

Treasurer and Region 8 Vacancy

At the last meeting, Mark Beckwith notified the Board of his retirement from MILAN PD and his resignation from the Board. The Board moved Chief Larry Evans from Treasurer to President. Prior to his leaving, Mark Beckwith had asked Chief David Hayes to serve as Treasurer. That appointment was also approved by the Board.

On November 28th, Chief Hayes informed ILEAS that he was also retiring and resigning from the Board effective at the end of December. This leaves a vacancy as the Region 8 co-chair and Treasurer. Hayes reports that Sheriff Vazzi has appointed Granite City Chief Richard Miller as Hayes' replacement as Region 8 co-chair. President Evans will make an appointment to the Treasurer position at the Board meeting on the 6th and will ask for advice and consent from the Board on that appointment.

Requested Board Action

It is recommended that the Governing Board act on President Evans' appointment to Treasurer to replace Chief Hayes.

10ILEASEQU Spending Update

10ILEASEQU

There was \$434,500 remaining in the Personal Radiation Detector (PRD) budget line in the 10ILEASEQU grant that must be spent by December 31st. ITTF has voted NOT to expend those funds on PRDs. Staff reviewed these funds and put together a plan which was approved at the last Board meeting. These are the proposals for expending the 10ILEASEQU/PRD budget line AND a status report on each project:

Project	Amount	Status
LRADS and Special Team Equipment	\$310,000	Five LRADS, SRT ST53s, SRT headsets, SRT Respirators, Patriot Maintenance parts, SRT tactical gear, SRT VHF radios, SRT PPE., MFF vests/uniforms, SRT Air truck Compressor maintenance, SRT StarCom portables. COMPLETED.
PRD repairs on 100+ units	\$20,000	100+ PRD's shipped to vendor for estimate and repairs. Estimate came back at \$1,000. Repair work underway.
Upgrade for FEMA Trailer #1	\$,7000	Trailer 2 completed except for exterior markings. Trailer #1 is at vendor now getting updated at a cost estimate \$5,000 less than estimated. IMERT Trailer currently being inspected/maintained. Largely COMPLETED. Radio installation remaining.
A/V Upgrades to Exec. Board Room & Auditorium	\$61,400	Currently being installed with completion by the 17 th . Small parts on back order. COPLETED with exception of lighting adjustments.
Backup generator power to server room	\$8,000	Installation complete. Cut over to new system will be on October 26. COMPLETE.
ITC & warehouse security	\$28,100	Environmental and Historic Preservation process COMPLETED. Quotes received. Waiting for Vendor to complete. IT security equipment purchased and received.

Requested Board Action

No action needs to be taken at this point.

FY10 Spending Plan

ILEAS has been given direction by ITTF to create and submit a plan for spending of all FY10 funds by December 31st (with very limited exceptions for extensions). This deadline for this plan was November 19th. ILEAS did submit our proposed plan which is attached to this report.

However, since this plan has been submitted, ITTF has been working to develop an overall spending strategy for the entire FY10 budget for ALL committees. Changes have been and are being made to that plan daily. ILEAS staff will not know for sure what the spending plan is until December 5th - the day before the Governing Board meeting. Therefore, it is unknown exactly what the proposals and ILEAS' responsibilities will be until the day of the Governing Board meeting. As a result, an agenda item has been inserted entitled, "**FY10 Spending**

Plan and Related Grant Adjustments from ITTF.” Once the ITTF meeting is over on the 5th, ILEAS staff will work to develop a written document outlining any changes that the Board needs to officially make on the 6th.

In the meantime, please review the attached FY10 spending plan that ILEAS submitted to ITTF on November 19th in order to understand the overall scope of the challenge of spending these funds appropriately in just three weeks.

Requested Board Action

Staff recommends that the Board approve motions to transfer and spend funds as requested and approved by ITTF.

Staff further recommends that until December 31, 2012, that the Executive Committee be given temporary authority to exceed the \$100,000 spending limit in lieu of full board approval.

Staff requests that until December 31, 2012, the Executive Director, with concurrence of the President, be given authority to sign grant adjustments moving funds between FY10 and FY11 as necessary to facilitate spending that must be completed prior to December 31, 2012. It is expressly understood that movements of these funds must be within programs already approved by the Board. Anything outside of that would require approval of the Executive Committee.

