



**ILEAS Executive Directors Meeting  
August 7 & 8, 2003  
Crowne Plaza Hotel  
Springfield, Illinois**

**Meeting Attendees**

Jim Olson, Pete Smith, Gary Stryker, Mike Chamness, Dave Dial, Jeff Chudwin, Matt Tobias, Mel Messer, Mike DeVoss, Jeff Bock, Tom Cundiff, Bon Bennett, Jim Page, Dave Owens, Randy Justus, and Terry Dove.

Guest presenter: John Schlaff, Chief of Galesburg PD, Co-Chair ITTF Training Committee.

**Meeting called to order at 1300 hrs**

- President Olson emphasized the importance of Region Directors to contact departments not signed onto the MAP to do so ASAP. 98 of the 102 counties are now on board, ISP is on board, but more work needs to be done. We are about 2 months behind schedule.
- Motion to accept minutes of the June meeting was made by Jeff Bock, 2<sup>nd</sup> by Don Bennett and carried by a voice vote.

**Alarm Cards - Gary Stryker**

- A packet containing a sample letter and alarm card info sheets was distributed. There was a brief discussion as to how the various agencies and demographic areas would complete the cards to meet their individual needs. Using agencies from bordering states was also discussed. Mike Chamness explained how the EM AC agreement between states that allows cooperation between bordering states. An IL department needing assistance from an agency in a bordering State would contact the State (IL) who in turn would contact the bordering State and make the request for the agency. The bordering State would contact that agency in their state and formerly request the assistance.
- Pete Smith advised that a law currently exists that allows Officers from bordering states to respond to a request in IL with full police powers.
- Staging area designation very important when completing the cards. People not familiar with your area will need as much information as possible, i.e., full address, landmarks, major intersections, State or Interstate routes, etc.
- Gary to get final draft to Jerry Cormier at RICP to copy and distribute to agencies that are signed on.

**Training - John Schlaff**

- 2003 funding has been set at 5.5 million dollars. 2004 funding will be in the area of 5 million dollars. 2004 funding will include money for overtime but not fill-in. The last ITTF meeting established a standardized pay scale (\$30) to address the overtime issue. Several ILEAS members stated that the number is low compared to salaries paid in their own jurisdictions.

Mike Chamness and John both agreed that this issue is one that can be readdressed at any future ITTF meeting and changed.

- Response and management courses have been approved and are receiving funding.
- An important related issue is HAZMAT Awareness training. Since 1989, all new officers have had the training (roughly 15,000 officers) and training has been offered to veteran officers making the trained total around 23,000.
- Response has been the primary training objective, but now prevention has become increasingly more important. \$100,000 has been made available to MTU's to identify pre-incident prevention trainings. They identified 16 trainings and have received \$265,000 in funding to put the trainings on. 1500 officers initially were targeted with a unified training module (Phase I). Phase II will target a much greater number of officers with expanded training. A training problem that still exists is how does an administrator to decide which training to send personnel? SLATT was used as an example. It is provided by FBI, ISP, RICP AND DOJ all with basically the same information.
- Phase II will have 13 offerings using '04 funding.
- TOPOFF II revealed that Unified Command training is needed that applies to both the Police and Fire sides of decision making.

