



**ILEAS Executive Director Status Report
January 26, 2005**

Executive Director Office Issues

Executive Director Financials

\$20,000 has been set aside by ITTF for ILEAS administration purposes until March of 2005. This table shows the status of that fund:

Purpose	Cost	Running Balance
Office Furniture	\$605	\$19,395
Office Supplies	\$580	\$18,815
Travel	\$3032	\$15,783
Web Programming – Purchasing	\$2,000	\$13,783
Web Programming – Membership	\$9,975	\$3,808 (Remaining)
Total Spent	\$16,192	*****

Business Plan

As requested by the Board at the December 2004 meeting, I have developed a business plan proposal that will be distributed and discussed as an agenda item at the meeting.

Operational Issues

Masks

Masks are still slowly being distributed to a few agencies that are still without. Safety Systems received nearly 30,000 canisters recently and the recall is proceeding. They have shipped out approximately 11,000 replacements as of last week. Every law enforcement agency in Illinois was mailed a user response form to get new canisters. Additionally, it has been posted on our website.

Marketing

The display board for conferences, training, etc. has been purchased and delivered. The graphics are being completed at this time. Larry Rettig from American Outfitters is putting together a package of ILEAS, mugs, travel cups, mouse pads, polo shirts, calendars, etc. for us to review. Once those items are approved, American Outfitters will create a special ILEAS web page which will be linked to ours. People can then buy ILEAS gear online and they will process the purchases. I am ordering, through RICP, a vinyl banner with the ILEAS logo as a backdrop for conferences.

Web Page & Software

The membership programming is done and has been successfully tested. The server that Northwest Central Dispatch installed two weeks ago and the server at Urbana are being tweaked so they communicate smoothly. The letters and passwords are ready and are being forwarded to RICP for distribution.

Credentialing

A credentialing meeting will be held on January 21st. I will provide a report of the results of that meeting at the Board meeting on the 26th.

Tax Status

Mr. Feurer is still developing the 501c3 status paperwork. He will be mailing a report to me on January 24, 2005 and I will present it to the Board at the meeting on the 26th.

Northwest Central Dispatch Software

The software for NWCD has been installed and is being configured. Doug Edmonds can provide an update on the status of the installation.

ILEAS WMD Special Response Teams

The Board had asked for a table outlining the status of the ILEAS WMD Special Response Teams. Here is the status of the teams at this time:

Team	Training	Equipment /Status
NIPAS #1	HAZMAT, NVG, Anniston, Alabama scheduled.	Fully equipped (supplemental items being ordered)
NIPAS #2	HAZMAT, NVG, Alabama scheduled.	Fully equipped (supplemental items being ordered)
Naperville/DuPage	HAZMAT, NVG, Anniston, Alabama	Fully equipped (supplemental items being ordered)
Region #2	HAZMAT, NVG	Fully equipped (supplemental items being ordered)
Joliet/Will	BASIC SWAT, HAZMAT, NVG, Aniston, Alabama is underway.	Equipment Ordered, partially received and distributed.
Champaign/Vermilion	HAZMAT, NVG	Equipment Ordered (1/2 of it is in already. It will be picked up next week)
METRO East	Tentative training scheduled - Basic SWAT on 02/21/05-03/04/05 and HAZMAT on April 25-29, 2005	Fitness test on the 21 st and team membership will be made subsequent to that.
Peoria/Peoria County	Tentative HAZMAT training scheduled on 05/16-20/05	Organizational meeting held and team assembly is underway
Springfield/Sangamon County	Tentative HAZMAT training scheduled on 03/28/05-04/01/05	Organizational meeting held and team membership selected.
South Suburban	Tentative HAZMAT training scheduled on 06/13-17/05	Team Pending
Southern Illinois	Very tentative HAZMAT training scheduled on 08/22-26/05	Centralia, Salem and Marion County SO have expressed interest informing a team. More to follow.

All the Excursions and trailers are in. The trailers have been paid for and have all been picked up. Stu Erlenbush met with the Team Commanders for the second time at a meeting in Pontiac on January 17th. A great deal of progress was made on the development of the SOP's. The team commanders are meeting monthly now. I am providing the Executive Board and the Tactical Team Committee chair a summary of each of those meetings. As the new teams are becoming active, they are starting to send team commanders to the meetings. Springfield's commander was at the last meeting.

One significant item that is being discussed is the SCBA SWAT packs. A proposal is on the floor to purchase a limited number of Patriots to each team and redistribute the SCBA's from the present teams to the remaining teams. I have been asked by the team commanders and Jeff Chudwin to put together a financial plan for the rest of the purchases for the new teams. The Patriot issue will be included in that next month.

Reimbursement Policy

I have attached a proposed ILEAS reimbursement policy. There is a reimbursement policy but it has been basically word of mouth. I have put together a formal ILEAS policy for agencies that are qualified for overtime & backfill reimbursement. This is the first step of a project-in-progress that will continue with a web page application where team commanders can apply for reimbursement electronically and reports for the Board can be produced on a monthly basis on how those funds are being spent.

Grant Committee

I met with the Grant Committee met via conference call on January 19th. A tentative grant proposal was developed and will be presented by Dave Owens, the Committee Chair.

Conference Calling

I have established an account with the University of Illinois for a conference calling capability. The cost is \$30 for the first ½ hour and \$7 for every 15 minute segment after that. There is also work being done on arranging for a conference calling capability through the State of Illinois that we can use at not cost to us. Standby for further on this project.

Schedule

This is the Executive Director's schedule as it is presently known:

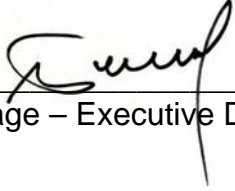
February 4th – Vacation Day
February 21 – WMD SRT Meeting in Pontiac
February 22 – ITTF Meeting Springfield
February 23 – ILEAS Board Meeting – Springfield
February 24 – Southern Illinois Chief's Conference – Mt. Vernon
February 28 – MABAS Conference – Peoria
March 6-8th – ILEAS Conference – Springfield
March 22 – ITTF Meeting Springfield
March 23 – ILEAS Board Meeting – Springfield

Board Action Items

The following issues need Board discussion and/or action pursuant to this report:

- Board action is needed on the business plan as proposed or amended
- Board action is needed on the reimbursement policy

Submitted By: _____


James Page – Executive Director