



**ILEAS Board Meeting  
May 1 & 2, 2003  
Crowne Plaza Hotel  
Springfield, Illinois**

**Meeting Attendees**

Jeffrey Bock, David Owens, Jim Leucking, Michael DeVoss, Matthew Tobias, Roger Scott, Gary Satterlee (for Darrell Turcol), Brent Fischer, Stuart Erlenbush, John Zaruba, Jeff Chudwin, Terry Dove, Mel Messer, Donald Bennett, Pete Smith, Gary Stryker, James Finley, and Mike Chamness. Guests included: Robert Shay, Terrorist Expert, FBI, Richard A Woods, Lt.Col. ISP, Rick Hector, M/Sgt, ISP., Kevin Eack, Insp., ISP., and Jerry Cormier, RICP.

**Meeting called to order by V.P. Smith at 1:08 p.m.**

- Motion to accept minutes of March, 2003 by John Zaruba, 2<sup>nd</sup> by Jeff Chudwin. Voice vote carried.

**Guest Speaker**

- Agent Shay had a PowerPoint presentation re "Terrorism/Terrorists in Central Illinois". Groups and individuals, domestic and international were discussed and the various initiatives the FBI are developing or are currently in place. JTTF's are one of the initiatives utilizing state and local law enforcement to combat terrorism and/or terrorists.

**Task Force Concept**

- Gary Stryker & Pete Smith. The IACP Terrorism Task Force Sub-committee did a study on how to organize existing task forces into a structure to be used for terrorist related incidents. Utilizing resources such as MEG units in their investigatory capacity rather than having them redeployed to their departments for uniform duty was one of the findings. There is enough evidence that terrorist activities are supported through drug trafficking to defend this position and keep personnel in their areas of expertise. The ILEAS Mutual Aid Plan will help make the Task Force Concept workable. Sufficient street strength would come from an in place MAP.

**COMMITTEE REPORTS**

**Operations Committee**

- Gary Satterlee for Darrell Turcol. Chief Turcol would like to have a meeting within the next three weeks with various region members and RICP to assist in dealing with getting non-signers on board with the MAP. Agreements and applications have been trickling in mostly with just an agreement or an application. Jerry Cormier, RICP liaison, advised he would be available to assist Chief Turcol and meet with him whenever it is convenient to him.

## **Special Containment Teams**

- Jeff Chudwin. Two teams are ready to go for the June training. Champaign is almost ready to go but will not be ready for the June exercise. Other teams are still in the certification process. There was a discussion as to how Team Leaders were to be chosen. Mel Messer made a motion to give power to the individual Region Boards to choose their own Team Leaders, was 2<sup>nd</sup> by Jeff Bock and carried by voice vote.
- Jeff Chudwin made a motion to set a minimum/maximum range on team membership. There was a length discussion as to what minimum number of personnel can function as a team, where would personnel come from to form a team and the possibility of forming a team from scratch, i.e., no swat or other operational experience or training. Mel Messer made a motion to amend the Chudwin motion to read: the Executive Board of Officers, with the Containment Team Chairman are to determine the size of a team. This was 2<sup>nd</sup> by Dave Owens and a voice vote carried.
- Jeff Chudwin passed out an itemized equipment cost sheet per officer to Tech Level B. Total cost per officer would be \$3,971.30. Total team cost, assuming a 25 member team, of \$99,282.50 individual costs plus \$2,753.53 total team equipment cost for a gross total per team of \$102,036.03. The handout also contained names of vendors supplying price information. It was noted that this price did not include the cost of radios. There is an additional estimated cost of \$3,000.00, pushing the total individual cost to \$7,391.30(est). A final itemized list and cost will come later after discussions with vendors and IEMA. Another cost associated with the radios is the monthly charge to StarCom. Questions as to who is responsible for the charge and is there funding available were to be referred to Mike Chamness for clarification.

## **Communications Committee**

- Mel Messer. Minutes to the April 10, 2003 committee meeting were passed out to all members present. ISP has agreed to be the primary dispatch center for all regions with one exception. District 15 will be replaced by NorthWest Central Dispatch will be the primary for Region 4. ISP will also be the secondary dispatch center for all regions.
- RICP will develop a Mutual Aid Alarm Card for all the regions. The initial card will be kept simple only listing the most essential information. Eventually, the card will specify qualifications needed for a call out, list of equipment each agency can offer including dogs, horses, etc. June 1<sup>st</sup> is the target date to get these out to all agencies signed on and July 1<sup>st</sup> is the target date to get them back to RICP. The Centers should be operational by August 1<sup>st</sup> (providing everyone has submitted their alarm card).
- Packets will be sent out to each ILEAS member with a list of every agency that has signed on, along with an alarm card with instructions on how to fill out the 10 levels. The completed Alarm Cards will go into a master book that will go to each member agency and dispatch centers.
- Mel Messer made a motion to accept the primary and secondary dispatch centers as listed. Motion was 2<sup>nd</sup> by Dave Owens and a voice vote carried.
- Mel Messer made a motion to have the alarm cards and master books formatted to be universal for all regions. Motion was 2<sup>nd</sup> by John Zaruba and a voice vote carried.
- It was brought up that training of personnel at each agency before and at the time of implementation be imperative.