#### **SCT – Jeff Chudwin**

- Training costs at DuPage was \$13,000, much lower than expected. Jeff reminded everyone that only overtime costs are covered with '03 money and not backfill. Jeff made reference to the presentation by John Schlaff and his comment regarding a standardized pay scale. He suggested that the \$30.00 rate is very low and that the actual overtime rate is really in the mid to high \$40's. He further stated that perhaps a motion should be made for a recommendation from ILEAS to ITTF that the overtime pay scale should read reimbursement of actual costs up to \$50.00.
- Motion was made by Mel Messer to make that recommendation to ITTF at the next ITTF meeting, 2<sup>nd</sup> by Dave Dial and carried by a voice vote.
- Three 80 hour courses is the goal of SCT training. Instructors will come from the agencies making top notch trainers available.
- Procurement of equipment does not have to, but should, follow government procedures.
- Mike Chamness suggested that all equipment requests should be documented and legitimized to receive funding.
- Curriculum for training should be set by October. Equipment procurement also should be done by October.
- Fifty (50) trainees is the magic number for each training. The end result will be that trainees will leave having practical experience by working through a simulation.
- There are 1700 plus SWAT trained officers in Illinois. Most are in the northern part of the state. 2004 money will have to be dedicated to establishing and developing teams in other parts of the state.
- It is also important to keep in mind that present members of teams will need to be replaced due to retirement, injury, etc., on an ongoing basis.
- Don Bennett has 25 members selected for a new SCT in Region 3. 12 of the 25 need to be SWAT trained. The departments these 12 are from are aware they are responsible for the costs of supplying SWAT equipment
- NOTE: Pete Smith requested that Friday's meeting begin at 7:30am in order to give Mike Chamness time to make his presentation. All members were in favor.

#### **PPE – Pete Smith**

- Avon mask was the consensus mask initially approved by the ILEAS Board. Research and pricing was done by ISP and ILEAS Board suggested adopting the figures.
- 18,226 masks currently ordered from Safety Systems. Distribution has already started in Regions 3 & 4. Train-the-trainer has already occurred and actual distribution began July 31. The I.D.O.L. has sent some of their personnel to this training.
- Initial request for funding is signed and done. A supplemental request has also been signed to cover the late responses from various agencies.
- ILEAS is going to be audited by the Fed. Mike Chamness said he understands they are looking to see how Illinois is doing and find out if there are any bottlenecks and how they are being handled. This is to compare to U.S. Homeland Security bottlenecks and solutions.
- Safety Systems is accounting for PPE by recording agency name, officer, etc., and supplying ILEAS (Regions 3& 4 directly from their facility. Other Regions can discuss and decide if they want to do it the same way.
- Masks that are being issued are meant only to provide limited protection and safety to the officer on the street. They are not meant to operate in a hot zone or go into a known contaminated area. This means that specialized HAZMAT training is not necessary.
- Medical questionnaire must be completed by a licensed medical practitioner, i.e., Doctor, nurse, EMT, etc. Anyone not passing medical evaluation would need further testing by a Doctor.
- Additional information regarding regulations and issues can be on websites such as OSHA, IEMA, IDOL, etc.
- Each department needs to come up with a policy regarding the masks. Who gets them, how are they to be used, where to be kept, competency, etc.
- IDOL is going to provide a bulleted summary of requirements relative to the use of the mask.

### **Treasurer Duties**

- State and Regional Treasurers are responsible to keep track of money and equipment flowing through their area of responsibility. Region Treasurers will forward account information to RICP. RICP will compare the issued numbers to the requested numbers from the master sheet then forward a copy of both to IEMA to compare numbers to the grant request.
- Regions 2, 6, 7, 8, 9, and 11 need to provide information on where masks will be distributed and location of storage facilities.
- Issued masks that do not fit (too large, too small) will be taken back by Safety Systems and exchanged for proper size masks. Agencies will not have to pay shipping costs for returns.

Meeting was adjourned at 4:30pm

**Friday, August 8:** meeting called to order at 7:30am.

### **Budget – Mike Chamness**

- \$50 to 70 million is anticipated in the 2004 ITTF budget, Chicago will be receiving \$30 million. ILEAS needs to submit an '04 budget request to Mike to be presented at the September 30 meeting.
- Originally, in the '02 budget, \$1.2 million was earmarked for SCT's. ILEAS needs to consider now areas of maintenance and SWAT.

