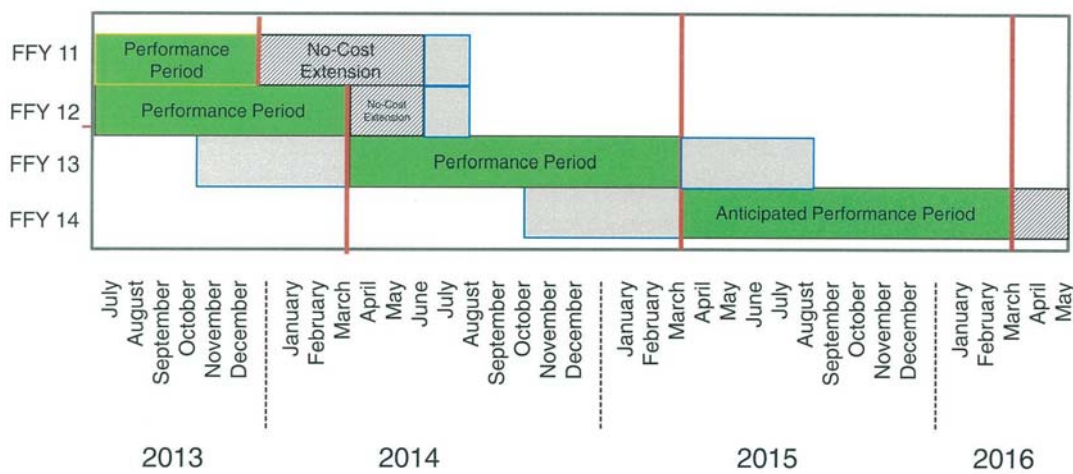


**2014 Budget**

Congress has not been adopting funding bills on a regular fiscal year process as in the past. Even though the Governing Board just adopted the Federal FY2013 budget in August, the 2014 budget process for ITTF has started. In the past, ILEAS managed multiple year grants at once. We did not start spending funds from the upcoming grants until previous years were spent. Given Congress's unpredictable budget process, the timelines for these grants have become equally unpredictable. This chart depicts the timing of grants from FY11 through FY14.

## State Homeland Security Program FFY 2013 Project Funding Plan



This shows the complexity of budgeting that is required when multiple years are being balanced simultaneously with intermittent availability and occasional extensions. As a result, ILEAS' budget request for FY14 was higher than FY13 because FY 13 was planned to be less than one year. FY 14 is for an entire year. ILEAS responded to ITTF's request that each committee submit budget proposals for consideration by February 26, 2014. This "no new programs base budget" was approved by the Board at the meeting on March 4, 2014. **(Please note that this budget is only for law enforcement programs and not supplemental projects for which ileas is the fiduciary).** Please note that the proposed budget had a 3% increase for vendors/contractors and a 3% increase for salaries built in. As requested by the Board, the salary increases are NOT automatic. The actual implementation of salary increases will be discussed by the Board in subsequent meetings later in the year.

On March 26, 2014 ITTF met and considered all the 2014 budget requests from all the committees. President Snyders attended that meeting and worked with Pete Smith to submit ILEAS' budget priorities for other committees. On April 17, 2014 ILEAS learned what law enforcement projects were to be awarded by IEMA as shown below.

### Car Plan – Mutual Aid

This program organizes and coordinates the statewide law enforcement mutual aid response system (Car Plan), which provides responses by regional police officers to assist other agencies during short and long term emergencies. The Program supports operations at Northwest Central Dispatch and Peoria Emergency Communications, which serve as primary and backup dispatchers for statewide law enforcement and related resources.

<b>Project</b>	<b>Requested</b>
NWCD	\$24,000
Peoria	\$16,000
Planning Support – Staff /Vendor	\$328,177
Planning Support – Other	\$10,000
<b>Total</b>	<b>\$368,177</b>

**ITTF Approved = \$368,177**

Special Teams – Deployable Team Assets

The Interoperable, Deployable Teams program maintains the training and equipment of existing Special Response Teams (SRT), Mobile Field Forces (MFF), and the Bomb Teams (EOD), providing the capabilities to effectively respond to weapons of mass destruction incidents, regional emergencies, civil disturbances, and other events requiring specially trained and equipped law enforcement personnel and resources. Overtime costs resulting from training and high-level exercises are reimbursed to the law enforcement agencies who contribute officers to the interoperable teams.

