



## Office of the Mayor

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Urbana, IL 61801

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April 25, 2006

Urbana City Council Members Lynne C. Barnes, Brandon Bowersox, Danielle Chynoweth, Robert Lewis, Dennis Roberts, Charlie Smyth, and Heather Stevenson

Dear Council Members,

I am pleased to recommend for your approval the appointment of Michael F. Bily as Urbana Police Chief.

My recommendation is based on a careful consideration of his performance as Acting Police Chief plus exhaustive reviews by panels of citizens, city department heads, police department staff, police chiefs from Champaign and the University of Illinois, as well as the Council.

Mike has worked his way up the ranks. He began as a patrol officer for Urbana in 1984, was appointed Assistant Police Chief in July 2004 and Acting Police Chief in December 2005.

I have always found him to be competent, professional and a pleasure to work with. He has earned the respect and confidence of his fellow police officers as well as civilians in city government and in the general public.

As Mayor and Council we have supported much-needed increases in resources for the Urbana Police Department, and we have put public safety as our top priority for the city. Our emphasis is on neighborhood safety and crime prevention and Mike Bily has been a valuable member of my task forces on Civilian Review and on Neighborhood Safety.

With Mike Bily as Police Chief I am confident we can continue to support our police department working with other city departments and the entire community to find creative solutions to make Urbana a safe and enjoyable home for all our citizens.

Sincerely,

*Laurel*

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## **Michael F. Bily**

2503 Appaloosa Lane, Mahomet, IL 61653

(217) 586-5297

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### **PROFESSIONAL EXPERIENCE**

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Twenty-three years of progressive law enforcement experience with the last twenty-one years serving a diverse community that is home to a large university. Fifteen years of supervisory and management experience in a modern police department of 53 sworn personnel and 13 civilian employees. Expertise in labor relations, officer development, the handling of personnel issues and disciplinary matters, tactical operations, and organizational management.

#### **Labor Relations Experience**

Participated in several FOP contract negotiations, both as a union member and as a member of management. Served as elected Fraternal Order of Police (FOP) President and Treasurer. Skilled in contract administration. Initiated, organized, and participated in numerous successful pre-formal talks with the FOP during the last Urbana contract negotiation. Established and continues to maintain a respectful working relationship with past and current FOP leadership that fosters discussion and resolution on topics of dispute prior to issues reaching the grievance level.

#### **Developing and Recommending Directives and Policies**

As Assistant Chief, worked with the Chief of Police to set the written and un-written policies for all police related activity. Authored, revised or had input in almost all directives currently governing the performance of officers at Urbana Police Department.

#### **Long Range Planning**

Extensive history of developing both short-term planning and long-term planning for the Urbana Police Department.

#### **Responding to Citizen Complaints**

Successfully resolved hundreds of informal and unwritten citizen complaints to the satisfaction of the citizens. Reviewed every patrol-related formal complaint, assigned them for investigation, monitored and redirected the progress of such investigations and ultimately made recommendations for the resolution of the complaint to the Chief of Police. In matters of a more serious nature or that regarding a complaint against a supervisor, would personally conduct the investigation and forward recommendations to the Chief. Appointed to the Mayors task force on Citizen's Police Review.

#### **Conducting Internal Investigations**

Participated in numerous internal investigations pertaining to serious allegations of misconduct by police officers where the range of penalties included the officer's loss of employment.

### **Administering and Overseeing Disciplinary Action**

As the Assistant Chief and as a Lieutenant, have been directly involved in the complete spectrum of disciplinary matters ranging from verbal counseling to unpaid suspension to termination efforts. Excellent record of defusing personnel performance problems through coaching and counseling officers and sergeants. Exceptionally skilled in handling sensitive and serious personnel issues in a tactful, respectful, and constructive manner.

### **Managing Tactical Operations**

Long history of skillfully managing the tactical operations of the patrol division over the past several years as a supervisor and as the former Commander of the Patrol Division. As Assistant Chief and now as Acting Chief, provide oversight for such operations. Served as Senior Hostage Negotiator for the area wide METRO team. Assisted in the resolution of many major incidents.

