of the standards. Once accredited through CALEA, an agency must apply for re-accreditation every three years. The Highland Park Police Department is consistently in compliance with over 400 of the standards applicable to an agency of this size and function. During the three-year non-assessment period, the Accreditation Manager is responsible for maintaining documentation of ongoing compliance.

The Highland Park Police Department had its most recent onsite assessment in February 2014. The department participated in the new Gold Standard Assessment format which allows assessors to focus on specific areas of agency practices rather than conducting a file review. Several members of the department were interviewed to determine the impact of CALEA standards on daily operations. After a successful onsite assessment, the Highland Park Police Department received its 4th Accreditation Award in July 2014.



Organizational Chart

2014 HIGHLAND PARK POLICE DEPARTMENT ORGANIZATIONAL CHART



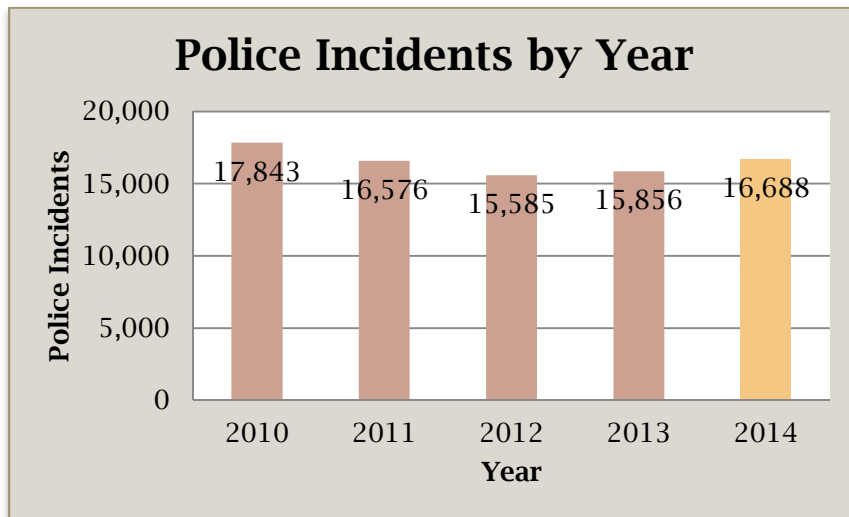
Divisions

Patrol Division

The Patrol Division consists of 36 sworn officers and 7 supervisors, all of whom are led by the Patrol Commander. Officers work 12-hour shifts and are divided into four teams: two day shift teams and two night shift teams. The Patrol Sergeants also work 12-hour shifts but rotate

between day and night shifts to ensure that they are maintaining contact with all officers on a regular basis.

In addition to their self-initiated duties such as traffic enforcement, patrol officers are responsible for responding to all emergency and non-emergency calls for service. This includes, but is not limited to, traffic



accidents, burglaries, disputes, fire department assists, well-being checks, and suspicious activity calls. These are known as police incidents. In 2014, the Highland Park Police Department responded to 16,688 incidents. This is a 5.2% increase from 2013.

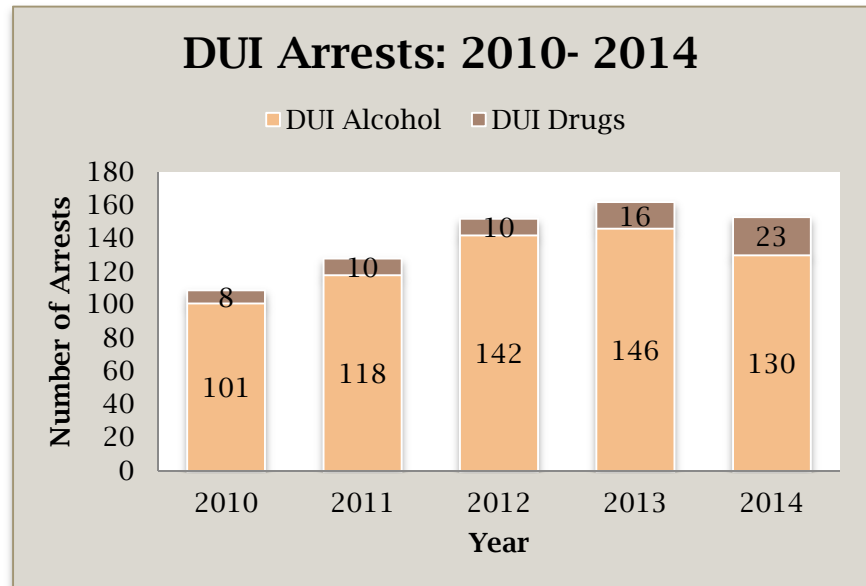
The Patrol Division saw significant personnel changes in 2014. With the retirement of two Deputy Chiefs, the lateral move of two patrol officers into the investigations and traffic divisions, and the resignation of a patrol officer, the department had the ability to promote and hire several personnel. The Patrol Commander was promoted to Deputy Chief and the department hired five new recruit officers. Three recruit officers successfully completed training at Suburban Law Enforcement Academy and two recruits are currently attending the academy. After the academy, new recruits continue their training at the Highland Park Police Department with a Field Training Officer. This additional three to four months of field training allows new officers to become familiar with the Highland Park community, learn department policy and procedures, and build on the skills they learned in the academy. It also gives new officers the opportunity to work with and observe veteran officers on different shifts prior to moving to solo patrol.