<b>Project</b>	<b>Requested</b>
OT/BF	\$1,500,000
Equipment	\$588,000
Validation Exercises	\$134,000
Team Training Courses	\$300,000
Staff Salaries	\$162,172
Travel	\$9,000
<b>Total</b>	<b>\$2,693,172</b>

**ITTF Approved = \$2,693,172**

Training – Statewide Mutual Aid Training

Continuation of this program will support the ILEAS Training Center facility and Homeland Security-related training programs provided both at the ITC and various field locations, mainly geared toward law enforcement needs. Various emergency management exercises will be conducted as a training tool for law enforcement officers and agencies.

<b>Project</b>	<b>Requested</b>
ITC Lease	\$430,512
Courses and Exercises	\$0
Staff Travel and Workshops	\$2,000
Staff Salaries	\$269,675
Equipment – Other	\$20,000
<b>Total</b>	<b>\$722,169</b>

**ITTF Approved = \$722,169**

Planning – RPCs, Workshops and Conferences

The Planning Program includes staff to provide field services to over 900 law enforcement agencies in Illinois, including coordination and facilitation of obtaining emergency resources, mutual aid personnel, preparation for emergency situations, assistance at emergency operations centers, development of emergency management exercises, compliance with NIMS practices, assistance with ILEAS membership services, public speaking, and liaison to various law enforcement professional associations. The Planning Program includes an annual conference and regional workshops such as “Who Is Coming To My Disaster?” This workshop brings law enforcement executives and commanders in a region together and introduces them to the various components of emergency disaster response such as IMERT, IPWMAN, IEMA, MABAS, etc. This planning also maintains the ILEAS Agency Preparedness Program (IAPP) which encourages law enforcement agencies to work through a process to become better prepared for disasters.

<b>Project</b>	<b>Requested</b>
RPC Travel	\$120,000
Conference	\$44,000
Regional Workshops	\$0
Staff Salaries	\$1,136,025
Planning Other	\$50,000
Travel	\$9,000
<b>Total</b>	<b>\$1,359,025</b>

**ITTF Approved = \$1,359,025**

Fiduciary Grants

ILEAS routinely receives grants for other ITTF committees wherein ILEAS acts as the fiduciary agent. The number and size of those grants have started to diminish over the last two fiscal years. It should be noted that these grants have NOT been finalized. These figures are ILEAS' last, best estimate of budget allocations. ILEAS is waiting on the responsible ITTF committee to submit final versions. The following are the ILEAS fiduciary grants given what we know now:

School Security

The School Security grant requests were submitted through the Community Resiliency Committee so projects details are unavailable. However, there are no new projects included. The continuation of current programs is anticipated. **ITTF Approved = \$149,595.79**

Incident Management Team

The IMT grant request were submitted through the Emergency Management Committee and details are unavailable at this time. However, there are no new projects included. The continuation of current programs is anticipated. **ITTF Approved = \$35,000**

Illinois Medical Emergency Response Team (IMERT)

The IMERT grant request was adopted through the Public Health Committee. The IMERT grant is only for salary for Chris Jansen as discussed in the March 2014 Board meeting. **ITTF Approved = \$61,052.63**

Illinois Public Works Mutual Aid Network (IPWMAN)

The IMERT grant request was adopted through the Public Health Committee. The IMERT grant is only for salary for Chris Jansen as discussed in the March 2014 Board meeting. **ITTF Approved = \$34,200**

Management and Administration (M&A)

ILEAS is allowed 5% of each project for management and administrative costs (M&A). That amount is estimated to be **\$284,652.61**.