### **Coordinating Efforts with Other Agencies such as Police and City Departments**

As Assistant Chief, developed positive and productive working relationships with Urbana City department heads and staff. Continued to maintain effective relationships developed as Patrol Division Commander. Built positive relationships with key personnel from other police agencies over the past 21 years. Participated in countless interagency committees over the years and continues to do so today.

### **Training and Development of Officers**

As Assistant Chief, responsible for the training and development of all employees at the Urbana Police Department. As Patrol Commander, directly responsible for the Field Training Program at the Urbana Police Department. Prepared new officers for either entering the Police Training Institute or for direct inclusion into the Field Training Program. Scheduled work hours, assigned training officers, monitored progress and directed the activities of over 65 officers hired at UPD. Scheduled most of the ongoing training for officers in the Patrol Division. Developed and updated performance standards for patrol officers.

### **Budget Administration**

Administers the police department budget of almost \$7,000,000. Performs cost analysis for new projects and expenditures.

### **Organizational Management**

Over 10 ½ years of police management experience as the Assistant Chief and as a Lieutenant. For the past 1½ years, had the responsibility for the management of the Patrol Division, Investigations Division and Services Division. Evaluates the effectiveness and efficiency of the organization structure and makes changes or recommendations. Defines, monitors, and updates critical performance elements of the Urbana Police Department that help ensure standard operating procedures are followed and performance standards are being met.

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## EMPLOYMENT HISTORY

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### CITY OF URBANA, IL

**Acting Police Chief** 12/05 – Present

**Assistant Chief of Police** 7/04 – 12/05

**Lieutenant** 6/95 – 7/04

- ▶ Patrol Division Commander with responsibility for entire patrol division. (8/02 – 7/04)
- ▶ Patrol Team Commander with responsibility for Gold Team (1/2 of patrol). (12/98 – 7/02)
- ▶ Patrol Shift Lieutenant with responsibility for shift (1/3) of patrol. (6/95 – 11/98)

**Patrol Sergeant** 12/90 – 5/95

**Criminal Investigator** 1/89 – 12/90

**Patrol Officer** 11/84 – 1/89

### GIBSON CITY, IL

**Patrol Officer** 9/82 – 11/84

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## EDUCATION

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Governor's State University – University Park, IL

- ▶ Completed 36 graduate level credit hours towards Master of Public Administration (MPA)

University of Virginia – Charlottesville, Va.

- ▶ 9 undergraduate credit hours
- ▶ 6 graduate level credit hours

Western Illinois University – Macomb, IL

- ▶ Bachelor of Science – Law Enforcement Administration
- ▶ Minor – Sociology

Northwestern University – Evanston, IL

- ▶ 18 undergraduate hours

Parkland College – Champaign, IL

- ▶ Associate in Arts – Law Enforcement

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## **AWARDS and PROFESSIONAL ASSOCIATIONS**

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Urbana Police Officer of the Year – 1992

Illinois Tactical Officers Association

Northwestern University Center for Public Safety Alumni Association

Illinois Association of Chiefs of Police

International Association of Chiefs of Police

FBI National Academy Associates

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## **TRAINING**

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To date has successfully completed **over 2,600 hours** of on-going Law Enforcement training including a wide variety of pertinent topics related to: Cultural Diversity, Supervision and Management, Leadership, Terrorism, Community Policing, Police Tactics and Hostage Negotiations, Police Oversight, etc. (A complete listing and copies of certificates are available upon request.)

**10/4/82** - Certified as an Illinois Law Enforcement Officer through the successful completion of the 400-hour basic PTI training.

**11/12/01 – 03/15/02** Successfully completed the 400-hour Northwestern University Center for Public Safety “School of Staff and Command”. Elected class officer.

**1/8/05 – 3/18/05** – Attended the FBI National Academy in Quantico, Virginia.

**12/11/05 – 12/14/05** – Attended the National Organization for Police Oversight of Law Enforcement (NACOLE) Conference.