



Office of the Mayor

Laurel Lunt Prussing

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May 11, 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 Patrick Connolly as Urbana Assistant Police Chief.

I am attaching a memo from Chief Bily which recommends the appointment of Lt. Connolly along with Lt. Connolly's resume for your review.

With Patrick Connolly as Assistant 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

Urbana Police Department Memorandum

TO: Mayor Laurel Lunt Prussing

Date: May 9, 2006

FROM: Chief Michael F. Bily

RE: Assistant Chief of Police recommendation

After much thought and consideration I am recommending Lt. Patrick Connolly to be appointed to the position of Assistant Chief of Police. Lt. Connolly has served with distinction at the Urbana Police Department since March of 1988. He currently holds the rank of Lieutenant and serves as the Patrol Commander for the entire Patrol Division. His police related knowledge, training and experience are extensive, making him well qualified to serve as Assistant Chief of Police. Lt. Connolly is a dedicated professional that shares my vision for a progressive community oriented police department. I have attached his resume for your information.

I would also like to take this opportunity to further inform you about the other two Urbana Police Lieutenants who interviewed but were not chosen for this position. Lt. Mike Metzler (the Criminal Investigations Commander) and Lt. Kent Jepsen (the Services Division Commander) are both long term, dedicated employees for this City who also have impressive resumes. We are very fortunate to have officers of this caliber working at the Urbana Police Department. I have attached their resumes for your information as well.

May 3, 2006

Michael Bily
Chief of Police
City of Urbana Police Department
400 S. Vine
Urbana, Illinois 61801

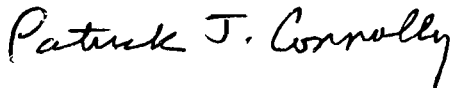
Dear Chief Bily,

First and foremost I want to express my sincere appreciation for having the opportunity to apply for the position of Assistant Chief of Police. I know this will be a difficult decision because each of the applicants brings with them a wealth of knowledge and experience.

I can state, without reservation, that if selected for this position, I will diligently strive to work with you, and other members of the city, to improve the police/ community relationship. I feel that my organizational skills, ability to work with and communicate with members of this diverse community and my commitment and loyalty to you and this department will all help achieve that goal.

I am confident that your decision will be in the best interest of the department and to the members of this community. I look forward to this new challenge and sincerely thank you for considering me for this position

Respectfully Submitted,



Patrick J Connolly

Patrick J. Connolly

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Champaign, IL, 61821
217-351-8259
connolpj@city.urbana.il.us

Summary

Twenty-eight years in the criminal justice career field. Almost eighteen years in a supervisory capacity. Within the Urbana Police Department I have either supervised or participated in virtually every division including Patrol, Criminal Investigations, Canine, METRO/SWAT Services and Records. Strengths include organization skills, ability to communicate and interact with a diverse group of individuals, and leadership ability.

Professional Profile

Knowledge of modern police administration, policies, procedures

- As the Commander of the METRO/SWAT team, I was responsible for developing the operational guidelines, training standards and deployment strategies for the twenty-seven officer team.
- Developed a comprehensive Use of Force Review project that identified, categorized, and analyzed all reports involving force. This project also required that I compile the information and develop training strategies as a result of the findings.
- Developed Mobile Field Force training program for all Champaign County officers.
- Developed the policies and protocol for Region Seven Weapons of Mass Destruction Team.
- As the Patrol Division Commander, I was responsible for updating and developing new policies within the patrol division. An example of updated or newly developed policies include the in-car camera system, the Citizen Complaint process, and the canine unit.
- As the Supervisor of the Intensive Probation Supervisor Program, I was responsible for the development of the operational policy and procedure manual (including the development of all tracking forms).
- As a Special Agent with the Air Force Officer of Special Investigations Narcotics Unit, I supervised an eight officer covert narcotics team and was responsible for development of the operational goals, policies and practices for the newly developed unit. Under my supervision the team was recognized throughout Southern California and Nevada as one of the most productive units in the Region.

Experience forming and maintaining positive working relationships

- As a representative of the Urbana Police Department, I have presented hundreds of drug education and awareness programs throughout the county including Champaign County schools, Citizen Police Academies, Senior Citizen Homes and through the campus community.
- As a Probation Officer, I worked with every judge, State's Attorney, most defense attorneys and numerous local, state and federal police officers.
- As the coordinator of the Neighborhood Watch program, I met with and provided training to social groups such as Rotary, schools organizations and many neighborhood associations.

Knowledge of laws, ordinances, court cases

- I have been an adjunct instructor at the University of Illinois Police Training Institute since 1993 and have taught consent searches, drug identification, drug laws and prosecution preparation for thousands of students. I routinely receive the most current case law available to the law enforcement community.
- My experience as the supervisor of the Criminal Investigations Division and my fourteen plus years as a covert narcotics officer demonstrate my ability to adapt the law to the situation.

Knowledge of principles of interrogation and criminal investigation

- One example of my ability to conduct thorough and complete interrogations include my being awarded the department's commendation award for obtaining two confessions in a double murder investigation. My involvement in numerous high profile criminal investigations, including the lead investigator in two police related incidents involving a shootings and an in-custody death, demonstrate additional ability in this area.