**Summary (rounded)**

<b>Project</b>	<b>Requested</b>
LE - Mutual Aid	\$368,177
LE - Training	\$722,170
LE - Planning	\$1,359,025
LE - Special Teams	\$2693172
Non-LE -School Safety	\$142,116
Non-LE – IMT	\$33,250
Non-LE – IMERT	\$58,000
Non-LE – IPWMAN	\$32,490
M&A	\$284,653
<b>Total</b>	<b>\$5,693,053</b>

**Totals (rounded)**

Law Enforcement Projects	\$5,142,544
Fiduciary Projects Adopted	\$265,856
M&A	\$284,653
<b>Grand Total</b>	<b>\$5,693,053</b>

**Requested Board Action**

Staff requests that the Governing Board:

- formally adopt the FY 2014 State Homeland Security Grant Program funds as described
- direct the staff to work out the grant paperwork and details with IEMA to implement the FY14 SHSGP

<b>Check Signing Resolution</b>
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With Larry Evans' departure, ILEAS is required by our bank to adopt a new check signing resolution to add President Snyders to the list. The Resolution will identify the following as authorized check signers:

Dave Snyders          Derek Hagen          James Page          Janet Plotner          Jim Luecking

**Requested Board Action**

Staff requests that the Board adopt the check signing resolution that updates the authority to sign ILEAS checks.

<b>WMD Special Response Team Truck Replacements</b>
---

At the November 2013 Board Meeting, the Board approved \$800,000 for the SRT Vehicle Replacement Project. We are replacing the 2004 and 2005 Ford Excursions with Ford F350 Diesel Quad Cab 4-Wheel drive pick-up trucks with modifications that include a topper, running boards, handholds, equipment slide out with



storage, charging stations and other lights and siren. The truck, topper and slide out were purchased from the State Bid holder. The modifications were bid out. We received 3 bids and LDV submitted the lowest bid and the only one to meet all specifications. We initially estimated that we could complete the entire project for \$800,000; however the lowest bid for the modifications brought us to \$50,740 over the estimate.

The trucks are in the process of being delivered to the up fitters. The pre-construction meeting has taken place. The first trucks will begin the up fit

process sometime in the next couple of weeks. The trucks will be delivered in a staggered fashion with the last of the trucks completed by June 30th.



### Requested Board Action

Staff is requesting the Board to approve additional funds not to exceed \$100,000 to complete the project to allow for increased price due to possible change orders. The funds will come from the existing budget and or from additional capital replacement funds authorized by ITTF.

### Requested Board Action

Staff requests that the Governing Board vote to accept the award for the approved capital replacement projects.

## Update on the Law Enforcement Mutual Aid Agreement Adoption

As the Board is aware, the new Law Enforcement Mutual Aid Agreement (LEMAA) as approved by the Board was debuted at the 2014 Conference on March 3<sup>rd</sup>. Since then, ILEAS has received nearly 80 signed LEMAs from various agencies across the State. The majority of them have been sent in accompanied by council/board resolutions. Approximately three to four come in every day. The agencies that have signed are attached to this report. Priorities have been established for the Regional Planning Coordinators (RPC) to help current member agencies get the new agreement signed:

1. Governing and Regional Board Member Agencies
2. Counties
3. Agencies participating on ILEAS Special Teams
4. Agencies with over 50 officers

The Governing and Regional Board member agencies are critical. The LEMAA provides for the current Boards to stay in place until the Conference in 2015 when the regular bi-annual election takes place. However, with regard to the Co-Chairs, only the sheriffs and chiefs of agencies that have signed the new LEMAA may be elected. To date, five of the 39 Governing and Regional Board members have submitted their new LEMAA (bold and italics):

- |                     |                 |                     |
|---------------------|-----------------|---------------------|
| • Algonquin         | • Decatur       | • Iroquois County   |
| • Bartonville       | • DeKalb County | • Lake County       |
| • Belvidere         | • DuPage County | • Libertyville      |
| • <b>Cary</b>       | • East Moline   | • Macon County      |
| • Cahokia           | • Farfield      | • Madison County    |
| • <b>Carbondale</b> | • <b>Flora</b>  | • Mascoutah         |
| • Clinton           | • Geneseo       | • McDonough County  |
| • Collinsville      | • Harrisburg    | • Montgomery County |

- Murphysboro
- Peoria County
- Pontiac
- Quincy
- Richland County

- Robinson
- **Saline County**
- Sherman
- Steeleville
- **Stephenson County**

- Tinley Park
- Western Springs
- Winnetka
- Washington
- Windsor

### Requested Board Action

No Board action is required. However, staff requests that the Board member agencies hold Regional Board meetings to:

- update the Regional Boards on the importance of their agencies signing the new LEMAA
- relay to them what agencies have already signed in their Regions
- Discuss a plan to encourage every member agency to adopt the new LEMAA as soon as possible

### Indilus Contract Sole Source Approval

The current contract between ILEAS and Indilus Technology, LLC is completed. The question at hand is regarding the future of who will be providing the Software Development and Database Administration for ILEAS. Looking at this in simple terms, there are two alternatives. One is to prepare and submit a Request for Proposal for providing the Software Development and Database Administration for ILEAS. Another option is to determine that the services Indilus provides constitutes a Sole Source Procurement by ILEAS. ***Both alternatives would be in line with the ILEAS Purchasing Policy.***

In general, a Sole Source Procurement is appropriate when a service is unique in nature, or is available from only one source. The cost must be fair and reasonable. Frequently, a Sole Source Procurement is justified because the compatibility of service is a paramount consideration. This one circumstance in particular, where ***'compatibility of service is a paramount consideration'***, could not be any more relevant than the current relationship of Indilus with ILEAS.

Here is some of the history and facts pertaining to Indilus and its services to ILEAS. Indilus has been involved with ILEAS pretty much since ILEAS' inception. In the beginning, they built the membership and PO systems, along with other tools for the Director, Board Members and the agencies. Indilus has either created or has enhanced the following:

- **Purchasing System:** Crucial part of the ILEAS financial system, which keeps track of all quotes, invoices, payments, other required financial documents. This system also keeps track of all of the grants that ILEAS is responsible for, including the grant documents, GANS, and required schedules. This well organized and easy to use system is used directly by IEMA personnel to directly download our purchasing information and then process it for payment requests to the State of Illinois. MABAS and IEMA use this system as well.
- **Membership System:** The Membership System for the agencies is really the core of what was built for ILEAS. The agencies are the basis for mutual aid, special teams, and their deployments as well as their training reimbursements. The first version was built in 2004 and has been built to be a reliable dispatch system. Additionally, dispatchers at NWCDS and Peoria now use a collaborative dispatch system where they can see the actions of other dispatchers in near real time and RPC's and agencies themselves can immediately see information relevant to callouts they're involved in.
- **Special Teams Deployment/Emergency Response:** Indilus has designed the system (Resource Search Tool) that keeps track of the Special Teams (those sent to Katrina or G-20 for example), their commanders, members, training events, etc. These systems are also designed to create reimbursement requests from the agencies which flow directly to the PO system, after a review process.
- **Rebanding:** Indilus created the system tools to perform the scheduling, onsite data collection, reporting, data reconciliation, and reimbursement with the PO system during rebanding, making it a much easier, fluid process.

- **Inventory:** Created the original inventory system which tracked inventory equipment issued to ILEAS agencies. Also provided for field inspectors to oversee, spot check, and verify inventory onsite. Indilus is currently working with ILEAS staff on upgrades to the system.
- **Other:**
  - **Disaster Recovery:** able to recover significant files when the crash occurred.
  - **ILEAS Conference:** creation of conference registration and administration tools, along with assisting IESMA with their conference.
  - **IESMA:** creation of membership system for IESMA as well as their own PO system.
  - **IL-TERT:** creation of membership system for IL-TERT, including managing their deployable TERT teams.
  - **Technical Support:** Provide 24/7 support to the ILEAS staff, including IT staff, and MABAS staff. Also provide recommendations as to new and innovative techniques. They also provide data analysis if a piece of information is needed that cannot be located by ILEAS staff.

***It is important to note that involved in most of these items are not just writing code; but the provision of: Planning, Development, Training and Support services.***

So, in the final analysis, there are solid reasons as to why the services provided by Indilus Technology, LLC are considered a Sole Source Procurement:

- First of all, Indilus has created and supported systems, owned by ILEAS, that no other vendors offer. These systems include the ILEAS Membership Tools, the ILEAS Purchase Order System, and the ILEAS Resource Search Tool.
- Indilus also is unique in the fact that they have years of institutional knowledge about ILEAS and the operations of ITTF, in general. To remove that institutional knowledge from the operations of ILEAS would also remove all of the important details unique to their role as consultants and programmers.
- By continuing the contractual relationship with Indilus it will also ensure the seamless continuation of the scope of work desired by ILEAS and in the end, ITTF.

