



HIGHLAND PARK POLICE DEPARTMENT ANNUAL REPORT [2015]

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 a few of our highlights from 2015 and provides us with an opportunity to focus on where we are going in the future. It also provides me an opportunity to speak with you about our Department and law enforcement in general.

In the last few years, policing throughout the United States has been under significant pressure which has been prompted by several high profile use of force incidents. In response to this, many leaders in law enforcement are reviewing the precipitating incidents, listening to recommendations from various law enforcement related entities and carefully considering the next steps that can be taken to better train and equip our officers. I am confident that the next decade in law enforcement will be the most important we have ever seen. Staff and I will continue to monitor the best practices in the field in order to strike a balance between acknowledging the dangers that our officers encounter and the consideration of alternative tactics when responding to situations that may require the use of force.

I am proud to report that this year the Department offered its Citizen Police Academy again after approximately 12 years. This program is designed to provide members of the public with insight into the Police Department, the many dimensions surrounding an officer's job as well as the numerous functions accomplished by the Department. The academy was a huge success and it will be offered again in the fall of 2016.

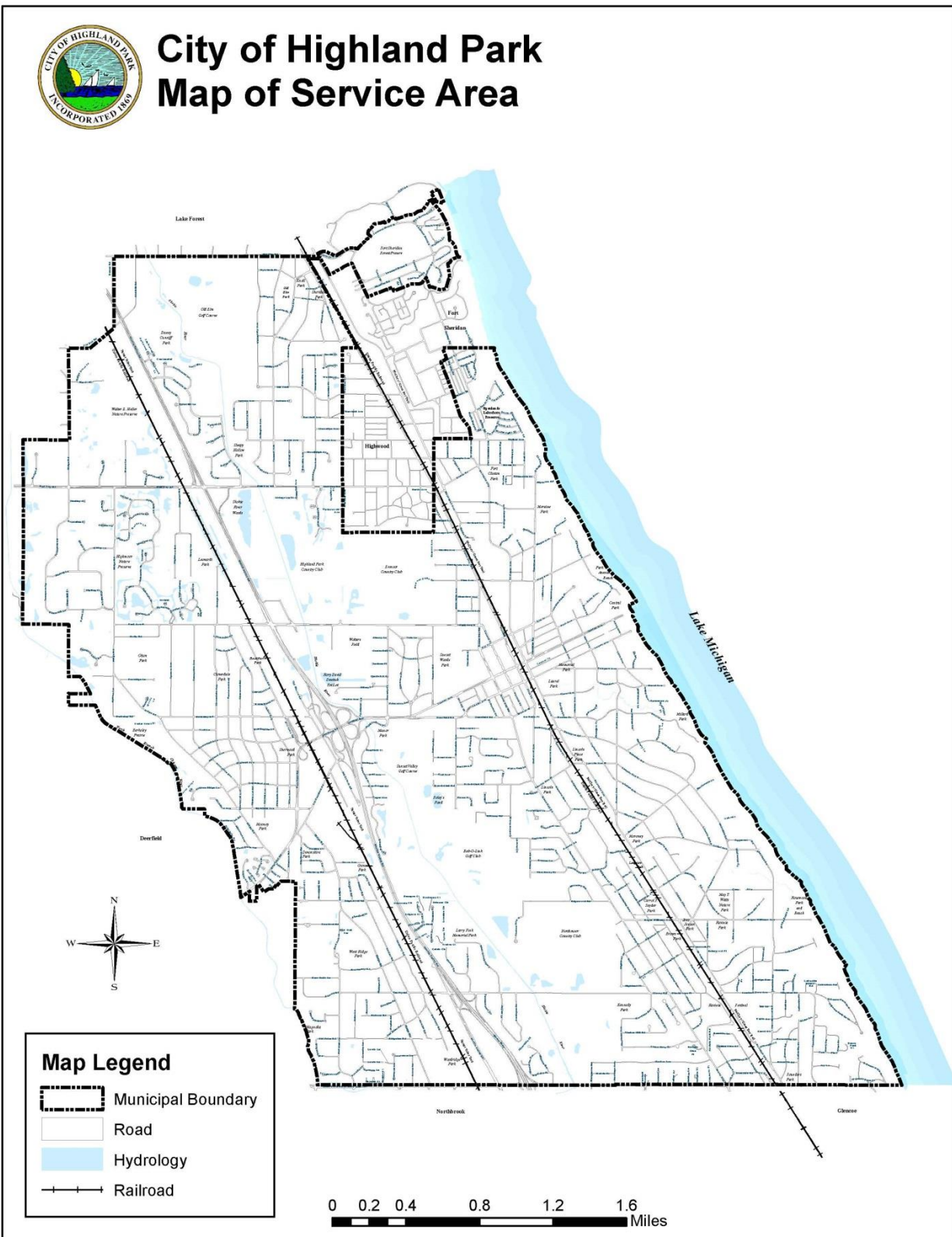
Our officers continue in their efforts to keep our streets safe. This year, officers arrested 166 drivers who were under the influence from drugs and/or alcohol. Driving under the influence (DUI) continues to be the major cause of traffic fatalities. Please join me in recognizing our officers for their vigilance to this important enforcement.