All officers receive on-going training during their tenure with the department. The Police Department offers both in-house training and outside training through its partnership with North East Multi-Regional Training (NEMRT) and other agencies. In 2014, the Highland Park Police Department hosted in-house training courses in areas such as rapid deployment, defensive tactics, and conducted energy devices (CEDs).

In addition to the standard training that is required for all sworn personnel, patrol officers have the option to pursue specialty training in areas such as juvenile officer, evidence technician, or range officer. This training allows officers to become more knowledgeable in a particular skill set and adds to the level of professionalism within the department.

2014 Highlights

Officers arrested a total of 130 drivers for DUI Alcohol and 23 drivers for DUI Drugs. Though the total number of DUI arrests decreased by 5.5%, the number of DUI drug arrests for 2014 increased by 44% over 2013. This is demonstrative of the Police Department's commitment to traffic safety, and the officer's initiative to remove unsafe drivers from the road.



Traffic Stop Analysis

In 2004, Illinois law began requiring all state and local police agencies to collect and report specific statistical data to the Illinois Department of Transportation (IDOT) for compilation in a statewide Traffic Stop Study. The data is compiled annually by IDOT and reported to the Governor, General Assembly, the Racial Profiling Prevention and Data Oversight Board, and each law enforcement agency. Data collected and submitted from the Highland Park Police Department's 2014 traffic stops indicates that minority drivers are stopped less frequently than would be expected based on the IDOT estimated driving population.

RACE	STOPS	PERCENTAGE
White	5,186	75.8%
Black / African American	585	8.5%
American Indian / Alaskan Native	5	0.1%
Hispanic / Latino	811	11.8%
Asian	242	3.5%
Native Hawaiian / Pacific Islander	5	0.1%
TOTAL STOPS	6,834	100.0%
TOTAL NON-WHITE	1,648	24.11%
IDOT NON-WHITE DRIVING POPULATION (estimate based on 2010 census)		30.58
RATIO		.78

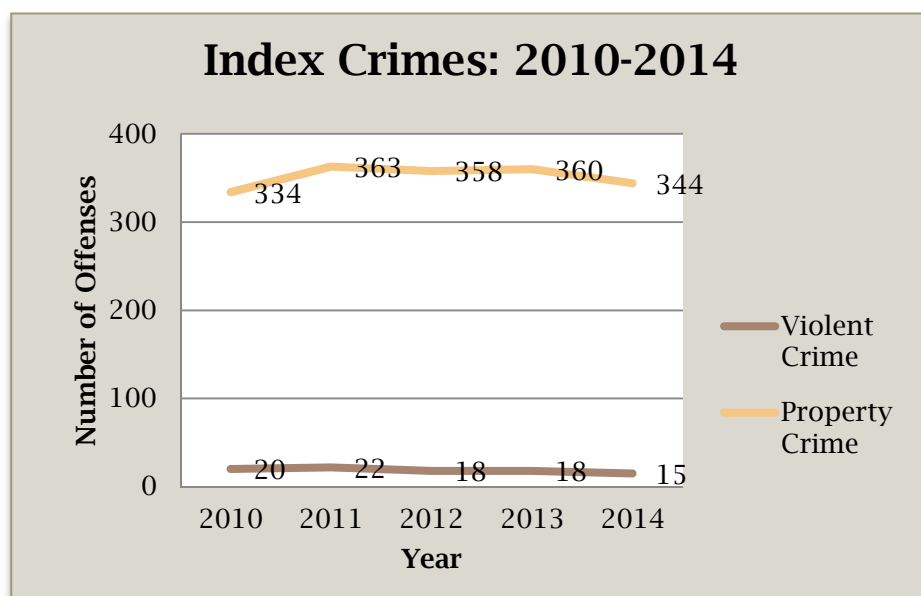
Support Services Division

The Support Services Division is made up of three separate units: Investigations, Traffic/Community Services, and Records. The Investigations and Traffic units are led by sworn supervisors while the Records unit is managed by a civilian supervisor. The Investigations Commander oversees each of these three units.

Investigations Unit

The Investigations Unit consists of seven detectives and one property custodian who are led by a sergeant and a commander. They handle complex cases that require in-depth police involvement, allowing such cases to be thoroughly investigated. The Investigations Unit is divided between adult and youth investigations, with four detectives serving as Criminal Investigators in the Adult Division, and one Juvenile Investigator and two School Resource Officers serving in the Youth Division. In 2014, two investigators were promoted to Patrol Sergeants which allowed two veteran officers to move into the Unit as a School Resource Officer and an Adult Investigator.

In 2014, the Investigations Unit worked on cases ranging from death investigations to financial crimes to burglaries and narcotics investigations. This year, the City of Highland Park experienced a decrease in occurrence of Part I index crimes (defined by the Federal Bureau of Investigation (FBI) as criminal homicide, forcible rape, robbery, aggravated battery, burglary, theft, motor vehicle theft, and arson).