It is important to note that regarding cost comparison of Indilus' current contract, the two Indilus employees' hourly rate calculates out at \$70.31 per hour. In comparison, there are software developers and programmers working for the State of Illinois at \$150.00 per hour. Indilus currently receives \$24,375 per month from ILEAS.

### **Requested Board Action**

It is recommended that the purchase of services with Indilus Technologies, LLC constitute a Sole Source Procurement and further recommended to authorize a negotiation of a contract with Indilus Technologies, LLC at a not-to-exceed monthly rate of \$25,500.

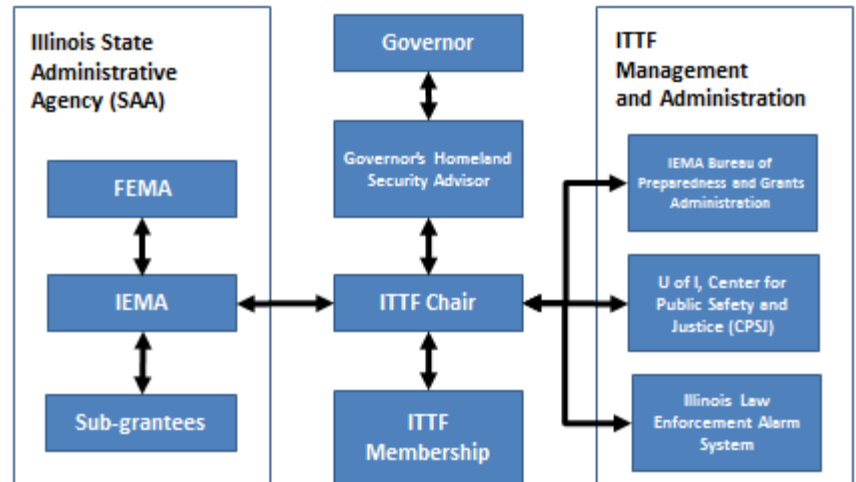
<b>ILEAS/CPSJ/ITTF Employees Proposal</b>
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Over the years, ITTF asked ILEAS to be the fiduciary for various projects and provided the person that they wanted hired to manage them. ITTF has the same arrangement with the center for Public Safety and Justice (CPSJ – the former RICP at U of I in Springfield) for several other employees and projects. Like ILEAS, the CPSJ is part of the team that IEMA relies on to manage many homeland security programs and grants. Note the organizational chart for a depiction of how that management process is laid out. Staff reported to the Board in November that ILEAS was in negotiations with ITTF and CPSJ to completely realign these employees and projects. ILEAS wanted to drop many of them and to focus on fewer issues. These talks have been ongoing ever since. The Board voted to - *“continue work with the CPSJ and the ITTF to establish a common effective and efficient governance/process of supervision/management of staff that support projects approved by the Governing Board and report back to the governing Board on the results of those discussions with recommendations to streamline and/or improve the process.”*

The subject of these discussions was the development of a comprehensive strategy for authority, responsibility and management of the various grants that ITTF oversees. Illinois local law enforcement benefits from ILEAS' participation in these programs – school safety training & intelligence, communications, etc. However, as the Board is aware, there have been instances where ILEAS assisted with programs that did not directly benefit local law enforcement – specifically, the Emergency Management Grants (which ILEAS dropped last year) and Credentialing. ILEAS currently manages grants for:

- Private Sector Alliance – **Edie Casella**
- School Safety Intelligence – **Maria Langheim**
- Cyber-Terrorism Planning - **Jim Wolf**
- IMERT – **Chris Jansen**
- Interoperable Communications/Wireless Broadband – **Joe Galvin**

## Illinois Terrorism Task Force



As a result of these discussions, an agreement has been reached with IEMA/ITTF as follows:

- On July 1, 2014, ILEAS will no longer be responsible for **Mia Langheim** (School Intelligence \$70,000/annually), **Edie Casella** (Private Sector Alliance Project \$100,000 annually) and **Jim Wolf** (Planning and Cyber-Terrorism \$53,876 annually). The total for these three is **\$223,876**. They will be retained by ITTF but moved to some other organization for fiduciary and employment services.
- Starting May 4, 2014, ILEAS will begin to employ one 30 hours per week account technician. Starting in September of 2014, ILEAS would pick up three more part-time account technicians that have been with ITTF for several years but working for CPSJ. Each of them are part-time and make \$20/hour. The FTE for ILEAS stays the same but the amount of salary levels drops to approximately **\$100,000** – a 55% payroll reduction.
- Current employee, Deb Clark will be re-assigned as a supervisor for all ILEAS staff at the IEMA building. This will provide direct feedback regarding their performance, hours, activities, etc. Deb and the account technicians will work for Jan Plotner.