Check Signing Resolution

The bank ILEAS uses, PNC Bank, requires a Board resolution to change the signatories on ILEAS accounts. Since Mark Beckwith retired, Larry Evans moved to President and David Hayes moved to Treasurer and then subsequently resigned, ILEAS needs a new resolution for the bank. The resolution is attached. David Hayes' name is currently on the proposed resolution as a place holder pending an appointment and approval of the new Treasurer.

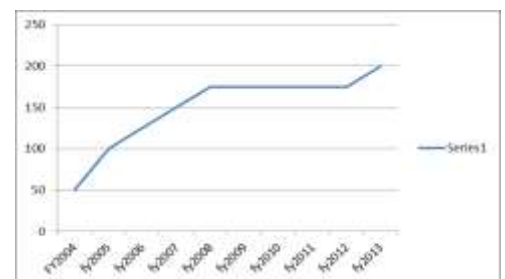
Requested Board Action

It is recommended that the Governing Board approve a revised check signing resolution to include the new President and Treasurer.

Conference Registration Fee Increase

ILEAS has historically required a \$175 non-commuter registration fee to attend the conference. The grant usually pays for meals (up to a maximum limit) and rooms (at State rate). The \$175 registration fee pays for the conference giveaway and overages on what the actual costs if the meals as compared to what is allowed. The following is what staff believes the history of the ILEAS Conference Registration fees have been:

2004 - \$50	2009 - \$175
2005 - \$100	2010 - \$175
2006 - \$125	2011 - \$175
2007 - \$150	2012 - \$175
2008 - \$175	



Given the decrease in grant funds and negative attention on a national stage about federally-funded conferences, ILEAS has reviewed the costs for the upcoming 2013 ILEAS Annual Conference. The provision of meals is an area where ILEAS has been asked to make a serious effort to reduce costs. Meals for the 2013 conference are estimated to be \$25,000.

ILEAS staff have analyzed the costs and developed a proposal to eliminate the meal cost from the grant completely. This proposal includes:

1. Increase the registration fee from \$175 to \$200 for non-commuters and from \$100 to \$125 for commuters.
2. Decrease the cost of the conference giveaway (which has always been paid by the registration fee). This includes focusing on giveaways which cost could be borne by other grants – such as the ILEAS/STIC mousepad in 2011 which qualified to be paid by planning grants.
3. Discuss with the Foundation the possibility that the Foundation will provide more funds for meals to offset the lunches that are inevitably eaten by vendors.
4. Business Account picking up the remaining costs.

The other issue is the complimentary slots provided to Board members and agencies that provide administrative support at no cost to ILEAS as well as partner organizations. These include:

- 31 agencies that provide either team leadership roles or support ILEAS special teams vehicles each get one complimentary slot
- 5 partner organizations – IPWMAN, IESMA, MABAS, IMERT, ICLEA
- 21 Governing Board members

If there were no complimentary slots and every still attended, the increase would be \$9,975 at the current rate.

Requested Board Action

It is recommended that the Governing Board approve:

1. Increasing the registration fees by \$25 for both commuter and non-commuter.
2. Authorize staff to develop a financial plan to include a potential combination of, 1) changes in the cost distribution of the giveaways, 2) use of the business account funds, and 3) working with the Foundation to request an increase in funds to compensate for meals in order to remove meals from the grant.
3. Establish policy regarding complimentary slots.

ST-53

The current WMD SRT hybrid breathing system is the Patriot. These were the state of the art in 2005 when they were purchased for \$13,000 each. However the routine maintenance of all 110 of them costs over \$40,000 a year and they are very susceptible to malfunction. We would like to replace them as we can afford it with the Avon ST53 system. This system is built using the currently issued WMD SRT respirator, the FM53 and functions very similar to and requires the same regular maintenance as a standard SCBA. Three quotes were received and the lowest one was from Pro-Tech for \$3,910.20 each. In the August Board meeting, the Board approved the purchase of 40 of the ST-53's at a cost not to exceed \$156,408. Those ST-53's have been purchased and distributed to teams.

Given the FY10 spending plan proposals, the effort to spend down the current funds AND the \$100,000 spending limit without Board approval, staff has purchased 25 more of the ST-53's at a cost just shy of approximately \$98,000.

