



**ILEAS Conference Meeting
June 5 & 6, 2003
Holiday Inn & Suites
Springfield, Illinois**

Meeting Attendees

Jim Olson, Pete Smith, Mike Chamness, Jeffrey Bock, David Snyders, Roger Scott, Gary Stryker, Jack Pecoraro, Dave Owens, John Murphy, Pat Carey, Randy Justus, Matt Tobias, Brent Fischer, Bill Feithen, and Tom Cundiff.

Meeting called to order by President Jim Olson at 1:30pm.

Funding

- Mike Chamness gave an update re Federal funding. The Fed has made available money to cover overtime costs for the called Orange Advisory period of March 17 through April 16. This is the first time the Fed has allowed funds to be used for payment of OverTime. It should be noted that Backfill will not be paid for nor ordinary payroll costs. To get paid, Mike suggested that each agency submit to him the following: Agency name, Number of OT hours worked, What you did during Orange that was extraordinary, Names of the officers who did work, Dates they worked. Verification or documentation can come from payroll records, time sheets, etc.
- **If an agency has already purchased PPE, provide the purchase order or voucher to Mike at IEMA for reimbursement up to the amount allowed by the rules. PPE purchases made prior to August 1, 2002 will not be eligible for reimbursement.**

TOPOFF II

- There will be an after action report coming out – probably in September. Problems included communicating decisions. Sometimes the actions by Chicago as well as the Joint Operations Center (JOC) were done unilaterally which added to the confusion. Governor Blagojevich participated in the event after being briefed. At one point, law was suspended and executive orders became the law. Public Health was allowed to use volunteers to administer meds contrary to State law. Unfortunately, this information did not get out to all.

Equipment

- We are ready to distribute equipment at this time. Safety Systems can produce up to 3000 units per week. They are waiting for documentation from ILEAS and ITTF that confirms the amount desired and the funding is in place.
- Regarding canisters for masks, a decision was made previously to purchase two NBC canisters per responder in lieu of one NBC and one particulate canister. NBC canisters cost \$11+ more than particulate canisters. If the Board would agree to purchase just one canister per mask and have a stockpile of extra canisters in each region to be distributed on an as needed basis, a tremendous savings to ILEAS would be realized.

- Dave Owens motioned to purchase one canister (NBC) per mask and stockpile the rest. 2nd by Jeff Bock, voice vote carried.
- ILEAS needs to set up a distribution strategy, i.e., delivery of masks and canister, training, etc. For clarification, all first responders will receive a mask and canister whether they are a member of ILEAS or not. The estimated time frame to get these PPE to all first responders is less than 6months. ITTF has determined the first priority will be distribution to police and fire personnel. Police distribution will start with Region 4 then go west then south.

By-Laws

- Jack Pecoraro drew up the By-Laws for presentation and acceptance at this meeting.
- Membership in ILEAS will be divided into three categories:
 1. Agency
 2. Ex Officio
 3. Ad Hoc: anyone the Board would need to accomplish a task.
- The Board can invite anyone in and can vote anyone out. Only an Agency member has the power to vote on an issue before the Board.
- Action without meeting: decisions can be made via teleconferencing, fax, etc., without having an actual meeting.
- Fiscal Year: ILEAS will use the same calendar year as the State – July 1 to June 30.
- Jack went through the proposed by-laws explaining how they affected ILEAS and its operation as an incorporated body.
- After a brief discussion, a motion to accept the By-Laws as presented and discussed was made by Jeff Bock, 2nd by Brent Fischer and carried by a voice vote.
- Mike Chamness suggested ILEAS set up regional exercises/drills to determine strengths and weaknesses in preparedness. This could be done one region at a time and at a time later when ILEAS is prepared to undergo this. Money is available for this type of activity.

Strategy for Distribution of PPE

1. Safety Systems store and deliver to designated areas in each region.
 2. Safety Systems store equipment and each agency picks up their PPE from them.
 3. PPE can be shipped to a location in each region and stored in the region. Exception will be Region 4 who will get equipment directly from Safety Systems. The other Regions may do the same if it works for them.
- Training will occur before or at the same time of distribution. Training takes about 15 minutes.

Starting an SCT from Scratch

- SWAT training for members who will be part of an SCT will be paid for. SWAT training for agency SWAT teams will not be paid for.
- Payment for OT will be paid at a specific rate to be determined was suggested. This brought up many issues related to contracts, pay scales, work week, etc. This will have to be discussed at greater length at a later time when more information is available.
- The Board needs to determine an equipment list so that all SCT's are equipped the same.
- PPE Train-the-Trainer is a 3hr class. 3 classes per day, 40 people per class can be accommodated. Curriculum needs to be sent to Dept. of Labor for certification. Mike Chamness will get curriculum to DOL for certification.
- Safety Systems can stockpile 10,000 PPE but needs assurance to give to AVON before the order can be filled. Mike Chamness will get a letter from ITTF indicating the money has

been allocated for the purchase, a letter of intent from DOJ that money is on the way, and a letter from ILEAS stating a method of distribution has been established.

Motion and 2nd to adjourn was approved by voice vote at 5:00 pm

Friday June 6, 2003

Meeting brought to order by President Olson at 8:16am.

Committee Reports Communication

- Mel Messer's report was delivered by Dave Snyders. Mel suggests that ILEAS set up a secure web site. A major security issue would be having the proper personnel creating and setting up the program. This is where viruses, worms and back doors could be introduced to defeat security measures. Data entry is also a critical area involving sensitive information that could be compromised, destroyed or copied. A web site would be helpful and necessary, but needs to be researched more.

Equipment

- Distribution of PPE will be done by region. Region 4 is on tap to be the 1st region for distribution with 5,667 in Cook Co., 1,371 in DuPage Co., and 1,308 in Lake Co. Gary Stryker advised again that Safety Systems has the capability to deliver 3,000 units per week. Before they make any large orders, they need to have from ILEAS written assurances that the money is in place and ILEAS has the authority to make the purchase. Mike Chamness has stated the money is there and once ILEAS completes the incorporation process the authority will exist (he also insists that a distribution plan be in place). Each region will be responsible for determining distribution points within their own region.

An Ad Hoc committee was designated to develop the letters to go out to agencies re Train the Trainer sign-up/sign-off sheets, etc. The committee consists of Pat Carey, Gary Stryker and Dave Dial of Region 4. Form letters will be sent to Jerry Cormier at R.I.C.P. to distribute to the Region 4 agencies. This mailing will be for police only. Once Region 4 is done, the remaining regions will follow the same basic format.

A reminder was given that DOJ will not pay for "custom" equipment that will be used for SWAT. Only equipment associated with WMD will receive funding. Items such as helmets and vests, etc are examples of equipment not covered.

RICP will e-mail Police Survey results and a blank PPE Survey to each ILEAS board member.

Alarm Cards

- Changes need to be made to instruction format being used. Jerry Cormier will work with Gary Stryker in developing the instructions, etc for the agency mailing.

Next meeting is scheduled for August 7th & 8th

Motion and 2nd to adjourn was carried with a voice vote at 10:15am.