

Re: Auxiliary Officer Ordinance

Dear Chief Administrator:

It is our understanding that your municipality wishes to establish an auxiliary police force. In accordance with the governing statutes, a municipality may utilize auxiliary officers only upon consent of the corporate authorities. In such circumstances, the establishing ordinance must be provided to the ILETSB and should contain the following:

- A description of the limited duties such auxiliary officers will have,
- (Public Act 94-984, directions to site follow)
- A description of the qualifications one must possess to become an auxiliary officer (Hiring Standards) Example: 21 years of age, education requirement, valid driver's license, no prior convictions, etc.
- Whether or not the auxiliary officer must be a resident of the municipality, and,
- A statement that these officers must be trained in accordance with ILETSB mandatory firearms requirements,
- Whether or not the auxiliary officer is intended to have Conservator of the Peace Powers.

Additionally, the ordinance must indicate that it was properly executed; therefore, we request all ordinances establishing auxiliary officers contain the following:

- The name of the municipality,
- The date the auxiliary ordinance is approved,
- A reference to the record vote approving the ordinance, and,
- The signature of an administrator verifying the entry of the ordinance.

Please refer to the Board's Statement of Policy on Auxiliary Officers issued October 11, 2006 for guidelines and implications regarding Conservator of the Peace powers. The Statement of Policy on Auxiliary Officers can be found on the Board's web-site www.ptb.state.il.us under the mandates link. Screen down to Auxiliary Officers title for review of the Public Act 98-984.

Using these elements as guidelines, please prepare the village's auxiliary ordinance and direct the executed version to our attention after adoption. Should your agency already have an approved adopted auxiliary ordinance which meets the above guidelines, please forward a copy of the document to the Board office.

Please feel free to contact Jan Allen or myself if you have any questions.

Very truly yours,

John R. Keigher
Board Legal Counsel