2014 Highlights

The following are a snapshot of notable cases the Investigations Unit worked on during the year:

Investigation continued this year into members of the Felony Lane Gang, a multistate car burglary and financial crimes enterprise ring responsible for several smash-and-grab burglaries in Highland Park. In March 2014, arrests were made of Felony Lane Gang members who were later extradited from Florida to Illinois for criminal proceedings. Four of the five defendants have pled guilty as of the date of this report.

In late-2014, investigators worked on a case involving a series of package thefts throughout the community. Packages were stolen from various residences throughout the City over a period of several days. A witness was able to identify a juvenile suspect who was subsequently interviewed by detectives and confessed to stealing the packages. Some of the proceeds were able to be recovered by investigators, and the offender was referred to juvenile court.

Over the course of 6 months, investigators worked diligently to arrest and charge two caregivers after they were found to have stolen over \$180,000 from the elderly couple for whom they were working. The investigation led to the caregivers being charged with eight felonies each and the case is currently pending at trial.

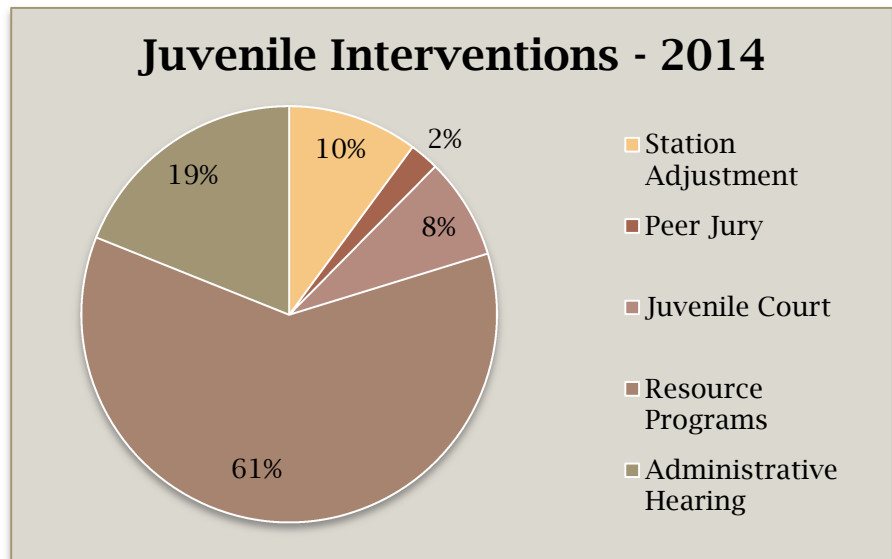
Investigators received a report during 2014 of a cyberstalking and harassment issue at Highland Park High School. After investigating the matter further, detectives arrested a substitute teacher and charged him with the crimes. Not long after he was arrested, the same substitute teacher was arrested again for possession of child pornography.

During the early part of 2014, multiple residential burglaries occurred in the same area on the same evening. The crimes fit a pattern that had been affecting several other towns throughout the year. One victim in Highland Park was awake for an unrelated reason and saw the offenders attempting to enter his home. The offenders fled, but one offender was apprehended. After an investigation that included cooperation from other towns, three offenders were charged with crimes in multiple jurisdictions.

The above cases represent only a few of the investigations the unit worked on throughout 2014. Together, the seven detectives were assigned as primary investigators in 304 cases. Additional responsibilities of the Investigations Unit include liquor and tobacco compliance checks, participation in multijurisdictional task forces, and providing assistance to outside agencies.

Youth Investigations

The Juvenile Investigator has the responsibility of handling cases concerning juveniles while ensuring that the interests of the juvenile are protected during the process. This is a specialized position that requires continuous training in juvenile law and certification through the State of Illinois. The Highland Park Police Department was able to have two Juvenile Investigators during 2014 due to the fact that the first Juvenile Investigator was promoted to Patrol Sergeant in May. The new Juvenile Investigator was selected after a selection process that was open to all qualified officers. During 2014, the two



Juvenile Investigators had contact with 366 youths. At the discretion of the investigators, the following resolutions were reached in the above-mentioned cases and contacts: 31 juvenile station adjustments, 24 referrals to Lake County Juvenile Court, 7 cases referred to Peer Jury, 58 administrative hearing citations, and 186 referrals to other resource programs. Other resources programs include counseling, school programs, social workers, or parental discipline.

Peer Jury Program

The Peer Jury Program was designed with the goal of providing positive peer guidance to first time juvenile offenders. The proceedings are confidential closed sessions, with on the Peer Jury, the Adult Moderator, the Juvenile Officer, the offender, and the offender's parents in attendance. The 2014 Peer Jury Panel was made up of 12 jurors between the ages of 15 and 18. Over the course of the year, the panel met seven times and heard a total of seven cases.

The Peer Jury can assign consequences such as community service, essays, collages, and apology letters as part of their sentencing recommendations. After the panel makes their recommendation, the juvenile offender has one month to complete the assigned consequences and return before the Peer Jury to show proof of compliance. The offender's parents must also sign an agreement in order for their child to participate.

Juveniles who are interested in serving on the Peer Jury Panel must submit an application and participate in an interview before being selected to fill any vacancies. The new panel members must then observe a hearing and participate in training before taking their seat on the panel.