- There is a 24 month lifespan for annual budget money. It needs to be spent or it goes back to the U.S. Treasury. With justification, ILEAS can move money from one area to finance another area.
- A question was brought up as to why only one radio will be given to an agency. Mike explained that to supply one radio to every emergency response agency (approx. 4000) so that every agency would be connected to the same system and have a common communication thread would cost approximately \$15 million, and right now, it ends there. Each agency receiving the radio would have to promise to connect to StarCom at a cost of \$56.00 per month. This cost presents a problem to most agencies and will probably cause them not to accept the radio. Pete Smith calculated the cost for six, 25 man SCT's would be in excess of \$100,000 per year to be on the StarCom system.
- Considerable discussion indicated that StarCom is far too expensive and that alternative communication systems would be more desirable and financially manageable.
- Dave Owens brought up the system available in McLean County where the radios are connected to a privately owned company that has 14 watt repeaters as opposed to 1 watt most systems have. This system can be used with the StarCom radio.
- Mike suggested that the Communications Committee needs to come up with a recommendation as to how to go with a radio system, complete with the amount of money needed. It was recommended that Police and Fire sit down together to determine the best fit for both. Gary Stryker suggested each Region let Mel Messer know what their needs and concerns are.
- Jeff Chudwin asked if transport trailers will be included in the '04 budget. Mike Chamness stated that the Fire Service needs trailers also and the answer is yes, they will be allowable in the '04 budget. Jeff also clarified SCT needs and said he would have a proposed budget for the Board in the next 10 days to 2 weeks.
- Gary Stryker suggests a detailed training cost associated with the Alarm Card system.
- Admin costs are mostly coming out of RICP, but still needs to be addressed relative to future funding.
- Jeff Chudwin suggested an annual ILEAS conference (2 days) complete with breakout sessions. Gary Stryker added that MABAS could be a part of this conference. Gary and Randy Justus will explore possibility and cost of a conference.
- Equipment maintenance budget money should be asked for to cover cost of mask and filter replacement and repairs... Jeff Chudwin said he would come up with an estimate of cost.
- Dave Owens would like to see ILEAS information, i.e. minutes, etc. on the RICP website. Jerry Cormier advised that the RICP website is currently under construction by LRS and is expected to be up and running within the next month. Matt Martyn will be asked if there can be an ILEAS link on the site.
- There is nothing to report at this time regarding additional equipment for street personnel.
- Gary Stryker asked if we should request money for a tabletop exercise. Pete Smith stated that Mike has indicated there will be money for training exercises.

**Task Force Concept Letter:** - Gary Stryker

- Concept paper has been presented to MEG directors to use the 25 + MEG Task Force units statewide to assist in the event of a terrorist attack. These units are already trained to do investigations, have a working knowledge of the bad guys on the street and a network of informants.
- FBI would be the lead agency in any terrorist attack, but as evidenced by 9/11, they will need a lot of people to work the incident successfully.

**Communications:** - Mel Messer

- ISP wants a Communication Agreement signed by ILEAS in addition to the MAP agreement. This agreement calls for payment to ISP from ILEAS for various communication costs and that ISP would have control of and make decisions re communication protocols.
- Gary Stryker suggested we use one large central communication center and a 2<sup>nd</sup> or 3<sup>rd</sup> backup center.
- Gary will contact Northwest Central Dispatch, Pete will contact DuComm and Jim Page will contact the Peoria area communication center.
- NOTE: Regarding PPE – Regions are to notify Pete Smith as to where the distribution centers will be located.

### **Region Co-Chair Replacement for Region 7**

- Regional Board needs to make inquiries as to who is available and who will do the job for ILEAS. John Murphy, Acting Chief for Champaign PD, is the Board recommendation to fill slot to complete term of Jim Luecking.
- Darrell Turcol has resigned from the Operations Committee, but he will be staying on as the Co-Chair for Region 8. Dave Dial volunteered to assume the Operations Committee Chair position.
- Motion to accept appointment of Dave Dial to chair Operations Committee made by Terry Dove, 2<sup>nd</sup> by Don Bennett and carried by a voice vote.

Don Bennett agreed to organize the Region Treasurers to set up a procurement procedure.

Jack Pecoraro is working on acquiring insurance coverage for ILEAS. No report at this time.

Don Bennett needs to be bonded as the Governing Board Treasurer. Pete said that would be an administrative cost for RICP.

### **Old Business**

- None

### **New Business**

- Jeff Bock reminded the group that we need to design a logo for our own letterhead.

The next meeting was scheduled for September 25 & 26, 2003. Location will be announced at a later time.

Meeting was adjourned at 10:30am.