Staff recommends this move. It gets ILEAS out of Private Sector Business Mutual Aid, School Intelligence, and IEMA Planning/Cyber-grant management business. We lose three programs and expand one we are doing already as we already do financial management. This change reduces:

- payroll
- travel
- workers' compensation insurance costs
- eliminates some cell phone bills

It will be easier to manage by streamlining our operation and makes life easier for our financial staff. If the board approves, ILEAS will have dropped:

- all emergency management grants
- credentialing
- business mutual aid (private sector alliance)
- school safety intelligence



- cyber planning
- *Additionally, ILEAS no longer has any communications grants for licensing StarCom21 after this year.*

**Requested Board Action**

Approve the proposed plan as described above:

- Agreeing with ITTF to drop grants for the Private Sector Alliance Project, Cyber Planning and School Safety Intelligence on June 30, 2014
- Agreeing to accept funds to pick up one 30 hour per week and three 20-25 hour account technicians
  - The 30 hour employee on May 4, 2014
  - The three 20-25 hour employees in September on a date mutually acceptable to ITTF/ILEAS
- Adjust Deborah Clark’s job description to include supervision duties for the account technicians
- Authorize staff to make the logistical arrangements and establish working conditions and specifics for the new staff

**Salary Schedule Adjustment**

If the Board approves the adjustments described above, an adjustment in the Salary Schedule above will be required. After the Board approved IMERT’s Chris Jansen salary in March, he was folded into the GRANT COORDINATORS level with no salary range adjustments necessary. The Salary Schedule is proposed to be (only the highlighted items change):

Description	Job Title	Salary Range
<b>Executive Director</b> – Responsible to the Governing Board for All ILEAS activities	<ul style="list-style-type: none"> <li>• Executive Director</li> </ul>	\$107,451-\$114,105
<b>Administrative Manager</b> – Manages the daily activities of ILEAS and personnel issues and provides key leadership role representing the Executive Director for statewide functional disciplines	<ul style="list-style-type: none"> <li>• Chief of Staff</li> <li>• Finance Manager</li> <li>• Special Teams/Mutual Aid Manager</li> </ul>	\$73,500-\$89,546
<b>Manager Technical</b> - responsible for statewide critical programs with technical skills	<ul style="list-style-type: none"> <li>• IT Coordinator</li> <li>• Assistant Special Teams Manager</li> <li>• Special Projects Manager</li> <li>• Facility Manager</li> <li>• Communications Liaison</li> <li>• FirstNet System Architect</li> </ul>	\$59,650-\$78,750
<b>Grant Coordinators</b> – Responsible for the implementation of specific grants and/or programs	<ul style="list-style-type: none"> <li>• Grant Finance Coordinator</li> <li>• Grant Fiscal Grant &amp; Travel Coordinator</li> <li>• Inventory Coordinator</li> <li>• Training Support Coordinator Training Coordinator</li> <li>• FirstNet Outreach Liaison Coordinator</li> <li>• <b>Medical Programs – IMERT</b></li> </ul>	\$50,636-\$63,959
<b>Regional Planning Programs</b> – responsible for the implementation of law enforcement mutual aid programs within regions	<ul style="list-style-type: none"> <li>• Regional Planning Manager</li> <li>• Regional Planning Coordinator</li> </ul>	\$45,678-\$64,000
<b>Administrative Support</b> – responsible for daily administrative support for ILEAS	<ul style="list-style-type: none"> <li>• Administrative Assistant</li> <li>• <b>Administrative Supervisor</b></li> </ul>	\$32,443- <b>\$43,000</b>
<b>Part-time Hourly</b>	<ul style="list-style-type: none"> <li>• Special Teams Trainer</li> </ul>	\$70.00-\$98.75
	<ul style="list-style-type: none"> <li>• Assistant Special Teams Trainer</li> </ul>	\$70.00-\$92.90
	<ul style="list-style-type: none"> <li>• School Safety Instructor</li> </ul>	\$73.34
	<ul style="list-style-type: none"> <li>• Agency Outreach Coordinator</li> </ul>	\$30.60
	<ul style="list-style-type: none"> <li>• <b>Account Technician</b></li> </ul>	<b>\$20.00</b>