In 2015, the nation and region experienced an alarming increase in the use of heroin and opioid medication abuse. Unfortunately, this trend is expected to continue into 2016 and the Department has prepared for a possible spillover into our community by partnering with Lake County law enforcement in issuing Naloxone injectors (NARCAN) to our first responders. NARCAN injectors reverse the deadly effects of an opioid overdose and the ability of our officers to utilize this drug when needed has been shown to save lives. This is our mission and our efforts 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 73 employees, including 57 sworn police officers and 16 civilian personnel. Of the 16 civilian personnel, 12 operate in full-time capacity and 4 operate in part-time capacity. 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 Support Services Division. Each division is led by a commander who reports to the Deputy Police Chief, who in turn reports directly to the Chief of Police. The communications operation of the Department is outsourced to the Village of Glenview, who utilizes the Department's communication center to provide dispatch services to the Highland Park, Highwood, Lake Bluff and Lake Forest communities.

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 to the public, as they are responsible for patrolling assigned beats within the community and responding to all emergency and non-emergency calls for service. The Support Services Division is led by the Investigation Commander who oversees the three components of the Division: Investigations, Traffic/Community Services and Records. The technical and advanced services provided by these units lend themselves to the seamless operations of the Police Department as a whole.

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

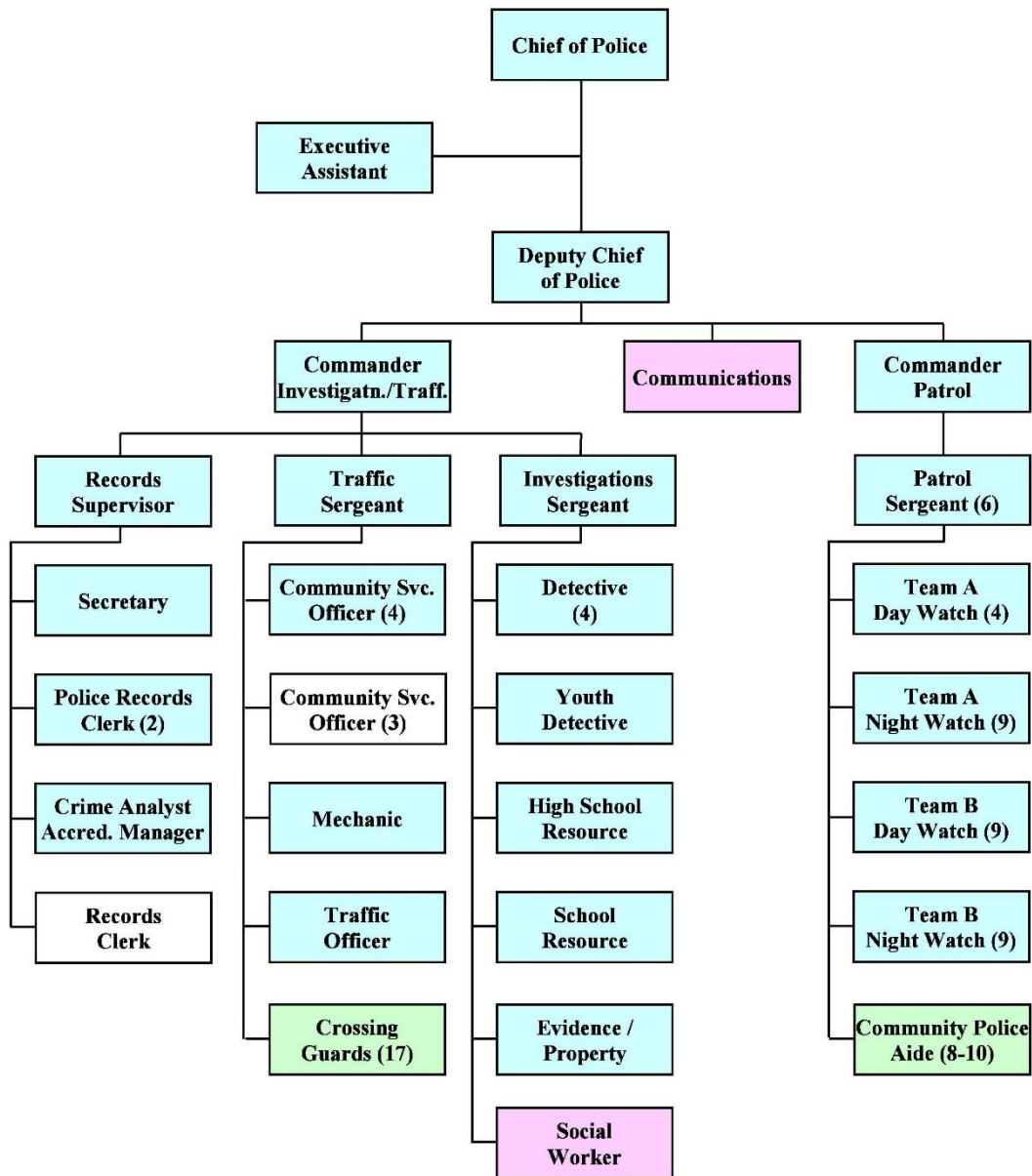
The Highland Park Police Department has been an accredited agency through the Commission on Accreditation for Law Enforcement Agencies (CALEA) since 2005. CALEA was created in 1979 by the International Association of Chiefs of Police (IACP), the National Organization of Black Law Enforcement Executives (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 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 will have its next assessment in late 2016. This will be the second time the Department participates 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 will be interviewed to determine the impact of CALEA standards on daily operations. It is the goal of the Department to be recommended for re-accreditation in 2017.