High School Resource Officer

The High School Resource Officer (HSRO) is part of the Investigations Unit and serves as the liaison between the Police Department and Highland Park High School (HPS). The HSRO primarily investigates crimes that occur on school grounds and provides intervention strategies to troubled students and their families. In 2014, the HSRO was the primary investigator in 67 cases, 58 of which originated at the high school. The investigations completed by the HSRO led to the arrest of 32 persons related to HPS activity.

In addition to his investigative responsibilities, the HSRO conducts training and education exercises for students and staff. This year, he conducted eight classroom presentations, five staff in-service sessions, attended eighteen HPS special events, and coordinated and planned all five state mandated emergency drills, including weather, code red, lockdown, fire, and evacuation drills.

The HSRO is responsible for maintaining a high level of expertise on school-related issues. As such, the HSRO attends training courses and meetings throughout the year to improve his knowledge and skills. In 2014, the HSRO attended 10 school resource officer meetings and 12 school resource officer related trainings including NASRO certification.

School Resource Officer

The Police Department also has an elementary level School Resource Officer (SRO) who serves as a liaison with North Shore School District 112. The primary responsibility of the SRO is to educate and expose the children to various aspects of personal safety and crime prevention. In order to achieve this goal, the SRO must interact closely with the children in the community and be a visible officer within the schools.

The Police Department held a selection process for a new SRO after the former SRO transitioned into the Juvenile Investigator position during 2014. Between the two SROs, 100 school safety presentations and 29 after-hours group presentations were completed throughout the year.

In addition to the educational experiences the SRO provides to students, he also investigates crimes involving juveniles or those occurring at the schools. The SROs were the primary investigators in 55 cases and the assisting investigators in 9 cases during 2014.



SRO Ice Bucket Challenge

Traffic Unit

The Traffic Unit has a variety of responsibilities within the Police Department including parking enforcement, animal control, traffic control, and select non-criminal complaint reports. The unit is staffed by four full-time civilian Community Service Officers (CSOs), three part-time CSOs, one sworn officer, and is supervised by a sworn sergeant. The Police Mechanic also reports to the Sergeant in this unit.

With the addition of the designated Traffic Officer in 2014, the unit has a greater ability to promote and further traffic safety and provide selective enforcement opportunities throughout the community. Since the Traffic Officer is not responsible for responding to calls for service in the same way as patrol officers, the Traffic Officer is able to spend more time facilitating the safe movement of vehicular traffic, thereby reducing collisions. The position includes a number of other responsibilities, such as enforcement of truck weight restrictions, investigation of serious injury or fatal crashes, and participation in the regional Major Crash Assistance Team (MCAT).

One goal of the Traffic Unit is to gain voluntary compliance of traffic laws through education, enforcement, and engineering. In order to accomplish this goal, the unit uses a variety of equipment and technology, such as speed awareness and stealth data collection devices. In 2013 and 2014, the Traffic Unit obtained several reflective stop sign post inserts that are installed on stop signs in areas with high numbers of citizen complaints or cut through vehicle traffic. The reflective posts are also utilized in school zones. Reflective posts have the ability to draw driver attention to the sign, thereby increasing compliance and safety. The unit plans to obtain and install additional reflective post panels in 2015.

Railroad Education and Enforcement

Throughout the year, the Police Department received several calls from concerned citizens regarding dangerous pedestrian behavior at City commuter train station pedestrian crossings. In order to address the issue, the Traffic Unit coordinated numerous railroad education and enforcement initiatives during the year and participated in National Railroad Safety Week Efforts in September of 2014 at City commuter train stations. Additionally, the Traffic Unit coordinated the installation of new railroad safety signs at nine problem locations in Highland Park and Highwood to support railroad education and enforcement efforts.



Railroad Safety Signs

2014 Highlights

The Traffic Unit is charged with organizing and coordinating traffic enforcement campaigns throughout the year. Again this year, the Unit coordinated a Traffic Safety Grant Award from the



Traffic Enforcement Signs

Illinois Department of Transportation (IDOT) which was in the amount of \$13,018.50 for DUI and Seat Belt enforcement. This grant funded the Department's efforts to coordinate holiday saturation patrols during 2013 and 2014 which resulted in numerous arrests and citations for DUI, seat belt, and other traffic violations. The total number of DUI arrests in 2014 was 153.

Another lesser known aspect of traffic safety is the enforcement of laws as they pertain to large trucks. Trucks are required to have registration based on their weight, and cannot carry loads that are heavier than the registration allows.

Overweight trucks contribute to accelerated road deterioration and negatively affect braking in emergencies. The Police Department has several patrol officers who are trained as truck enforcement officers and work with the Traffic Unit to conduct specialized enforcement on overweight trucks. In 2014, 38 overweight trucks were cited with fines and penalties.

In 2014, the Traffic Unit obtained three new Stalker Dual Moving Radar units for use in patrol vehicles. These new radar units utilize a wireless remote and a display screen that can be mounted in the dashboard of the Dodge Charger patrol vehicle. In addition, the new radar units utilize a smaller radar antenna and have increased speed trekking capabilities abilities when compared to older radar units. As funding becomes available, more Stalker Dual Moving Radar units will be obtained for the patrol cars.