Knowledge of municipal budging procedures

- As the commander of the METRO/SWAT team, I have been responsible for maintaining the annual budget as well as the encumbered accounts. As the Supervisor of the Narcotics Unit, I was responsible for maintaining a \$100,000.00 working budget including official advanced funds for up to fifteen special agents.

Knowledge of personnel administration, labor relations, collective bargaining

- As the Services Division Commander, I was the police management representative for the AFSME contract. As the Patrol Division Commander, I work with union representatives concerning contact issues on almost a daily basis.

Experience meeting with public officials and general public, and presenting ideas orally and written

- As a representative of the Champaign County criminal justice community for the past twenty-two years, I have developed numerous professional and personal relationships with members of the community. I have been asked to speak at numerous community, educational and religious venues and as the Patrol Division Commander I pride myself on having the ability to resolve citizen concerns at their lowest level.
- Written presentations included an in-depth review of celebratory violence presented to U of I officials as well as the Chinese Delegation to the Olympic Committee. I also represented the United States of America at an international drug conference held in Ukraine. Other examples include the presentation of complicated multi-jurisdictional serious use of force incidents that were presented to various levels of state and local government officials.

Experience planning, directing, and controlling varied police operations

- During the University of Illinois' men's basketball team's historic run for the 2004-2005 NCAA final four, I was responsible for the development of the multi-agency operational plan.
- As a narcotics supervisor, I was responsible for the development, case management and courtroom preparation of long-term multi-target operations. These investigations, sometime lasting up to five months, resulted in near perfect conviction rates.
- Coordinated police efforts for numerous community events including parades, festivals and University of Illinois sporting events.

Experience preparing work analysis and technical reports

- Collected and summarized all training and activations for METRO/SWAT callouts.
- Prepared the first IDOT annual report for the racial profiling traffic study.
- Prepared annual reports for investigations, patrol and canine accomplishments.
- Detailed budget increase request for METRO/SWAT.
- Prepared comprehensive statistical data for presentation at International Drug Conference in Ukraine.

Experience developing training Instructional materials

- Provided detailed training program for Police Training Institute.
- Was requested to present a training program to a large delegation of representatives from Beijing, China who were preparing for the Summer Olympics in 2008.
- Developed the Operational Guidelines for METRO/SWAT.
- Developed the investigative guidelines for Serious Use of Force Incidents.
- Developed Mobile Field Force Training criteria for all Champaign County law enforcement agencies.

Work History

Jan. 2005 – Present, Lt. – Patrol/Street Crimes, City of Urbana, Urbana, IL

Nov. 2002 – Jan. 2005, Lt. – Support Services, City of Urbana, Urbana, IL

Jan. 1997 – Nov. 2002, Sgt. – Criminal Investigations, City of Urbana, Urbana, IL

Jul. 1994 – Jan. 1997, Sgt. – Patrol, City of Urbana, Urbana, IL

Jun. 1990 – Jul. 1995, Inv., Illinois State Police, Champaign County, IL

Mar. 1988 – Jun. 1990, Patrol Officer, City of Urbana, Urbana, IL

Feb. 1983 – Mar. 1988, Supervisor, Probation/Court Services, Urbana, IL

Military History

Oct. 1976 – Mar. 2003, Special Agent Air Force Officer of Special Investigations (Seven years active duty, seventeen years Air Force Reserve.)

Throughout my career I participated in over five-hundred narcotics investigations both in a cover capacity and as case manager. Responsible for supervising an eight-officer team whose primary focus was long term covert narcotics suppression. Provided protective services for numerous foreign and high ranking diplomats including King Hussein from Jordan; U.S. Astronauts associated with the first five Space Shuttle Projects; and President Ronald Reagan. I was also assigned to a counter Terrorism Team responsible for monitoring the activities of enemies of the United States.

Education

Eastern Illinois University, Charleston, IL

- Bachelor of Science, Occupational Education
- Minor – Sociology

Community College of the United States Air Force, Riverside, CA

- Associate of Arts, Law Enforcement

Northwestern Staff and Command School, Evanston, IL

- 18 undergraduate hours

Training

Completed over 3,000 hours of specialty or on-going training (certificates available upon request) in fields of Police, OSI, and Probation

Nov. 2001 – Mar. 2002, Successfully completed the 400-hour Northwestern University Center for Public Safety School of Staff and Command course and was elected Class President.

Mar. 1988, Certified as an Illinois Law Enforcement Officer through successful completing the 400-hour basic Police Training Institute class.

May 1984, Administrative Office of the Illinois Courts...Division of Probation and Court Services Basic Probation Course 80 hours.

April 1980, Air Force Office of Special Investigations Basic Academy, Washington D.C. 600 hours.

Sept. 1979, U.S. Air Force Non-Commissioned Officer's Leadership and Management Course (200 hours), Alabama.

Professional Organizations

OSI Retired Agent Association
Illinois Tactical Officers Association
National Tactical Officers Association
Northwestern University Center for Public Safety Alumni Association
Fraternal Order of Police
Police Training Institute Alumni Association

Awards and Professional Associations

U.S. Air Force Commendation Medal (3)
U.S. Air Force Meritorious Service Medal (2)
Air Force Achievement Medal
Global Terrorism Medal
Urbana Police Department Officer of Year 1994 and 1998
Urbana Police Department Commendation Medals (2)
Illinois State Police Task Force Narcotics Officer Award 1993
Special Agent of the Year (3)