ORGANIZATIONAL CHART – 2015



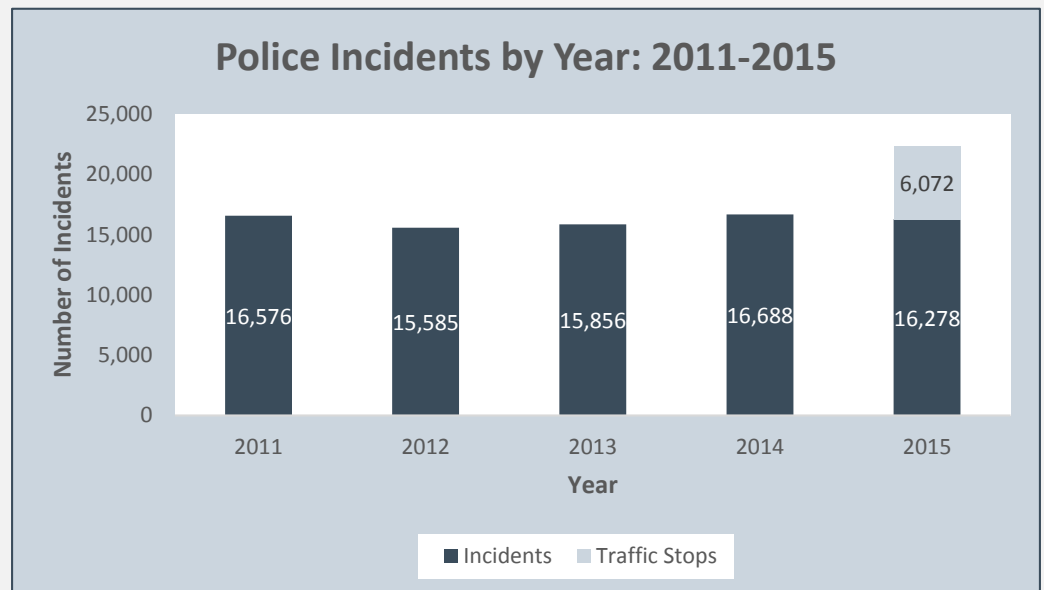
- Full-Time
- Part-Time
- Seasonal
- Contractual

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 with one sergeant assigned to each team; two sergeants rotate between day and night shifts to ensure that they are maintaining contact with all officers on a regular basis and one sergeant performs administrative and fill-in duties on a distinctive schedule.

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 2015, the Highland Park Police Department responded to 22,350 incidents. This is a 34% increase from 2014. This increase is attributed to the addition of traffic



stops to the incident summary after the consolidation of the Highland Park Dispatch Center with the Village of Glenview. In prior years traffic stop data was retained and reported in an alternative format.