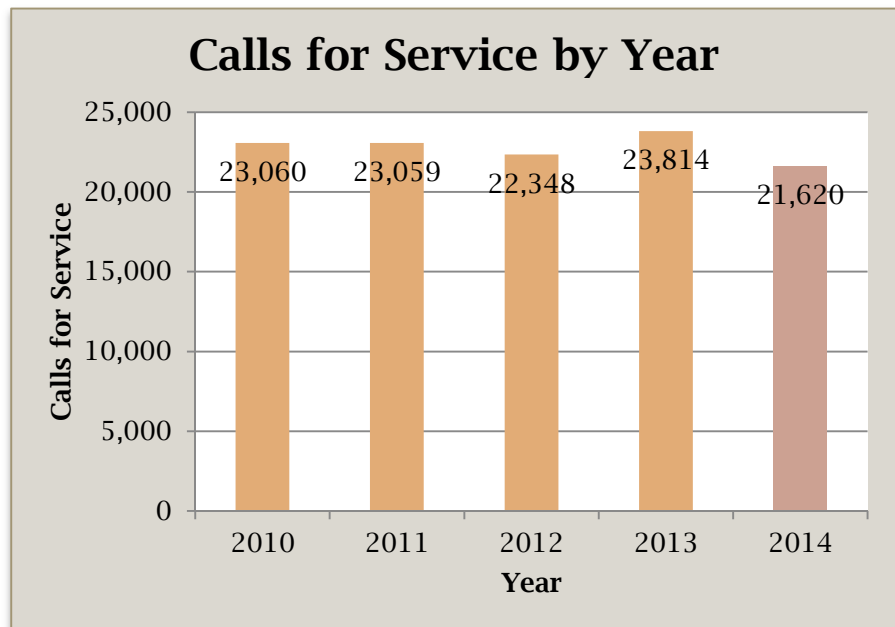
During the annual Illinois Department of Transportation (IDOT) Traffic Safety Awards Banquet, the Traffic Unit won a Stalker Hand-Held Radar Unit. The hand-held radar was issued to the Patrol Division and valued at \$1,476.

Communications Unit

The Communications Unit underwent a significant transformation during 2014. Prior to August 2014, the Highland Park Communications Center was operated and staffed by Highland Park employees. This included eight full-time telecommunicators, three part-time telecommunicators, and a civilian supervisor. After several years of research and consideration, it was determined that the City of Highland Park could increase efficiencies by consolidating its communications center with Lake Forest, Lake Bluff, and Highwood and having contractual dispatch services provided by the Village of Glenview. The changeover took place in August 2014.

The now-consolidated communications center continues to operate out of the Highland Park Police Department and is staffed by Glenview employees. The center is a redundant center that mirrors the Glenview Public Safety Dispatch Center, meaning that if either location went offline due to exigent circumstances, the other location could handle all communications for both centers and all affected communities.

Telecommunicators are responsible for answering all emergency and non-emergency public safety calls for service that come



into the communications center. This includes calls for police, fire, or ambulance services. During 2014, the communications center received a total of 21,620 calls for service for the Highland Park jurisdiction. This includes police dispatches, fire dispatches, traffic stops, 911 hang up calls, and other service items. In addition to responding to citizen requests for assistance, telecommunicators also relay information to and from patrol officers via radio. All calls for service must be processed through the Computer Aided Dispatch (CAD) system by the telecommunicators, ensuring that all calls are logged and stored for future reference.

Records Unit

The Records Unit is the information repository within the Police Department. The unit is staffed by two full-time clerks, one part-time clerk, one secretary, one crime analyst, and is supervised by one civilian supervisor. The Records Unit is responsible for maintaining all paper and electronic enforcement records for the Department. Internally, their duties include processing all citations and reports, preparing court files for officers, administering the purchasing process for department supplies and services, and preparing various statistical reports.

The Records Unit also serves the public on a daily basis by conducting business at the customer service window. Personnel help citizens with Freedom of Information (FOIA) requests, arrest record checks, and citation payments. They also serve as call answering points for customers who need information about court, traffic and parking citations, garage sales, and expungements. Since the consolidation of the communications center, the Records Unit has become the police department's primary call answering point for non-emergency calls during regular business hours.

Task	2012	2013	2014
Case Reports	1,971	1,921	1,809
Accident Reports	1,323	1,276	1,301
Traffic Tickets	4,724	4,603	3,439
Warning Tickets	7,425	8,947	6,633
Ordinance Tickets	9,096	8,327	7,125
False Alarm Letters / Billing	2,135	2,641	2,533
Alarm Permits	180	128	164
FOIA Requests	1,074	644	618
Records/Background Checks	374	343	346

In 2014, the Records Unit had the opportunity to restructure a Records Clerk position into a Crime Analyst position. The Crime Analyst is responsible for collecting and analyzing crime data for department-wide dissemination. The analyst must identify crime patterns and trends that are impacting the City and produce analytical reports that will be helpful to officers for directed patrol. The analyst assists the Investigations Unit, Traffic Unit, and Administration with various statistical reports, and provides the public with crime data via the Quarterly Statistical Report and Monthly Crime Map on the City's website. Finally, the Crime Analyst is responsible for maintaining the department's accreditation files and ensuring compliance with CALEA standards.

