

Champaign Police Department  
82 E. University Avenue  
Champaign IL 61820  
(217) 351-4545  
Fax (217) 403-6904  
www.ci.champaign.il.us



**MEMORANDUM**

TO: Officer Matthew Rush  
FROM: Lieutenant Dave Shaffer *DS 403*  
DATE: June 18, 2014  
RE: Missing / Incomplete reports

Please allow this memorandum to serve as official notice of the following:

You are hereby ordered to report to Lieutenant Swenson at the Champaign Police Department on Thursday; June 19, 2014 at 0900 hours in business casual attire.

During this time, you are hereby ordered to complete and submit for approval the missing and/or incomplete Champaign Police Department reports contained in Attachment "A" of this document.

Failure to adhere to this order(s) will result in disciplinary action. If you have any questions, please contact Lieutenant Shaffer or Lieutenant Swenson.

**ACKNOWLEDGMENT**

I, hereby acknowledge receipt of the above written order.

*Matthew Rush 7/14*  
\_\_\_\_\_  
Officer Signature

*06/18/14*  
\_\_\_\_\_  
Date

## ATTACHMENT A

### 2014

C14-0473 (Theft): In Field Reporting, hasn't been submitted for approval  
C14-1120 (Transport): Report is missing  
C14-1556 (Meet Complainant): Report is missing  
C14-2825 (Theft): In Field Reporting, hasn't been submitted for approval  
C14-3295 (Fight): Report and NTA missing  
C14-3478 (Burglary): In Field Reporting, hasn't been submitted for approval  
C14-3958 (Runaway): Incomplete in Field Reporting  
C14-4537 (Domestic): Possibly canceled, disposition on dispatch ticket is No Report

### 2013

C13-3959 (Battery): In Field Reporting, hasn't been submitted for approval  
C13-4787 (Domestic): In Field Reporting, hasn't been submitted for approval  
C13-6897 (Criminal Damage): In Field Reporting, hasn't been submitted for approval  
C13-8593 (Theft): In Field Reporting, hasn't been submitted for approval  
C13-9225 (Theft): Incomplete in Field Reporting  
C13-10267 (Burglary): Incomplete in Field Reporting  
C13-11361 (Domestic): In Field Reporting, unable to determine if it's finished.  
\*C13-12361 (Fight): In Field Reporting, hasn't been submitted for approval

\*\*C13-12361 is approved and present in Records



Swenson, Jon &lt;jon.swenson@ci.champaign.il.us&gt;

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## Information Sharing and Documentation

5 messages

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**Swenson, Jon** <jon.swenson@ci.champaign.il.us>

Thu, Jun 19, 2014 at 12:07 PM

To: "Cobb, Anthony" &lt;anthony.cobb@ci.champaign.il.us&gt;, Lori Bluhm &lt;lori.bluhm@ci.champaign.il.us&gt;, Matthew Roeschley &lt;matthew.roeschley@ci.champaign.il.us&gt;, David Shaffer &lt;david.shaffer@ci.champaign.il.us&gt;

During Officer Rush's pre-disciplinary hearing yesterday afternoon, he was given a verbal order to report to work at 0900 on June 19 (this morning) to complete approximately 15 reports that were pending.

Following the pre-disciplinary hearing, Officer Rush was given a written order to report to work at 0900 hours on June 19. Officer Rush signed and acknowledged that order.

At 1409 hours on June 18, Officer Rush sent me a text message asking that I call him. I called him back at approximately 1500 hours. That call was made from my office and placed on "speaker" so that it could be witnessed by Lt. Shaffer, who happened to be in my office at the time. During the phone call Officer Rush asked me if he could report for work at 0800 hours on June 19. Officer Rush then explained that he had previously arranged to pick his fiance up from Midway Airport at approximately 1800 hours on June 19. I told Officer Rush that he could report to work at 0830 hours on June 19.

Today, June 19, Officer Rush failed to report to my office at 0830 as directed. When he didn't show on time I searched the building and could not locate him. I also had Lt. Shaffer check the parking lot for Officer Rush's personal vehicle. That search was also unsuccessful.

At 0905 hours Officer Rush arrived at the door to my office. I immediately asked him, "Matt, what happened to 0830?" He replied, "I was sick again this morning." I then informed him that the proper course of action would have been for him to notify me that he was going to be late. He then apologized for not calling me and for his tardiness.

In follow up, I informed Officer Rush that I "sincerely hoped that his illness had nothing to do with the consumption of alcohol." Officer Rush denied that he had been drinking, and during our contact(s) this morning I neither detected an odor of alcohol nor developed no reason to suspect that he had been drinking recently.

