

## MISSION STATEMENT

The purpose and function of the City of Warren Crime Commission shall be to bridge the gap between law enforcement, city council, government and the community.

# WARREN CRIME COMMISSION MEETING MINUTES November 05, 2025

**MEMBERS PRESENT:**

**EX-OFFICIO MEMBERS:**

Najim Ahmed	Y		Sumon Kobir	Y		Caitlin Murphy	Y	
Tracy Alama	Y		JD Marshall	Y		Dave Dwyer		N
Tracy Antrikin	Y		Rex Marshall	Y		Henry Newnan		N
Zsa-Zsa Booker		N	Angela Middleswart	Y		Melody Magee		N
John Harrison	Y		Kayla Porvaznick	Y		Capt. Houtos	Y	
Jay Jackson	Y		Mike Riley	Y		Executive Lt. Booton		
						PC Hawkins		
						Mayor Stone		
						Candice Mayer		

**CALL TO ORDER:** Commissioner Middleswart called the meeting to order at 6:00 pm.

**PLEDGE OF ALLEGIANCE:** Commissioner Ahmed led the attendees in the Pledge of the Allegiance.

**APPROVAL OF MINUTES:** A motion by Commissioner Riley, seconded by Commissioner J-Marshall to approve the Minutes. The motion passed unanimously.

**APPROVAL OF AGENDA:** A motion by Commissioner R-Marshall, seconded by Commissioner Kobir to approve November’s Agenda, with discussion from Commissioner Riley. Commissioner Riley would like to add to New Business – Candy and Thank you card. The motion passed unanimously.

**PUBLIC MEETING:** Mr. Pulice attended tonight’s meeting tonight to discuss issues with his neighbor.

Ms. Bournias stopped by to alert the Crime Commission that there are fraudulent dogs and Canine Companions is not one of them.

Ms. Ludwig attended tonight’s meetings with issues concerning her condo association.

Ms. Waske stopped by from CARE to introduce herself and drop off flyers and business cards.

Ms. Rinky attended tonight’s meeting to see what goes on.

Mrs. Palowoda stopped by to update the Crime Commission about her Trunk n Treat and her Neighborhood Watch program.



**CORRESPONDENCE:** Commissioner Middleswart stated that Commissioner Porvaznick has decided to move on and will be leaving the Crime Commission. Assistant City Attorney Murphy stated that nominations should be done at the next meeting. Commissioner Middleswart asked Assistant Secretary Martin to add Nominations for Treasurer under New Business for December.

Commissioner Middleswart also mentioned that Commissioner Middleswart will not be running for Chairperson for the 2026-2027 calendar year.

**CAPTAIN HOUTOS'S REPORT:** Captain Houtos reviewed the current crime trends in the City of Warren.

**CITY COUNCIL EX-OFFICIO REPORT:** None.

**TREASURER'S REPORT:** Commissioner Porvaznick distributed October's Treasurer's Report. For Current Written Purchase Orders, we have the following: Quick Made Trophy which was submitted in September and Amazon which was submitted in October. Under Current Encumbrances we have the following: Office Depot, Quick Made Trophy and Contractual Services. Spending for October consists of: DTE, City of Warren Water, Consumers Energy, The Gazebo and K2 Awards. Motion by Commissioner R-Marshall, seconded by Commissioner Jackson to approve October's Treasurer's Report. The motion passed unanimously.

**CHAIRPERSON'S REPORT:** None.

**UNFINISHED BUSINESS:**

**Bulk Mailing / Pamphlets:** Commissioner Riley stated that he has sent Ms. Cayton and Ms. Montalto several emails. They forget what he wants. Commissioner Riley explains it again; then hears nothing back. Commissioner Riley is asking for assistance. Commissioner Antrikin asked Commissioner Riley to send her the information and she will help get some answers.

**Crime Commissioner Appreciation Dinner:** Commissioner Middleswart stated it was a good turnout. We have some time, but we will have to discuss how we want to handle next year's event.

**Police Youth Training:** Commissioner Jackson has nothing new to report. Sterling Heights Police Department is making some internal changes. Captain Houtos is talking to Chesterfield's Police Department.

**Embroidery Hats:** Commissioner Porvaznick stated that it is on hold.

**Harvest Treat:** Commissioner R-Marshall stated that it was a good turnout, ton of kids. We have a couple of unopened bags of candy and what is left in the pumpkin bucket. After a brief discussion it was decided that the remaining bags of candy will be divided between Treats for Troops and Motor City Mitten Mission. Commissioner Antrikin will drop the bags off to Treats for Troops Schuster Dental. Commissioner Porvaznick will drop the bags off to Motor City Mitten Mission.