Department Teams & Special Units

In addition to their regular assignments, several members of the Police Department also participate on special teams and units. The following special teams are made up of patrol officers, investigators, and civilian personnel, all of whom receive specialized training that qualifies them to be part of a particular team.

Major Accident Investigation Team

The Major Accident Investigation Team is made up of the Department's most highly trained technical accident investigators. The team consists of four accident investigators and is led by one supervisor. They are called out whenever there is a motor vehicle accident involving death or serious injury, or when processing a scene requires more expertise than can be provided by on-duty personnel. Though they did not receive any call-outs in 2014, accident investigators must maintain a high level of skill as related to processing and investigating accident scenes. To that end, the Department was able to send an investigator to an Accident Investigation course at Northwestern Illinois University during 2014.

Fire Investigation Team

The Fire Investigation Team is comprised of both police and fire personnel who work together to investigate any incidents involving fire or bombs. All of the investigators received specialized training. It is the responsibility of the Fire Investigation Team to determine the cause of the fire,

as well as whether or not the incident is criminal in nature. If the team determines that there is a criminal element in the case, the matter will be investigated thoroughly in order to identify any involved suspects. The fire team was called out five times during 2014 for various fire-related incidents. Team members also participated in training courses such as Fire Pattern Recognition, Identification, and Certification.



Fire Investigation Site

Evidence Team

The Evidence Team consists of five officers, one property custodian, and one CSO, all of whom have received advanced training in the area of crime scene processing. The team is supervised by a sergeant and a commander. The Evidence Team is called out when an incident occurs that requires a specialized level of evidence collection and processing. The team is often responsible for photographing a crime scene, collecting blood or fingerprint evidence, and preparing diagrams.

Recruitment Team

The goal of the Recruitment Team is to publicize the Highland Park Police Department at job fairs and public events in order to recruit the highest caliber applicants for new positions. They have historically been successful in recruiting individuals from a variety of ethnic backgrounds, making the Department more diverse and culturally sensitive. The Recruitment Team is made up of 11 officers and sergeants, all of whom attend regular meetings and recruitment events at local colleges. In 2014, the team attended career fairs at Western Illinois University and University of Wisconsin Platteville. This year, the team was responsible for managing the department's intern and conducting ride-alongs with prospective police candidates.

Bike Patrol Unit

The Bike Patrol Unit is a special team that is mostly utilized during the summer months to provide additional patrol while allowing officers to be more engaged with the public. They also participate in special events such as the 4th of July parade and festival in downtown Highland Park. Aside from enforcement duties, the Bike Patrol Unit assists with bicycle safety education throughout Highland Park. In 2014, the unit assisted Ravinia School and the Park District of Highland Park with bicycle safety clinics and bicycle helmet checks for kids. In November 2014, the Bike Patrol Unit received a \$500 donation from the Highland Park / Highwood Lions Club which will be used to cover expenses related to bicycle uniform equipment.

K9 Unit

The K9 Unit consists of one officer and his German Shepherd partner Atlas. Together, they are responsible for assisting in high risk situations such as suspect searches, evidence recovery, narcotic and drug searches, and crowd control. As the number of available canines in the area decreases, the Highland Park K9 Unit has become even more valuable as they are able to assist other agencies who do not have a K9. In 2014, the K9 Unit completed 6 drug searches for Highland Park, 4 drug searches for outside agencies, 4 suspect searches, and 11 assist outside agencies calls. They also completed 168 hours of training to maintain a high level of performance. The Department has been successful in securing annual grant funding which covers the majority of operational expenses for the K9 program.

Auxiliary & Contract Services

Community Emergency Response Team

The Community Emergency Response Team (CERT) was established at the Highland Park Police Department in 2004. The purpose of CERT is to train citizens to better respond to emergency situations should one arise. These volunteers can support first responders, provide immediate assistance to injured victims, and assist with crowd control in an emergency event. More often, however, CERT members help with non-emergency projects throughout the year, such as the Fourth of July fireworks or the Taste of Highland Park. In addition to volunteering at these events, CERT members staff a booth to raise community awareness about CERT and disaster awareness. The Highland Park CERT team is recognized as an accredited team in Illinois.



CERT Training - 2014

Highland Park CERT currently has 49 members. All CERT members must undergo basic training provided by the Illinois Emergency Management Agency (IEMA). For the duration of their tenure on CERT, members attend monthly training meetings which consist of online training, classroom instruction, and practical training exercises. In 2014, the Highland Park CERT team participated in the Prairie State CERT Challenge. This program is sponsored by the State of Illinois and only eligible CERT teams are invited to participate. Eligibility in the competition is an honor in itself, as only 10% of all CERT teams in Illinois were deemed eligible this year.

Elderly Assistance Program

One of the primary responsibilities of the CERT volunteers is well-being checks on elderly residents during severe weather. When the temperatures in Highland Park are excessively hot or cold, CERT members go to the residences of registered elderly and handicapped citizens to ensure their safety. In 2014, the CERT volunteers were called out six times for severe weather checks. On a number of occasions, CERT volunteers have been able to assist the elderly or handicapped individual with quality of life issues during these well-being checks.