The Patrol Division saw significant personnel changes in 2015. With the retirement of one patrol officer, the lateral move of two patrol officers into the investigations division, the resignation of a patrol officer, and the transition from six patrol sergeants to seven patrol sergeants. In addition, one of the patrol sergeants was promoted to Patrol Commander and two recruit officers successfully completed training at the Suburban Law Enforcement Academy. After the academy, new recruits continue their training at the Highland Park Police

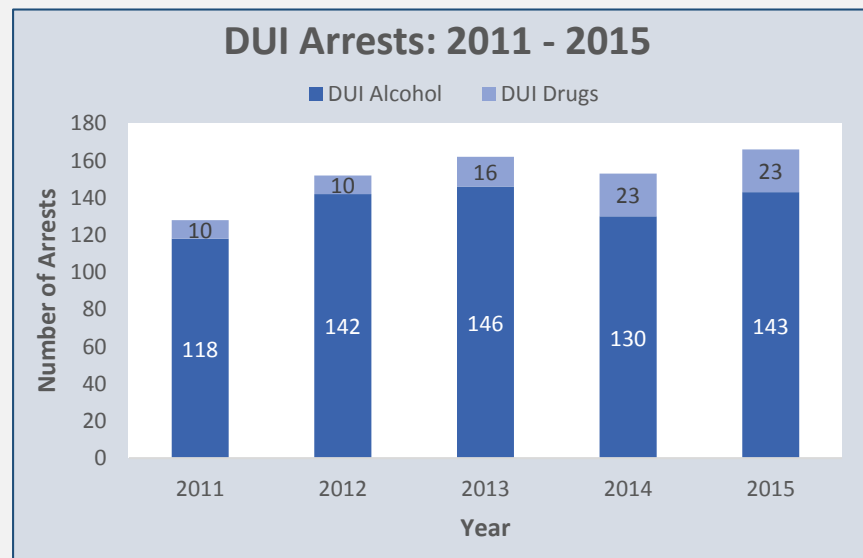
Department with a Field Training Officer. This additional three to four months of field training allows new officers to become familiar with the Highland Park community, learn department policy and procedures and build on the skills they learned in the academy. It also gives new officers the opportunity 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 2015, 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 for the roles of 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.

2015 Highlights

Officers arrested a total of 143 drivers for alcohol related DUI and 23 drivers for drug related DUI. The total number of DUI arrests increased by 7.83%; which is the largest amount of DUI related arrests in a five year period. DUI alcohol related arrests increased by 10% from 2014 to 2015 while drug related DUI arrests



remained constant at 23. 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 2015 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	4,837	74.24%
Black / African American	586	8.99%
American Indian / Alaskan Native	8	0.12%
Hispanic / Latino	808	12.40%
Asian	276	4.24%
Native Hawaiian / Pacific Islander	0	0.00%
TOTAL STOPS	6,515	100.00%
TOTAL NON-WHITE	1,678	25.76%
IDOT NON-WHITE DRIVING POPULATION (estimate based on 2010 Census)		30.59%
RATIO		0.84

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. To fill a vacancy in adult investigations due to a promotion of an investigator to Patrol Sergeant in late 2014, a veteran officer was promoted to Adult Investigator in early 2015. In mid-2015 a youth investigator was promoted to Patrol Sergeant, which allowed another veteran officer to move into the Unit as a School Resource Officer.

In 2015, 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 an 11% decrease in the 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).

2015 Highlights

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

In early 2015, investigators worked with surrounding police agencies to apprehend three individuals who were involved in several residential burglaries to units in condominium buildings throughout multiple communities. The offenders committed burglaries to four units in Highland Park and were reported to attempt an entrance to another condominium building, but were unsuccessful. With regards to the Highland Park incidents, each subject was charged by the Lake County State's Attorney's Office for two counts of residential burglary, two counts of attempted residential burglary and two counts of theft.

In February of 2015, there were three burglary to motor vehicle cases that had similar modus operandi (MOs) and were comparable to earlier cases in surrounding communities. In a collaborative effort, Highland Park investigators and investigators from regional municipalities caught three suspects after a comprehensive surveillance assignment. The suspects were charged with two counts of felony burglary by the Cook County State's Attorney's Office and class A misdemeanor theft charge by the Lake County State's Attorney's Office after property from the Highland Park cases were found in possession by the suspects.

Investigators received a report in early March of 2015 regarding a theft of a \$12,000 valued custom bicycle from a business. After an anonymous tip, the offender was identified, the bicycle was recovered and eventually returned to the owner. The Lake County State's Attorney's Office approved charges for burglary and theft. Currently there is an active warrant, with nationwide extradition, for the arrest of the alleged offender.