**Bike Lane Rules:** Commissioner Porvaznick received two quotes; one for a 250 count and another for a 500 count. After a brief discussion, Commissioner Porvaznick stated she will get more quotes.

**NEW BUSINESS:**

**December Senior Seminar:** Commissioner Middleswart stated that we will need about 90 to 100 bags. We have about 40 bags left over from the last Senior Seminar. The event is Wednesday, December 10th. We set up around 10 am and it starts around 11 am.

**Goodie Bags:** Commissioner Middleswart stated that since we are going to do the Senior Seminar, we will need to schedule an evening to do the goodie bags. After a brief discussion it was decided that the Commission will get together on Monday, December 8<sup>th</sup> at 6 pm at the Crime Commission building.

**Shop with a Hero – Police / Fire:** Commissioner Middleswart mention that the Police Department will be having two Shop with a Hero events. The first one will be held on Tuesday, December 9<sup>th</sup> at 6:30 pm at the Meijer located at 12 Mile and Mound. The second one will be held on Tuesday, December 16<sup>th</sup> at 6:30 pm at the Meijer located at 10 Mile and Schoenherr. The Fire Department has not reached back to us as of yet.

**Holiday Breakfast:** Commissioner Middleswart asked everyone to check their calendars for our annual Holiday Breakfast. After a brief discussion it was decided that it will be at National Coney Islands on Sunday, December 14<sup>th</sup>. Commissioner Jackson will confirm the time at December's meeting.

**Winter Warming Drive:** Commissioner Middleswart is already receiving phone calls asking if the Crime Commission will be placing boxes out for distribution. Commissioner R-Marshall has spoken to Carolyn, from the Warming Center and St. Margarets of Scotland, and they welcome our donations. After a brief discussion it was decided that we will be placing two boxes at the Community Center, one box at City Hall Library, one box at Lincoln High School and one box at Lincoln's Middle School. We potentially might be able to drop boxes off at Warren Mott and Warren Cousino. Commissioner R-Marshall will stop by ABC Warehouse and ask for some empty refrigerator boxes.

**Candy and Thank You Note:** Commissioner Riley mentioned that Jewell Grier, from CERT, donated two big bags of candy for the Crime Commission's Harvest Treat. I would like it if the Crime Commission would acknowledge the candy and send her a thank you card. Assistant Secretary Martin stated that if Commissioner Riley emailed her with Ms. Grier's address, she will make sure Ms. Grier gets a thank you card.

**COMMITTEE REPORTS:**

**Media Awareness Committee:** Commissioner Harrison spoke with Ms. Cayton and they have decided to do a Public Service Announcement. Each week we can have a different topic. We can have a different person covering a specific topic. TV Warren can record our meetings and have segments televised. Ms. Cayton and staff would need from the Crime Commission the contents for the Public Service Announcements decided and prepared prior. We would need one weeks' worth of

information. TV Warren would take that information and spread it over a four-week period. We have created a QR Code, located at the bottom of the agenda. When you use your cellphone, it will take you to the Crime Commission website under the City of Warren. Any other ideas should be emailed to the Media Awareness Committee.

**Roundtable:**

Ahmed: Nothing further to report.

Porvaznick: Nothing new to report.

R-Marshall: Nothing further to report.

Harrison: Nothing new to report.

Kobir: I would like to introduce Ms. Rinky to Commissioner Booker.

Riley: Nothing further to report.

J-Marshall: Nothing new to report.

Antrikin: Nothing further to report.

Middleswart: Nothing new to report.

Murphy: Nothing further to report.

Martin: Nothing new to report.

Houtos: Nothing further to report.

Alam: Nothing new to report.

Jackson: Watch out for those dog scammers. We were interested in a dog. Asked the owner for the dogs' papers. He could not produce the papers. Told the owner to meet me at the Police Department, he never showed up.

**ADJOURNMENT:**

A motion by Commissioner Antrikin, seconded by Commissioner Jackson to adjourn the meeting at 7:40 pm. The motion passed unanimously.

**Our next Meeting will be on December 03, 2025 @ 6:00 pm. at the Warren Community Center – Cafeteria – 5460 Arden (Chicago/14) (West of Mound).**

**Commissioner Jackson has housekeeping duties for the month of December.**

Respectfully submitted,  
Michele Martin - Secretary's Assistant