## **By-Laws Committee**

- Jim Luecking & Jeff Chudwin. Copy of revised by-laws passed out to members present. Discussion was tabled due to absence of Jack Pecoraro.

## Equipment Committee

- Matt Tobias for Hiram Grau. No report.

## Resolutions Committee

- Jeff Bock for Bill Kilquist. Jeff reported to the board that Bill Kilquist has resigned. V.P. Smith already aware of the Kilquist resignation. Report was tabled, waiting for Mike Chamness to discuss the appropriation issue.

## National Pharmaceutical Committee

- Report to be given Friday, May 2<sup>nd</sup>.

## GENERAL BUSINESS

- Mike Chamness: Extraordinary costs associated to Level Orange between March 17 and April 16 probably will be paid for. Send an e-mail to him marked as ORANGE so he will know what the e-mail is in reference to.
- New money from the Federal Government insures all 1<sup>st</sup> responders will receive PPE's (masks, canisters, monocles and carry bags). ILEAS must be incorporated by July 1, 2003 to facilitate this. Non-ILEAS agencies will have to do a separate contract with IEMA.
- Jeff Chudwin made a motion that two (2) NBC canisters be issued with PPE's rather than one (1) NBC and one (1) particulate canister. This was 2<sup>nd</sup> by Mel Messer with a voice vote carrying.
- With regard to Escape Hoods, ILEAS has to decide whether or not law enforcement will actually carry the hood. If not, IEMA will not buy them, although money will be allocated for the hoods in the event that the package is reduced in size for easy carrying acceptable to law enforcement. ILEAS needs to set up distribution sites for the PPE's that are being purchased.
- Motion was made by Jeff Chudwin to set up a system of distribution for PPE respirators only throughout the state, and ILEAS will implement the distribution. Motion 2<sup>nd</sup> by Jeff Bock and a voice vote carried.
- Non-ILEAS agencies cannot be used in an ILEAS Call Out. Also, to receive any other equipment, agencies must be a member of ILEAS. RICP will assist in the membership record keeping. RICP will also administer the inventory of PPE distribution. If a department transfers equipment to another ILEAS department, they must notify RICP of the transfer for inventory adjustment.
- \$6.6M has been set aside for Critical Infrastructure Protection for the 3/17 – 4/16 window. In the event of another Condition Orange threat, Homeland Security will determine use of funds. Homeland Security has a list of critical infrastructure.
- Next priority is to supply at least one StarCom 21 radio to each department in the state. Monthly fees will be the responsibility of each department. The fee is currently \$53.00 per radio per month.
- Change in federal guidelines re funding for terrorism related courses and OT (backfill). ILEAS will determine the amount of reimbursement agencies will get. This will come out of the \$43M '03 supplemental. \$1.8M has been identified for training, and \$3.2M for OT for a total of \$5M. \$15M for radios will come out of the \$43M supplemental.
- Matt Tobias suggested that \$3,300 radios for the 300 plus Special Containment Team members be put in this phase.
- Re-imbursement of PPE purchases: '02 money can be used for reimbursement for equipment purchased between dates to be determined at the next ITTF meeting. PPE's

must be NIOSH approved with NATO threads. Units purchased after end date will be paid out of '03 money.

- Motion made by Jeff Chudwin to have V.P. Smith at the special ITTF meeting, May 6<sup>th</sup>, request that \$5M be set aside for OT backfill was 2<sup>nd</sup> by Terry Dove and voice vote carried.
- Motion made by Matt Tobias to have V.P. Smith to also request that \$1M be set aside for SCT radios was 2<sup>nd</sup> by Roger Scott and carried by voice vote.
- Motion made by Mel Messer to rescind the resolution made at the March ILEAS meeting re reimbursement for PPE's as the resolution is now moot was 2<sup>nd</sup> by Jeff Chudwin and carried by voice vote.
  
- Motion to adjourn by Jeff Bock, 2<sup>nd</sup> by Dave Owens, voice vote carried.

## **May 2, 2003**

**Meeting called to order by V.P. Smith at 8:00 am.**

### **Pharmaceutical Committee Report**

- Lt. Col. Richard a. Woods for Stuart Erlenbush. There are two stockpiles of medical supplies in Illinois. Security for these sites and distribution to the 12 regional distribution centers is the responsibility of ISP.
- A letter is being developed by IDPH indicating the types of medications that will be available. It will also contain a plan of distribution to various health centers in the event of an event. 10K containers of PushPaks for unknown bio/chemical attack, each containing 10K caps will then be distributed from the 12 regional sites to hospitals and health centers developed in those communities. There will also be a secondary PushPak for known bio/chemical agents.
- Law enforcements role is security for the drop off sites, before, during and after the distribution and/or administration of meds to the public.
- TOPOFF II in June will test the plans in place with a mock attack in Chicago.
- Discussion ensued re using hospitals as drop sites. Originally, hospitals were not included due to security concerns, i.e., disruption of hospital ER rooms, not enough room for large numbers causing panic, traffic, parking, etc.