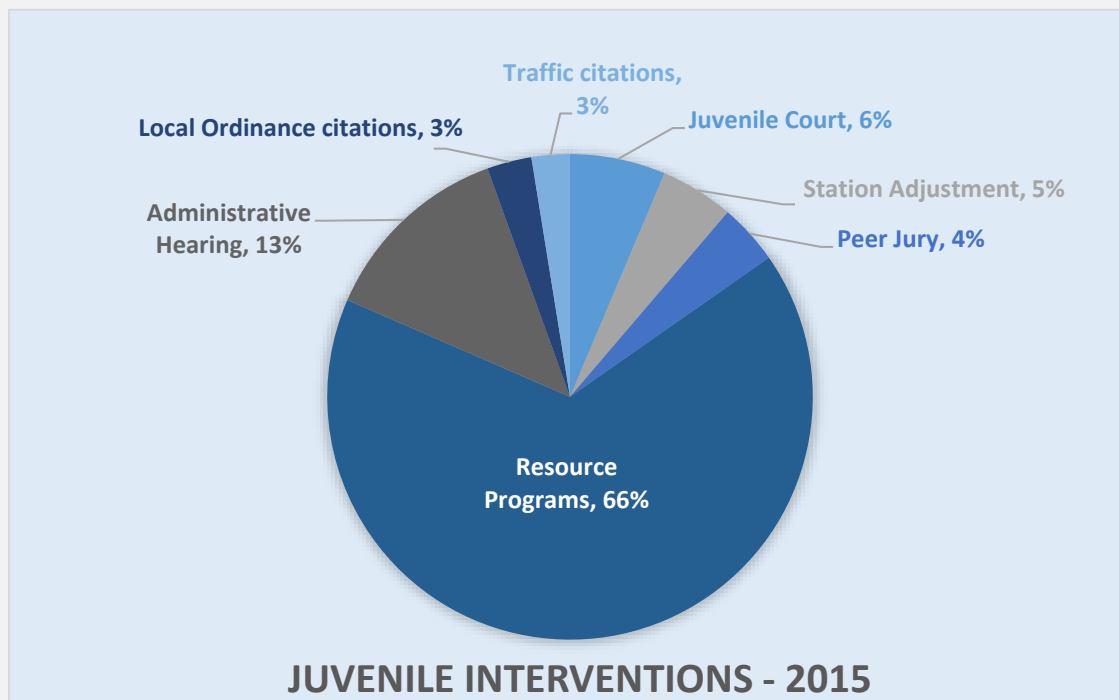
In late 2015, investigators received a report from a business owner who claimed that an employee has been making fraudulent charges on behalf of the company for their personal gain. Investigators proceeded to link the suspect to over \$50,000 in fraudulent activity and the Lake County State's Attorney's Office approved felony charges for identity theft and theft. A warrant was eventually issued and investigators were able to locate and apprehend the alleged offender.

The investigations unit was assigned a case in early November involving a serious injury to a subject that resided in a long term care facility. After a thorough investigation, the Lake County State's Attorney's Office approved felony charges for criminal neglect of a long term care facility resident for an employee of the facility. The suspect was eventually taken into custody after a warrant was issued for an arrest.

The above cases represent only a few of the investigations the unit worked on throughout 2015. Together, the seven detectives were assigned as primary investigators in 270 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. During 2015, the Juvenile Investigator had contact with 471 youths that resulted in the following resolutions: 23 juvenile station adjustments (not including peer jury referrals), 30 referrals to Lake County Juvenile Court, 19 cases referred to Peer Jury, 61 administrative hearing citations, 14 local ordinance citations, 12 traffic citations and 312 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 the Peer Jury, the Adult Moderator, the Juvenile Officer, the offender, and the offender's parents in attendance. The 2015 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 nineteen times and heard a total of nineteen 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 2015, the HSRO was the primary investigator in 58 cases, 34 of which originated at the high school. The investigations completed by the HSRO led to the arrest of 21 persons related to HPS activity.

In addition to his investigative responsibilities, the HSRO conducts training and education exercises for students and staff. This year there were 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 their knowledge and skills. In 2015, the HSRO attended 8 school resource officer meetings and 9 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 High School Resource Officer position during 2015. Between the two SROs, 51 school safety presentations and 2 after-hours group presentations were completed throughout the year.

In addition to the educational experiences the SRO provides to students, the position also investigates crimes involving juveniles or those occurring at the schools. The SROs were the primary investigators in 26 cases during 2015.



School District 112 - BluePoint Activation Training

In 2016, School District 112 plans to install BluePoint emergency response systems into all their school buildings. BluePoint is a rapid emergency response system (RERS) that instantly notifies emergency responders and building occupants of an emergency situation, expedites a rapid response, triggers emergency management protocols and ultimately saves lives. The Department's SRO served as the liaison between the school district and Department to properly train officers in BluePoint activations, prior to the district wide installation of the system.