Police Chaplain

The Police Chaplain program was established to provide spiritual guidance and support to members of the Police Department as well as members of the community. The chaplain is available to all families regardless of religious affiliation. Chaplain Scott Baeseman is on-call to assist the Police Department with death or serious injury notifications to families of victims. He can also provide assistance to officers who have been involved in a stressful critical incident involving serious injury or death. Additional services provided by the chaplain include suicide intervention, substance abuse counseling, and referrals to mental health professionals in the area.

Social Worker

The Highland Park Police Department has partnered with Omni Youth Services since 2013 to have a social worker contracted to the Police Department on a part-time basis. This relationship was born out of a recognition of the need to have social services available to families, crime victims, and individuals with mental health needs. The social worker is available to handle cases that are referred to her either by the Police Department or by any other City department. The social worker automatically follows-up with any victims of domestic violence. During the course of 2014, the social worker handled numerous cases involving issues such as mental health assistance, juvenile issues, and orders of protection. Upon receiving a referral, it is the responsibility of the social worker to analyze the situation and provide appropriate referrals to the involved parties. This ensures that individuals are receiving help in a timely manner from agencies that specialize in the types of services from which they will benefit the most.



Regional Cooperatives

Northern Illinois Police Alarm System

The Highland Park Police Department has been a member of the Northern Illinois Police Alarm System (NIPAS) since the 1980s. NIPAS is a coalition of agencies that agree to respond to other jurisdictions to provide mutual aid in the event of an incident that requires additional resources. There are two components of NIPAS. The first component is the Mobile Field Force (MFF) which is used for crowd control and civil disturbances. The other component is the Emergency Services Team (EST). This is the team that is called out for high-risk tactical incidents. In 2014, the Highland Park Police Department had the opportunity to select a new officer to serve on the NIPAS EST. The Department currently has one officer serving on the Mobile Field Force and one officer serving on the Emergency Services Team. During 2014, the EST officer was called out eleven times and the MFF officer was called out two times. In preparation for these high-risk incidents, the EST officer attended training at least monthly throughout the year.

Illinois Law Enforcement Alarm System

The Illinois Law Enforcement Alarm System (ILEAS) was developed to provide mutual aid to all Illinois police agencies. There are over 800 agencies represented in the ILEAS consortium. In the event of an emergency in the Highland Park area, it is likely that surrounding jurisdictions will also be affected by the same circumstances, thereby making them unable to respond for mutual aid. As part of the ILEAS consortium, Highland Park would be able to request aid from other parts of the state that are not impacted by the emergency event. Additionally, the Highland Park Police Department can be called upon to respond to emergencies in other jurisdictions. In 2014, Highland Park officers responded to three ILEAS activations in various communities.

Lake County Major Crimes Task Force

The Lake County Major Crime Task Force (LCMCTF) began operating in February 1992. The task force was developed through a joint effort by the Lake County Sheriff's Office, the Lake County State's Attorney's Office, and the Lake County Chiefs of Police Association. The goal of the task force is to provide strong investigative aid and expertise to participating Lake County agencies in especially significant cases. Task force members typically request assistance in homicide investigations, kidnappings, police-involved shootings, and other exceptionally heinous crimes. In 2014, investigators from the Highland Park Police Department participated in nine investigations with the LCMCTF.

Major Crash Assistance Team

The Highland Park Police Department is a contributing agency to the Major Crash Assistance Team (MCAT) which means an officer is provided to assist the team when a call-out is made. MCAT is activated to investigate serious motor vehicle accidents in any of the participating jurisdictions. There are 28 contributing agencies and 7 non-contributing agencies within MCAT. In 2014, the MCAT officer from Highland Park responded to five collision sites in outside jurisdictions.

Emergency Management

As part of emergency preparedness, the Highland Park Police Department is responsible for maintaining an Emergency Operations Plan for the City. The Emergency Operations Plan was recently revised to address changes in technology and organizational structure that have occurred in the last several years. The plan includes a database of emergency resources, such as agencies and equipment that can be utilized in the event of a disaster. The purpose of the Emergency Operations Plan is to familiarize City officials with departmental procedures during an emergency, thereby coordinating staff responsibilities to efficiently respond to the event. The revised plan was approved by the Lake County Emergency Management Agency in 2013.

Additional emergency preparedness is achieved through the Highland Park Police Department's working relationships with the Lake County Emergency Management Agency, the Illinois Emergency Management Agency (IEMA), and the Federal Emergency Management Agency (FEMA). The Department also partners with volunteer organizations such as the American Red Cross and the Salvation Army. These agencies provide the support and resources necessary to assist the City in managing large scale events, such as tornadoes or flooding. Additionally, they can provide personnel and equipment for disaster recovery, as well as food and shelter for displaced residents.

Employee Recognition

Chief's Commendations are awarded to officers for acts giving evidence of selfless conduct, or for an act which results in the saving of a life in which no personal risk is involved. In 2014, 25 employees received Chief's Commendations for various acts performed in the course of their duties.

Of note, 16 officers were recognized for their team efforts in responding to a high risk burglary call in which a suspect was confronted by the homeowner and subsequently fled. Officers from Highland Park, along with neighboring communities, located three suspects who were implicated in connection with a burglary crime pattern that had plagued northeast Illinois and southeast Wisconsin for several months. The Lake County State's Attorney's Office ultimately charged the suspects with over 60 felony counts for various crimes committed over the months-long period.

