

2023
PROPERTY AND EVIDENCE UNIT
ANNUAL REPORT



Prepared By:
CSO Laura Montbriand #398

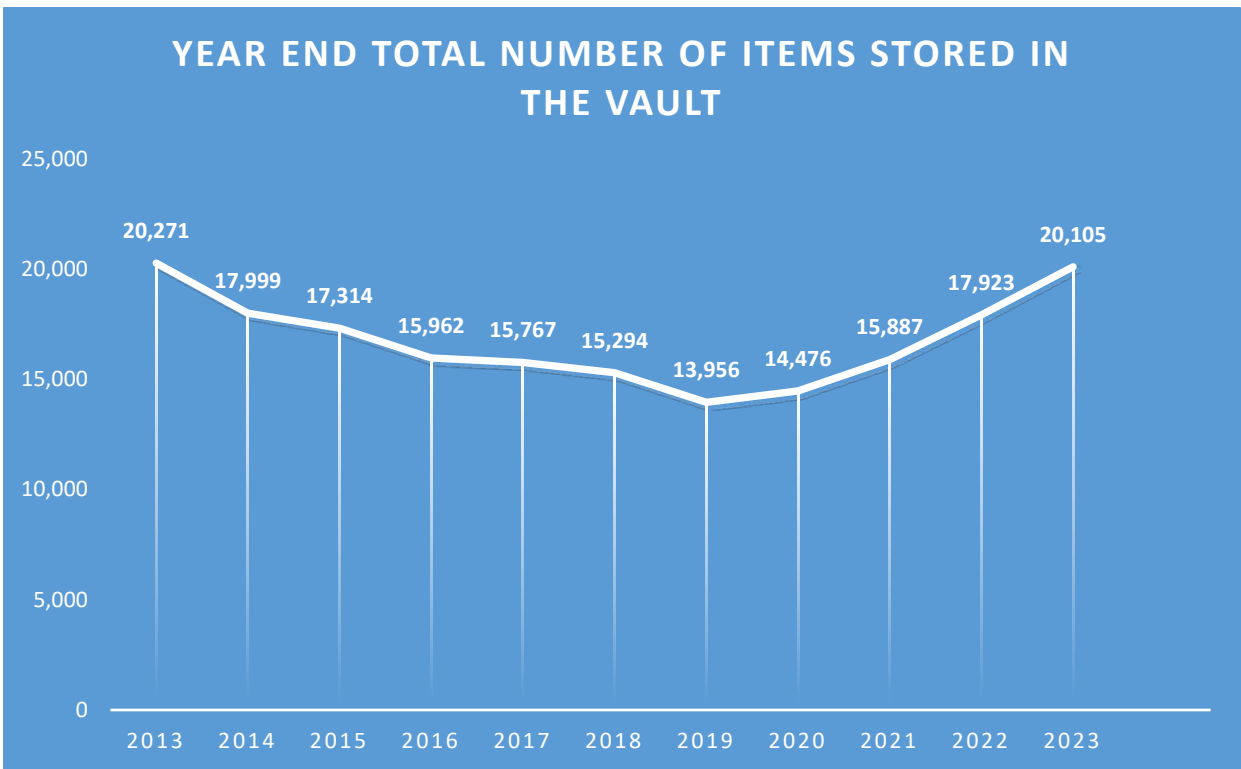
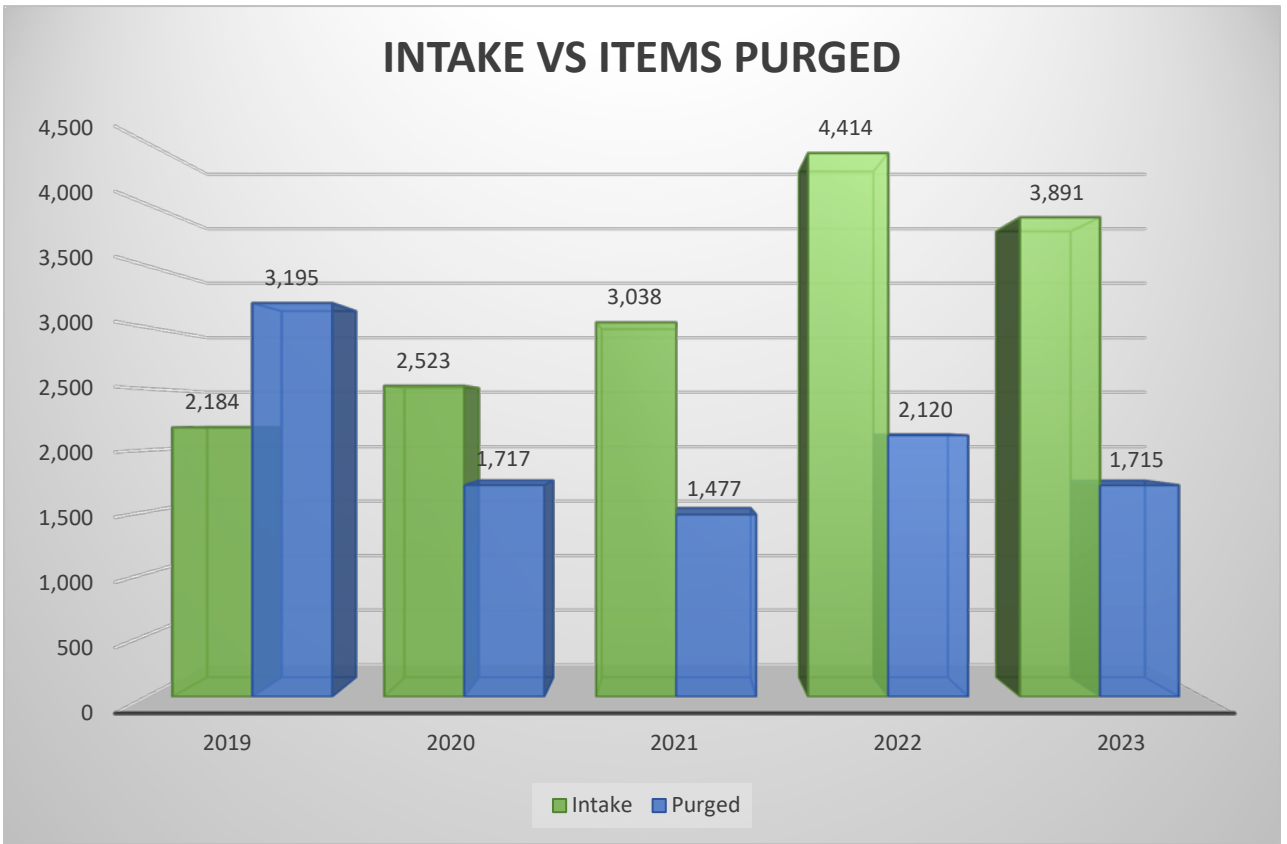
PROPERTY AND EVIDENCE UNIT PERSONNEL