Later this morning, at approximately 1130 hours, Officer Rush reported to my office and stated that he had completed all but 2 of the reports on the list of incomplete reports that was provided to him. He then asked if he could leave for the day so that "he could pick his fiance up from the airport at 1500 hours." He further indicated that he was mistaken about the time of arrival of his fiance's flight when we spoke the previous afternoon.

Officer Rush was released from work at 1135 hours this morning. At that time he I asked him what time he would be able to report to work on June 20. He indicated that he was spending the night in Chicago this evening and asked if he could report to work at 0900 hours on June 20. I authorized him to do so but also told him that I expected to be notified in advance in the event that he was running late tomorrow.

If there are any issues with him reporting to work on time tomorrow I will document them and let all of you know.

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**Cobb, Anthony** <anthony.cobb@ci.champaign.il.us>

Thu, Jun 19, 2014 at 12:07 PM

To: jon.swenson@ci.champaign.il.us

I will be out of the office until Monday, June 24, 2014. I will have limited access to email and I can be reached by cell phone. If you need assistance prior to my return please contact Mary Mullen at (217)

403-6907.

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\*Anthony D. Cobb\*

\*Anthony D. Cobb \* | Chief of Police | City of Champaign  
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217-403-6907 | 217-351-4545 (front desk) | 217-403-6924 (fax)  
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Facebook at [Facebook.com/ChampaignPD](https://www.facebook.com/ChampaignPD) or Twitter @ChampaignPD

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**Anthony Cobb** <[anthony.cobb@ci.champaign.il.us](mailto:anthony.cobb@ci.champaign.il.us)>  
To: "Swenson, Jon" <[jon.swenson@ci.champaign.il.us](mailto:jon.swenson@ci.champaign.il.us)>

Thu, Jun 19, 2014 at 12:23 PM

What are his RDOs? Did we place him on a M-F schedule?

Sent from my iPhone  
[Quoted text hidden]

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**Jon Swenson** <[jon.swenson@ci.champaign.il.us](mailto:jon.swenson@ci.champaign.il.us)>  
To: Anthony Cobb <[anthony.cobb@ci.champaign.il.us](mailto:anthony.cobb@ci.champaign.il.us)>

Thu, Jun 19, 2014 at 12:39 PM

His normal RDOs were Tue/Wed/Thur so he would have been expecting to be off before this all came about.

In terms of his orders yesterday, we only ordered him in for today. We were expecting him to be able to wrap everything up in one shift.

He just isn't showing a great deal of maturity or giving the appearance that his job is a high priority right now.

Sent from my iPhone  
[Quoted text hidden]

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**Swenson, Jon** <[jon.swenson@ci.champaign.il.us](mailto:jon.swenson@ci.champaign.il.us)>  
To: "Cobb, Anthony" <[anthony.cobb@ci.champaign.il.us](mailto:anthony.cobb@ci.champaign.il.us)>, Lori Bluhm <[lori.bluhm@ci.champaign.il.us](mailto:lori.bluhm@ci.champaign.il.us)>, Matthew Roeschley <[matthew.roeschley@ci.champaign.il.us](mailto:matthew.roeschley@ci.champaign.il.us)>, David Shaffer <[david.shaffer@ci.champaign.il.us](mailto:david.shaffer@ci.champaign.il.us)>

Fri, Jun 20, 2014 at 11:17 AM

Officer Rush contacted me by text this morning to inform me that he was running behind and would be unable to report to work as scheduled today. He did, however, volunteer to come in late this afternoon. Since I am not planning to be here much beyond 3pm, I directed him to report to my office at 0830 on Monday.

Officer Rush has 3 reports left to complete and it should take him no more than a couple hours to do so.  
[Quoted text hidden]





Swenson, Jon <jon.swenson@ci.champaign.il.us>

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## Officer Rush / Shcedule

message

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**Swenson, Jon** <jon.swenson@ci.champaign.il.us>  
To: Teri Weems <teri.weems@ci.champaign.il.us>  
Cc: David Shaffer <david.shaffer@ci.champaign.il.us>  
Bcc: "Swenson, Jon" <jon.swenson@ci.champaign.il.us>

Thu, Jun 19, 2014 at 11:38 AM

Teri,

For payroll purposes, Officer Rush was here from 0905-1135 today. He will be back in tomorrow, but probably for less than an hour.

I will let you know the exact times that he was in after he completes his work tomorrow.