Three officers were commended for their investigation of a reported identity theft in which three offenders were identified and implicated in four residential burglaries within Highland Park. Valuable property was recovered and ultimately four offenders were arrested and charged with 45 felony counts for their crimes.

Three officers were commended for their efforts investigating four residential burglaries where jewelry, cash, and electronics were targeted and sold to pawn shops. The officers' extensive investigation led to the arrest of four suspects who were subsequently charged with 29 felony counts for crimes committed in both Highland Park and surrounding communities.

One officer received a commendation for his observations which led to local ordinance charges against two subjects who were attempting to financially exploit an elderly resident. The officer's actions prevented the subjects from obtaining any money from the victim and information regarding the attempt was disseminated to area law enforcement agencies for awareness.

One officer was awarded a commendation for his years of service as an Emergency Response Team member with NIPAS. During his tenure on the team, the officer became a lead and senior member, and participated in numerous high risk callouts.

One officer was commended for her assistance with the Traffic Unit's administrative responsibilities during the two-month period that the unit supervisor was out of the office. In addition to her regular duties, the officer managed several programs, complaints, education and enforcement initiatives, and served as liaison to various commissions and departments throughout the City.

As a whole, members of the Police Department received a total of 174 letters of appreciation from the public in 2014.

Internal Affairs Report

In 2014, the Police Department investigated three citizen complaints against members of the Department. The findings of the three investigations are as follows: one unfounded, one exonerated, and one no conclusion. Any person wishing to compliment or file a complaint against an employee may do so by contacting the on-duty shift commander in person or by telephone at 847-432-7730.

2014 Highlights

Accomplished Goals

The Police Department set several goals in January 2014 and spent the year working to achieve said goals. The following goals were set and achieved this year:

- Conduct promotional testing for two Sergeant positions and fill the positions from the eligibility list.
 - Qualified candidates underwent a staff review, written exam, and assessment center testing. An eligibility list was created and two individuals were promoted to Sergeant.
- Coordinate the replacement of the current officer assigned to the NIPAS Emergency Services Team.
 - A selection process was completed and a new officer was selected for assignment on the NIPAS Emergency Services Team. The officer was properly equipped and completed required training.
- Continue to pursue consolidated dispatch services with Highland Park, Lake Forest, and Lake Bluff.
 - City Council approved the consolidation of the dispatch centers and the Village of Glenview was contracted to provide dispatch services at the Highland Park location for Lake Forest, Lake Bluff, Highwood and Highland Park.
- Acquire fourth accreditation through CALEA.
 - After a successful onsite assessment with two independent assessors from the Commission on Accreditation for Law Enforcement Agencies (CALEA), the Police Department was awarded its fourth consecutive accreditation award.

- Coordinate the auction of unclaimed, non-evidentiary property maintained in the Police Department's evidence vault.
 - Property was identified that was suitable for auction and City Council approved that disposal of said property.
- Implement and manage an Illinois Department of Transportation STEP DUI and occupant safety education and enforcement grant.
 - Holiday initiatives were conducted using grant money and the results were reported to IDOT.

Goals in Progress

The following long-term goals were set in 2014, and achievement is expected in 2015:

- Continue to monitor and adjust policies and practices affected by dispatch consolidation.
 - The Highland Park Police Department will continue to work with the Village of Glenview to ensure the policies and practices of both agencies are in conjunction with one another throughout the consolidation process.
- Replace the current hand held parking computers utilized by parking enforcement personnel.
 - The current hand held models are being discontinued and will no longer be serviceable. New equipment and associated software has been researched and will be obtained in 2015.
- Install and implement an electronic crash reporting system from New World Systems which will integrate with the Illinois Department of Transportation (IDOT).
 - Staff completed the installation and testing of the system and obtained certification from IDOT to electronically submit crash reports. Due to dispatch consolidation, which involved a change in New World versions, the project was previously postponed.



Future Goals

The Highland Park Police Department has set several new goals for 2015 and hopes to achieve them by the end of the year. The new goals are as follows:

- Join efforts with the Lake County Opiate Initiative to obtain Naloxone kits.
 - Naloxone kits can be utilized by first responders to reverse the effects of opioid overdoses. Sworn personnel will be trained on its administration in an effort to potentially save lives after opioid overdoses.
- Upgrade the Robert Reimann Firearms Training Facility.
 - The current firearms training facility was built in 1998 and is in need of upgrade and repair. Additionally, safety booths are needed to allow for training use with newly acquired rifles.
- Implement and manage an Illinois Department of Transportation STEP DUI and occupant safety education and enforcement grant.
 - Conduct holiday initiatives using grant money and report results to IDOT.
- Upgrade the camera system in the jail/booking room to a digital system.
 - The current camera system is of analog technology and minimal clarity. An upgrade to a digital system will provide video evidence with greater clarity and detail needed for court purposes.
- Install and implement an automatic ticket writing system from the patrol cars.
 - The automatic ticket writing system will integrate with New World Systems Records Management System and the Lake County Circuit Clerk. This will provide increased efficiencies throughout the department.
- Establish a new Police Officer eligibility list prior to the expiration of the current list in December 2015.
 - In conjunction with Human Resources and the Board of Fire and Police Commissioners, the Police Department will conduct a testing process to establish an eligibility list.