Traffic Unit

The Traffic Unit has a variety of responsibilities within the Police Department including parking enforcement, red light camera program, animal control, traffic control, school crossing guard management, 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 reports to the Department's fleet manager.



Traffic Unit Personnel

With the reinstatement of one designated Traffic Officer in 2014 and which continued in 2015, the unit has the 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 began a program to obtain 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. Efforts continued in 2015 with the installation of thirty reflective posts in key areas.

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 2015 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. In addition, Lake Forest added the new railroad signage to maintain consistency throughout the area.

2015 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 Illinois Department of Transportation (IDOT) which was in the amount of \$13,917 for DUI and Seat Belt enforcement. This grant funded the Department's efforts to coordinate holiday saturation patrols during 2014 and 2015 which resulted in numerous arrests and citations for DUI, seat belt, and other traffic violations. The total number of DUI arrests in 2015 was 166. In addition, the Traffic Unit's red light camera program reviewed and approved 7,028 violations in 2015.

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 2015, 19 overweight trucks were cited resulting in fines and penalties of \$59,920. This enforcement was primarily conducted by truck enforcement trained patrol and traffic officers.

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. During the 2017 budget cycle the Traffic unit will propose the acquisition of two more Stalker Dual Moving Radar units will be obtained for the patrol cars.

Throughout the 2015 calendar year, Traffic Unit was able to coordinate \$3,500 in donations from Highland Park Trek Bicycles, Highland Park Lions Club, Highland Park Hospital and a private

donor for the purchase of a fixed solar powered radar speed display sign for Park Avenue West; which will be implemented in the second quarter of 2016.

Records Unit

The Records Unit is the information repository within the Police Department. In 2015, the unit was 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.

Records Division Contacts: 2013 - 2015			
Task	2013	2014	2015
Case Reports	1,921	1,809	1,867
Accident Reports	1,276	1,301	1,291
Traffic Tickets	4,603	3,439	2,837
Warning Tickets	8,947	6,633	5,691
Ordinance Tickets	8,327	7,125	7,006
False Alarm Letters / Billing	2,641	2,533	2,974
Alarm Permits	128	164	149
FOIA Requests	644	618	728
Records/Background Checks	343	346	339

The Crime Analyst position 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 nine accident investigators and is led by two supervisors. In 2016, the team plans to expand by adding two evidence Community Service Officers (CSOs). The team is 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. Even though they responded to two call-outs in 2015, accident investigators must maintain a high level of skill as related to processing and investigating accident scenes. In 2016, the Department will send two investigators to an Accident Investigation courses at Northwestern University.



Major Accident Investigation Site

Fire Investigation Site



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 2015 for various fire-related incidents. Team members also participated in training courses such as Fire Pattern Recognition, Identification and Certification.

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.



Evidence Team Personnel

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 2015, the team attended a career fair at Lake County Community College. The team was also 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 May 2015, the City of Highland Park, Highland Park Police Department, Community Emergency Response Team, Working Bikes, the Rotary Club of Highland Park/Highwood, and Trek Bicycle Store will hosted the first Highland Park Community Bike Fair in celebration of National Bike Month. The event kicked off with a community ride that travelled along the bike path, bicycle education activities, a bike rodeo and various raffles.



Bike Fair Event

In late July the Highland Park Police Department joined forces with Bannockburn, Deerfield, Lake Forest and Highwood Police Departments to conduct on-going education and enforcement activities pertaining to traffic violations committed by bicyclists and motorists. The initiative took place due to a high number of citizen complaints in reference to illegal bicycle riding behavior on public roadways and motorists passing bicyclists with a distance of less than 3-feet between them. Police officers from the listed communities monitored areas where bicycle activity frequently occurs and education and enforcement was conducted when appropriate.

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 canine. In 2015, the K9 Unit completed 11 drug searches for Highland Park, 4 drug searches for outside agencies, 4 suspect searches, and 7 assist outside agencies calls. They also completed 167 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.