The following personnel are assigned to the Evidence Unit:

CSO Laura Montbriand #398
CSO John Gilpin #396
CSO Joanne Sampson #419

EVIDENCE YEARLY TOTALS

Cases Received (including supplemental reports)	1,573
Items Received	3,891
Destroyed	1,552
Returned to Owner	163
Auctioned	0
Submitted to Lab	156
Returned from Lab	157
Firearms Received	66
• 45 Handguns	
• 16 Rifles	
• 2 Shotguns	
• 3 Rifle Shotgun Combination	
Items stored in the vault as of 12/31/23	20,105



REQUESTS FOR EVIDENCE/ANIMAL TRAPS

Requests for Evidence – State’s Attorney Requests, FOIA, Subpoena, etc.	1,254
Electronic Media Copied or Uploaded to State’s Attorney’s Office	1,831
Electronic Evidence Entered by Evidence Personnel	942
Electronic Evidence Uploaded to the Village Network	20,023
Traps Loaned to Citizens	1

TRAINING/MEETINGS

On June 15, CSO Gilpin, CSO Montbriand and CSO Sampson attended the annual BEAST user’s meeting in Hoffman Estates.

UNUSUAL/SIGNIFICANT EVENTS

On January 18, Officer Zajdel was assigned to assist in evidence while on light duty.

On February 9, the annual audit was completed with Sergeant Pope.

EQUIPMENT/MAINTENANCE

On January 30, items stored on the network/EVM were copying slowly. IT was able to determine a switch was bad and made arrangements for the necessary repairs.

On April 11, the key fob panels were not working. Les Miller made repairs by replacing a key fob panel that was causing the issue.

On May 1, Door Systems completed the annual garage door inspection. No repairs were needed.