The proposal is to purchase 15 more ST53's out of current FY10 grant funds at a cost not to exceed \$70,000. Even though this specific request does not exceed the \$100,000 limit, the cumulative amount would be \$170,000, which DOES exceed the limit.

Requested Board Action

Staff requests the Board authorize the expenditure not to exceed an additional \$70,000 of current FY10 grant funds to purchase the ST53's.

New Jersey EMAC Response

On October 29, 2012, Hurricane Sandy struck the northeastern United States coastal areas – primarily New York and New Jersey. On November 2nd, at approximately 1700, IEMA Director Jonathon Monken reached out to ILEAS requesting that ILEAS start the coordination of an Emergency Management Assistance Compact (EMAC) law enforcement response to the State of New Jersey. Hurricane Sandy had left large portions of eastern New Jersey devastated and the security situation started to deteriorate to the point where New Jersey state officials reached out to other states requesting the deployment of ten 25-officer law enforcement patrol strike teams. Given the situation with ILETSB, Executive Director Page requested documentation that ILEAS was authorized to coordinate this response. Director Monken's email:



Wikipedia

-----Original Message-----

From: Monken, Jonathon [mailto:Jonathon.Monken@illinois.gov]
 Sent: Friday, November 02, 2012 5:17 PM
 To: James Page
 Subject: Re: Update

Filling this request has been approved by the governor's office and everyone can proceed forward knowing that they got the backing of the state and the coverage of the emergency management assistance compact. Needless to say time is of the essence

Jonathon E. Monken
 Director, Illinois Emergency Management Agency

For the next four hours, ILEAS staff and the Illinois State Police commanders worked together to put together a package of six strike teams totaling 152 officers/deputies and 50+ troopers. Six hours later, ILEAS submitted a cost estimate of nearly \$980,000 and a commitment for the 152 officers. ILEAS staff assembled on Saturday, November 3rd to start the logistics planning. Shortly after that planning started, IEMA contacted ILEAS and requested that we "stand down." New Jersey needed assistance quicker than Illinois could provide it given the 16 hour drive between Illinois and New Jersey. The original request was filled by closer states.

On November 8th New Jersey sent another EMAC request to Illinois for 50 officers/troopers. The Illinois State Police sent a team of 25 with a command element. ILEAS coordinated the response of a team of 25 Mobile Field Force officers and deputies from Regions 6, 7, 8 and 9/11. ILEAS staff submitted a second preliminary cost estimate for this version costing approximately \$250,000. ILEAS also sent RPC Jim Pearson as administrative support to the entire team. These are the agencies that sent officers/deputies:

Agency	# of Officers & Deputies	MFF Team Name
Bloomington Police Dept	1	Region 7
Champaign County Sheriff's Office	1	Region 7
Fairview Heights Police Dept	1	Region 8
Granite City Police Dept	1	Region 8
Highland Police Dept	1	Region 8
Illinois State University Police	1	Region 7
Jacksonville Police Dept	3	Region 6
Lincoln Police Dept	1	Region 7
Madison County Sheriff's Office	1	Region 8
O'Fallon Police Dept	1	Region 8
Quincy Police Department	3	Region 6
SIU-E Police Dept	1	Region 8
Springfield Police Dept	6	Region 6
University Of Illinois Police Dept	1	Region 7
Urbana Police Dept	1	Region 7
Windsor Police Dept	1	Region 9/11

The entire Illinois team was processed thru Illinois' Reception, Staging and Onward Integration (RSOI) process at IEMA in Springfield on November 10th. Their first shifts in New Jersey started on November 11th. The overall Illinois contingent was commanded by the Illinois State Police Commander Scott Abbott. The ILEAS team was led by the Region 6 Mobile Field Force Commander, Lt. Chad Moore of Jacksonville PD. During the deployment, two officer teams made up of one Illinois State Trooper and one ILEAS team member were assigned either patrol work in coastal areas or fixed site security. All work was done on the night shift. The officers were housed at Fort Dix.

The deployment was successful, with no injuries of any ILEAS officer/deputy or significant property damage. A trooper did receive a minor injury. There were some tire problems with ILEAS agency squad cars, but a local tire company made the repairs at no cost. Team members reported that both the citizens AND New Jersey local and state officers and commanders were VERY appreciative of the Illinois response. They were thanked every day for their efforts and service. They were deployed in the Union Beach coastal area which was completely devastated.