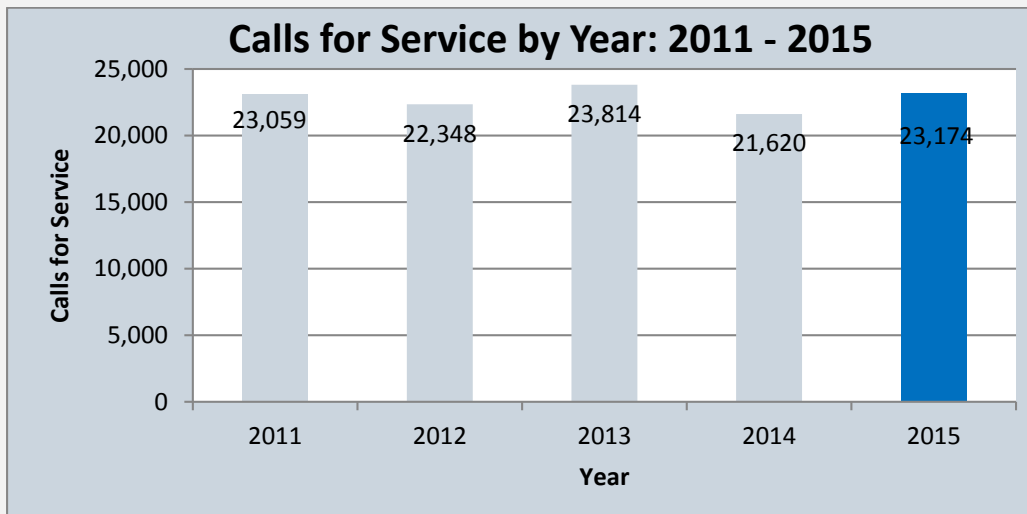
CONTRACTUAL AND AUXILIARY SERVICES

COMMUNICATIONS

2015 was the first full calendar year of operation for the contracted and consolidated communications unit. In order to increase efficiencies, the City of Highland Park, along with the

municipalities of Lake Forest, Lake Bluff and Highwood decided to consolidate their communication operations and have contractual dispatch services provided by the Village of Glenview. This change occurred in August of 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 2015, the communications center received a total of 23,174 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.

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 2015, 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.



POLICE CHAPLAIN

The Police Chaplain program was established to provide spiritual guidance and support to the members of the Police Department as well as members of the community. The chaplain is available to all families regardless of religious affiliation. The chaplain is on-call to assist the Police Department with death or serious injury notifications to families of victims. The position 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.

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 Port Clinton Art Festival and 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.

Highland Park CERT currently has 50 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.

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 2015, the CERT volunteers were called out five 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.

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 three 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



NIPAS Mobile Command Vehicle

tactical incidents. The final component is the Bicycle Response Unit (BRU) which was created in 2015 to supplement the mission of the MFF.

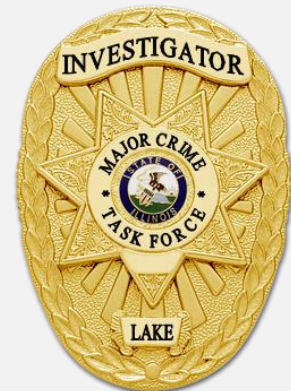
In 2015, the Highland Park Police Department had the opportunity to select an officer to serve on the newly established NIPAS BRU. The Department currently has one officer serving on the Mobile Field Force, one officer serving on the Emergency Services Team and one officer serving on the BRU. During 2015, the EST officer was called out ten times, the MFF officer was called out for three incidents, and the BRU officer was called out twice. 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 2015, there were no ILEAS activations in participating jurisdictions that required a response from Highland Park officers. Comparatively, Highland Park officers responded to three ILEAS activations in 2014 and one activation in 2013.

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 2015, investigators from the Highland Park Police Department participated in eight 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 29 contributing agencies and 7 non-contributing agencies within MCAT. In 2015, the MCAT officer from Highland Park responded to four collision sites, two in outside jurisdictions and two within Highland Park. In December of 2015, a Highland Park patrol officer was assigned to MCAT as a drug recognition officer. In 2016, an additional officer is planned to join MCAT.

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 2015, 19 employees received Chief's Commendations for various acts performed in the course of their duties.

Of note, 17 employees were recognized for their team efforts in identifying a vehicle travelling at a high rate of speed and locating said vehicle after it was involved in a severe accident within the City. Officers immediately rendered medical aid to victims and evidence personnel secured and processed the scene. It was determined that one of the victims was deceased upon officer arrival and another victim was transported to a hospital for fatal injuries. The continuing investigation continued by supervisory staff, detectives, officers and the Major Crash Assistance Team. Eventually, the driver of the vehicle was located and taken into custody. Charges were approved for two counts of Aggravated DUI, two counts of Reckless Homicide and one count of Unlawful Possession of a Stolen Vehicle.

One officer was commended for their design, organization and implementation of the Department's Citizen Police Academy. Lesson plans, selection of personnel for instruction and professionalism led to a highly productive program and solicited positive feedback from participating residents. The program plans to be continued and expanded in following years.



Citizen Police Academy Participants

Another officer was commended for their professional and thorough response to a fatal accident that eventually led to a Major Crash Assistance Team (MCAT) investigation. The Deputy Commander of MCAT applauded the officer and their team for their coordinated response which allowed MCAT to seamlessly step in and proceed with their investigation.