### **Guest Presenter**

- M/Sgt Rick Hector ISP. Highway Watch Program is now in 22 states with the goal of being in all 50. The program is likened to a neighborhood watch on wheels. National program is administered by the American Trucking Association through a federal grant. Truck drivers are trained in overall highway safety with a second component geared to identifying terrorist activity and identification.

### **Replacement of Board Officers**

- Gary Wheeler is resigning and is to be replaced by Jim Vazzi in Region 8. Bill Kilquist is resigning and is to be replaced by Bill Cundiff in Region 11.
- Motion made by Jim Luecking to accept the new board officers, 2<sup>nd</sup> by Brent Fischer, voice vote carried.
- Pete Smith encouraged board members to check into Training Board, IACP, & I.S.A. schools available through MTU's to law enforcement regarding non hazmat related terrorist training. This is basic training available to familiarize law enforcement with up to date information.

- COPS will be distributing back-fill money and it will be handled the same as the COPS on the Streets Grant, i.e., 75%/25% split. It doesn't apply to ILEAS because the money has to go to an agency, but it should be a good resource for individual agencies. Check COPS website for application and additional information.

### **By-Laws Committee**

- Pete Smith for Jack Pecoraro. Jack Pecoraro drew up a legal draft for the Board. The draft was discussed point by point. Additions/changes agreed to were:
  - 1.2 Location: Springfield, Sangamon
  - 1.5 Registered Agent: RICP
  - 3.2 Governing Board: The Governing Board of ILEAS shall consist of 16 board members representing the Co-Chairs of the eight regions. Each region shall have one Sheriff and one Chief of Police representing them. Permanent Governing Board membership shall also be granted to the following agencies: Chicago Police Department Superintendent or designee, Illinois State Police Director or designee, President of the Illinois Association of Chief's of Police or designee, President of the Illinois Sheriff's Association or designee. The Chicago Police Department shall have one additional member, appointed by the Superintendent, as a member of the Governing Board. The Governing Board shall cause to be promulgated an operational plan for giving and receiving aid under the provisions of the Intergovernmental Service Agreement. All officers must be the Chief Executive Officer or official designee of a participating ILEAS agency. All officers and members of the Governing Board shall serve without compensation.
  - 3.3 Term: No.
  - 3.6 Annual Meeting: 4<sup>th</sup> Thursday of March.
  - 3.7 Quorum: 10 **NOTE: 3.7 is also Special Meetings – does quorum section need to change?**
  - 8.1 Fiscal Year: July, thirtieth, June.
- Motion to accept by-laws as amended by the board made by Jim Luecking, 2<sup>nd</sup> by Terry Dove, voice vote carried.

### **Distribution of PPE's to Law Enforcement Personnel**

- After a brief discussion, it was decided the best way to do this would be for the region Co-Chairs to determine the place and method of distribution for each of their own regions.

Matt Tobias asked if there was a list of ILEAS committees, committee chairs and their responsibilities. Pete Smith advised there was and he would get a copy of in to him.

### **OLD BUSINESS**

Don Bennett brought up the idea of starting a Special Containment Team from scratch as a continuation of Thursday's discussion. Discussion indicated that it could be done, but the initial idea of the SCT was to build upon an existing SWAT team. Smith said that ideally SCT's would all have experienced people but on the other hand, history shows that the SWAT team concept began by training all new people. Each region should be encouraged to train personnel and begin with SWAT training, then build on that to achieve SCT standards. Training and money are available now and should be used.

The board recommended that when starting a new SCT from scratch, each SCT member must be SWAT trained. The amount of experience will be decided on a team by team basis. SCT's will have SWAT team training and will be assisted by the Board in its development.

There are three teams in Region 4, one in Region 2 with the possibility of a second team, Region Chicago has one, Region 6 is currently building a team, and Region 3 wants to start a team from scratch.

Team size is still not resolved. Some regions say that to get more than 10 members would be difficult to achieve, although two regions could combine to form a larger team. Others believe the number should be 25. After some discussion, the board suggested that 25 is the recommended number, but fewer or more than 25 is acceptable based on the needs of each region.

Alarm Cards: It is important to make initial card clear and simple to use and drawn up by the agencies. More specific information and details=s can be added later. Cover letter and instructions need to be sent with the card to each agency to facilitate filling out the card. Also, each agency signed up will get a list of every agency in their region that is signed on.

### **NEW BUSINESS**

Jeff Bock stated he is having trouble with City/Village Attorney's with the wording of the agreement that deals with reimbursement. They are afraid that they are waiving their right to reimbursement in the event of a called disaster. Gary Stryker advised to have these attorneys talk to other attorneys who have reviewed and advised their jurisdictions to sign the agreement.

NEXT MEETING: June 5<sup>th</sup>, 11:30am & 6<sup>th</sup>, 8:00am. Notice of particulars to be e-mailed by Jerry Cormier at RICP.

Motion to adjourn by Mel Messer, 2<sup>nd</sup> by Jeff Bock, voice vote carried.