The officers returned to Springfield on November 18, 2012 for return processing. From November 10 thru the 18th, the ILEAS-agency team members worked 110 hours apiece for a total of approximately 2,750 hours. ILEAS staff met with IEMA legal counsel, operations and fiscal staff on Monday November 26 to discuss the reimbursement process. ILEAS is currently finishing the online reimbursement process for the participating agencies which should be open within a few days. It is

anticipated that ILEAS will submit the reimbursement request to IEMA around December 15th. Once the funds are received from IEMA, ILEAS will then send reimbursement checks to the participating agencies.

Policies

The Board has approved several policies over the past several months. This month, the hotel and travel policy is being presented for the Board's consideration. As reported last month, a recent review of hotel costs for all ILEAS grants and projects was conducted. It showed that in one year (9/22/11-9/21/12) ILEAS spent \$265,150 on lodging and conference costs. A significant amount of that was attributed to the ILEAS Annual Conference. Based on these preliminary figures, staff was directed staff to develop a hotel policy to govern how decisions are made as to what hotels/caterers are used, how much is spent, what hotels will be recommended to others, which hotels will be used by staff, etc. This policy requires staff to conduct an annual RFP to develop an approved list of hotels for rotational use and recommendations. This proposed policy is included in the Governing Board packet.

There are three main issues:

- RFP for Hotels - There are a handful of locations where that use is concentrated. Not the least of which is Springfield, Urbana, Wheeling, etc. Given that the amount spent cumulatively exceeds \$100,000, staff felt strongly that it was important to have a defensible position in order to use or to recommend hotels.
 - Since ILEAS hosts many events sponsored and paid for by other entities, we are often asked for hotel referrals for which those entities will be paying. In order to avoid the perception of impropriety, the policy requires an RFP process for hotels to successfully complete in order to get on the referral list. Once that list is established, whenever any ILEAS employee is asked for a hotel referral, he/she would be limited to providing the approved list. This way we know that the hotels on the list have confirmed that they meet certain standards.
 - On the other hand, ILEAS pays for thousands of dollars of hotel rooms itself as part of grant budgets for planning and training for law enforcement and other non-law enforcement committees activities. Staff also felt strongly that the majority of hotels where ILEAS was

paying, should have to successfully complete a competitive process. The proposal is to create a rotation list of hotels that qualify.

- ILEAS is adopting the State Travel Guide to govern the vast majority of the travel and lodging. However, there is no place in the Travel Guide which limits the amount of mileage an employee can make. Restrictions on the amount of travel are left to administrative controls. The policy only outlines what the reimbursement rates are. ILEAS has historically capped mileage at 12,000 miles per year. Starting in 2013, Director Page is recommending that be increased to 15,000 miles per year.
- The State Travel Guide does provide for per diem. Staff estimates that cost not to exceed \$5,000 annually for the entire staff. Permission for trips where per diem will apply is required.

Requested Board Action

Staff requests that the Board adopt the travel policy – including the increase of the mileage limit and the per diem.

Legal Status and HB5555

As the board is aware, a lot of activity regarding ILEAS' legal status and the funding bill HB5555 has taken place in the last two months. President Evans has instructed staff to make a presentation at this Governing Board meeting on both of these issues. A detailed presentation will be made on Thursday. This is a timeline of significant events in ILEAS' history and current events that brought us to this point:

Date	Event	Documents Available
9/11/01	9—11 Terrorist Attacks	
11/19/01	Illinois Association of Chiefs of Police (ILICAP) meets in Rosemont with State and Federal law enforcement partners to respond to the potential for increased terrorism. Four committee established, Law Enforcement Mutual, Aid, Training, Intelligence and Task Forces.	Attendance list (sign-in) & agenda
03/06/02	Illinois Emergency Management Agency (IEMA) hosts meeting to discuss statewide law enforcement mutual aid. ILICAP, IL. State Police (ISP) and IL. Sheriffs' Association (ISA) attends with others from IL. Terrorism Task Force (ITTF).	Attendance list (sign-in)
05/6-8/02	IEMA LE Mutual Aid Committee meets where the specific ILEAS plan is presented.	Attendance list (sign-in) & ILEAS plan, mutual aid agreement and by-laws
10/10/02	Invitation goes out to law enforcement agencies statewide inviting them to regional meetings to discuss the establishment of ILEAS and statewide mutual aid	Form letter
10-24/02 – 12/12/02	8 regional meetings take place: Regional Boards are established by election, mutual aid agreements signed, regional by-laws established.	Regional Board election results, agenda and schedule
01/10/03	Letters sent out to regional boards inviting them to the first statewide ILEAS Governing Board meeting. Sent by the ITTF mutual Aid Steering Committee	Letter and email about by-laws
01/30/03	First statewide ILEAS Governing Board meeting in Springfield. By-laws proposed in regional format (article IV, Sect. 1). Officers elected.	Agenda, roster and by-laws
03/6-7/03	ILEAS Governing Board meeting's discussion about concerns and issues of by-law wording.	ILEAS meeting agenda and minutes
05/1-2/03	Revised by-laws adopted with amendments by statewide Governing Board	Minutes
06/5-6/03	By-Laws adopted again – modified and incorporated based on attorney advice for insurance purposes	Minutes
06/24/03	Not for profit Incorporation filed by members of the Executive Committee of the Governing Board as a basis to obtain insurance protection for Board members	Incorporation papers
08/7-8/03	Statewide Governing Board meeting, grants being issued to ILEAS from IEMA, work begins in earnest	Agenda, minutes
03/22/05	DHS clarifies rules. Legal advice provided by counsel which expresses that ILEAS the interagency consortium = corporation. Both can simultaneously exist.	Letter from Attorney

Date	Event	Documents Available
03/23/05	Resolution adopted by the Statewide Governing Board expressing that the consortium by-laws = non-profit by-laws	Resolution and Minutes
09/21/05	Consortium by-laws re-adopted	Consortium by-laws
12/6/07	Last by-laws amendment for electronic voting	Minutes
08/25/09	Corporation allowed to dissolve – single consortium meetings only.	Agenda
4/21/10	ILETSB Director McClain attends meeting at ILEAS and proposes ILETSB move PTI from U of I to ILEAS	Meeting Agenda Entry
3/6/12	ILEAS HB5555 hearing – bill passed as shell bill – amendment #2 filed and referred to Rules Committee	Original and Modified Bill language – General Assembly
4/20/12	Based on Rep. Dugan request, ILEAS sends request to Attorney General for opinion on ILEAS status as public agency	Letter
5/1/12	AG response that ILEAS is not authorized to make AG requests	Letter
6/25/12	Senator Millner makes request for AG opinion on ILEAS public agency status	Letter
10/18/12	Letter to ILEAS From Director McClain questioning ILEAS sent. Letter copied to State's Attorneys	Letter
10/23/12	Response to McClain from Beckwith	Letter
11/1/12	IEMA letter from Director Monken after consultation with Governor requesting 90 day review	Letter
11/5/12	Letter to Governor Quinn from Beckwith	Letter
11/8/12	Jim Page and Mick McAvoy meet with ILEAS attorney Richard Stites	
11/16/12	Meeting between Attorney General Senior Staff and ILEAS	
11/26/12	Amendment #3 filed by Speaker Madigan's Office on Dugan's behalf – Hearing Scheduled for 11/27/12. This version amends Intergovernmental Cooperation Act to define ILEAS as a public agency.	Modified Bill language – General Assembly
11/27/12	Evans & Page travel to Springfield for hearing. McClain meets with Dugan with objections to bill based on homeland security implementation concerns. Dugan postpones hearing until January. Dugan promises meeting between ILEAS, McClain, ITTF and other interested parties.	General Assembly HB555 log
Current	Dugan meeting remains unscheduled.	

Open Meetings Act Training

As the Board is aware, there is a statutory requirement for board members to complete the Open Meetings Act online training sponsored by the Illinois Attorney General. We have asked that everyone who completes the training submit a copy of their certificate so that ILEAS has records of compliance with the statute. Board members have until December 31st to complete the training. To date, we are aware of the following Board members that have not submitted a copy of their certificate:

We still need certificates from:

- | | | |
|------------------|------------------|------------------|
| 1. Tom Schneider | 5. Andrew Hires | 9. Victor Moreno |
| 2. Jeff Swoboda | 6. Keith Brown | |
| 3. Mike McCoy | 7. Steve Georgas | |
| 4. Jim Vazzi | 8. Eric Smith | |