As a whole, members of the Police Department received a total of 251 letters of appreciation from the public in 2015.

Department Medal of Valor & Meritorious Service Awards

In early April of 2015, two officers were presented the Department Medal of Valor and a sergeant and officer were presented the Meritorious Service award. The recipients of the Medal of Valor faced life threatening circumstances and displayed extreme courage while stopping the direct threat in the incident. All personnel that were recognized for the above awards were involved in the same incident that took place in November 2014. The Meritorious

Service recipients assisted in stopping the direct threat and were able to calm the innocent individuals caught in the life threatening situation. The sergeant and officer were also able to secure the scene and provide assistance to the other officers involved in the incident.

INTERNAL AFFAIRS REPORT

In 2015, the Police Department investigated three citizen complaints against members of the Department. The findings of the three investigations are as follows: two sustained and one exonerated. 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.

2015 HIGHLIGHTS

ACCOMPLISHED GOALS

The Police Department set several goals in January 2015 and spent the year working to achieve said goals. The following goals were set and achieved this year:

- Join efforts with the Lake County Opiate Initiative to obtain Naloxone kits.
 - Department sworn personnel were trained and equipped with the kits which are utilized by first responders to reverse the effects of opioid overdoses.
- Codify a collective bargaining agreement with the Officers' labor union.
 - The City and union reached an agreement that covers 2016 through 2018.
- Establish a new Police Officer eligibility list.
 - Worked in cooperation with the City's Human Resources Division and the Board of Fire and Police Commissioners to assist in conducting the test process.
- Acquire and implement a web-based uniform ordering system for department personnel.
 - Obtained the lowest responsible bidder through a Request for Proposals (RFP) process.
- Procure and update equipment for the automated finger print system.
 - The system, Live Scan, integrates with New World Technologies (used for records management and computer aided dispatch services) and trained staff on its use.

- Replace the Department's Conducted Energy Devices (CED) and train sworn personnel on its use.
 - Replacement was needed after previous Taser models were discontinued by the manufacturer.
- Replace fifty percent of the expiring ballistic-vests and reimburse costs through grant funds.
 - An application for a new grant was completed to assist in funding the mandatory on-going replacement program through 2016.
- Conduct focused traffic safety details in school zones, business districts and high frequency traffic complaint areas and residential neighborhoods.
 - A traffic enforcement initiative was scheduled for each quarter and staff collaborated with School District 113 to resolve traffic related concerns of neighbors surrounding Highland Park High School.
- Implement and manage an Illinois Department of Transportation (IDOT) STEP, DUI and seat belt 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 2015 and achievement is expected in 2016:

- 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.
- Upgrade the Robert Reimann Firearms Training Facility.
 - The current firearms facility was built in 1998 and is in need of upgrade and repair to allow training with patrol rifles.
- 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.
- Renew collective bargaining agreement with Sergeant's labor union.
 - The current agreement expired December 31, 2015.

FUTURE GOALS

The Highland Park Police Department has set several new goals for 2016 and hopes to achieve them by the end of the year. The new goals are as follows:

- Procure the services for operation of an automated traffic law enforcement system for the enforcement of red light violations.
 - The Department's previous agreement expired and an RFP was issued in order to negotiate a new agreement with the lowest responsible bidder.
- Conduct a testing process and establish a new Sergeant's eligibility list.
 - Coordinate with the City's Human Resources division and the Board of Fire and Police Commissioners.
- Evaluate products and research legislation as it pertains to Body Worn Cameras (BWCs).
 - BWCs will be mandated in 2018.
- Establish a Crisis Intervention Team (CIT).

- The mission of the team is to assist individuals that require immediate intervention related to quality of life issues.



4th of July Parade

- Evaluate and recommend the purchase of a new portable surveillance camera system.
 - Funding will come from asset forfeiture and seizure.
- Apply, implement and manage an Illinois Department of Transportation (IDOT) STEP, DUI and seat belt safety education and enforcement grant.

- Conduct holiday initiatives using grant money and report results to IDOT.
- Seek alternative funding for the acquisition of a solar powered speed display sign that will be permanently installed on Park Avenue West near Wolters Field.
 - The radar sign will display approaching vehicles speed to improve traffic safety in the area.
- Conduct an inventory of the Department's Portable Breath Testing Devices.
 - To identify units in need of replacement and establish a replacement schedule.
- Conduct a review of the current parking permits throughout the City.
 - In order to identify opportunities to reduce the number of permits for the betterment of the public and support staff.

