

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE POSITION OF
POLICE DEPARTMENT FOIA AUDIO/VIDEO SPECIALIST AND AUTHORIZING
THE ADVERTISING, SELECTION, AND HIRING OF A POLICE F.O.I.A.
AUDIO/VIDEO SPECIALIST AT A SALARY NOT TO EXCEED \$62,500.00
ANNUALLY**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, the Illinois Legislature passed the SAFE-T Act (Public Act 101-0652), which mandates Illinois Police Departments to obtain and utilize officer body-worn camera systems; and

WHEREAS, pursuant to 50 ILCS 706/10-15 the Crest Hill Police Department is mandated to obtain and implement officer body-worn camera systems by 2025; and

WHEREAS, the Corporate Authorities of the City of Crest Hill have previously approved the creation of a F.O.I.A. Audio/Video Specialist position (the "Position"); and

WHEREAS, the Crest Hill Police Department is now ready to purchase and implement officer body-worn cameras; and

WHEREAS, the Corporate Authorities have determined that with the purchase of said equipment, it is necessary and appropriate to create and approve a detailed job description for the Police Department FOIA Audio/Video Specialist to ensure the proper retention, redaction, and dissemination of video and audio footage; and

WHEREAS, the City of Crest Hill had determined that it now needs to find a qualified candidate for the Position who will be able to handle the large volume of digital data which will be generated with the purchase of officer body-worn cameras; and

WHEREAS, the Crest Hill Police Department has determined to post the job description and advertise the position for the purpose of finding and hiring a qualified candidate (a copy of the job description is attached hereto as Exhibit A and fully incorporated herein); and

WHEREAS, the City Council has reviewed the job description and determined that it is acceptable to the City and should be approved; and

WHEREAS, the City Council has determined that it is in the best interests of the City and its citizens to allow the job description to be posted and advertised by the Police Department, and the Chief of Police, and his designees shall be authorized to interview and hire a qualified candidate for the Position at a salary not to exceed \$62,500.00 annually.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all the recitals contained in the preamble to this Resolution are true, correct, and complete and are hereby incorporated by reference thereto and made a part hereof.

SECTION 2: JOB DESCRIPTION APPROVED. The City Council hereby finds and declares that the Job Description for Police Department FOIA Audio/Video Specialist (Exhibit A) should be and is hereby approved in form and substance. Therefore, the City Council hereby authorizes and directs the Chief of Police or his designees to advertise the position and to interview and select a qualified candidate for the position at a salary not to exceed \$62,500.00 annually.

SECTION 3: SEVERABILITY. If any section, paragraph, clause, or provision of this Resolution is held invalid, the invalidity of such section, paragraph, clause, or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

[Intentionally Blank]

PASSED THIS 18TH DAY OF DECEMBER, 2023.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderman Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 18TH DAY OF DECEMBER, 2023.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A