



Agenda Memo

Crest Hill, IL

Meeting Date: 12-11-2023
Submitter: Police Chief Edward Clark
Department: Police Department
Agenda Item: Request to advertise, select, and hire F.O.I.A. Audio /Video Specialist

Summary: In early 2023 the Crest Hill police Department met with the City Council during budget meetings and presented the need for a F.O.I.A. Audio/Video Specialist position, with the addition of body worn cameras. The position was approved as part of the 2023-2024 police budget. The Police Department is now ready to purchase and implement body worn cameras. This position will ensure the proper retention, redaction and dissemination of video and audio footage. The person in this position will need to be methodical and pay great attention to detail. With police operations in the field being a 24-hour endeavor, this position will need to manage a large volume of digital data. The police department feels this position is imperative to the success of this new program. I am asking for your consideration and approval.

Recommended Council Action: Approval of advertisement, selection and hiring of F.O.I.A. Analyst

Financial Impact: \$62,500

Funding Source: Police Budget

Budgeted Amount: \$100,000

Cost: \$62,500 Plus Benefits

Attachments:

F.O.I.A. Audio/Video Specialist