Deborah Clark will remain in the ADMINISTRATIVE SUPPORT level but identified as an Administrative Supervisor and the upper level of the salary range adjusted up 2.8% to accommodate her increase from \$20.40 to \$23 per hour to adjust for no increases for three years PLUS her newly expanded responsibilities.

Account Technicians will be added to the Salary Schedule at \$20 per hour.

**Requested Board Action**

Staff requests that the Board approve the Salary Schedule adjustments as described.

**Emergency Management Grant MOU's To Transfer Equipment to Logan County**

In stages, over the past six years, ILEAS has purchased equipment for the use of local emergency managers. The funds came from grants provided by IEMA and the purchases were made in cooperation with the Emergency Management Committee of the ITTF. The equipment includes 66 portable emergency generators and 2 trailers for emergency management support teams. The generators and trailers have not been retained by ILEAS, but have been granted by ILEAS to units of local government throughout Illinois through Memorandums of Understanding (MOUs). At this time, ILEAS, does not have control of the generators; however, it is left with administrative duties such as inventory and record keeping.

Subsequent to the purchase of the equipment, Logan County has contracted with IEMA to be a centralized dispatching agent and asset manager for local emergency management throughout Illinois. Logan County is willing to add the administrative responsibilities which came with the grant to the logistical responsibilities it already has. Logan County is stepping in to be the "ILEAS" of Emergency Management.

Working with representatives of IEMA and Logan County, staff drafted the proposed "Assignments." Through these Assignments, ILEAS would turn all of its rights and responsibilities for these items over to Logan County; Logan County would accept all the rights and responsibilities; and IEMA would agree to the change. IEMA must agree to the change because it is a party to the original grants. The affected grants are:

<u>Date of Grant</u>	<u>IEMA Grant</u>	<u>Item(s) to Transfer</u>
September, 2008	08IESMAEQU	EMAT1 – Command Trailer
October, 2009	09ILEASCON	EMAT1 – command Trailer
November, 2009	09ILEASGEN	64 Generators and Accessories
October, 2010	10ILEASEOC	2 Generators, Accessories, and EMAT 2
November, 2010	10ILEASMST	EMAT 2
January, 2012	11ILEASCON	Accessories for 2 Generators

The six Assignments are identical with the exception of the specific description of the equipment involved. A copy of one of the six Assignments is attached.

It should be noted that ILEAS will retain control over 6 of the generators and supporting equipment that is located at the Ogle County Sheriff's Office. There was a significant disagreement between the emergency management managers and the Ogle County Sheriff Harn regarding the management and use of the generators. As a result, those 6 generators remain in ILEAS' inventory. Through an agreement with Ogle County, those generators are available for law enforcement throughout the State if necessary.

**Requested Board Action**

Staff requests that the Governing Board:

- Approve the Assignment of the rights and responsibilities over these items to Logan County
- Authorize the Executive Director to sign the Assignments on behalf of ILEAS

## New Mutual Aid Agreement Provisions – Attachment A Changes

In order to document a record of actual updates to the new Law Enforcement Mutual Aid Agreement (LEMAA), it is recommended that the Board officially acknowledge updates as they occur. The first update is the changes to Attachment A, the list of current Board members. Since the LEMAA was developed, the Board listed on Attachment A has changed as follows:

- Captain William Smith is no longer the Illinois State Police Representative. The current ISP representative is Lieutenant Colonel Tad Williams.
- Chief Thomas Roman is no longer the Region 3 Co-Chair. The new Co-Chair is Cary Police Chief Patrick Finlon.

### Requested Board Action

Staff requests that the Board formally vote to recognize the changes to the LEMAA Attachment A.

## New Mutual Aid Agreement Provisions – Ex Officio Consultants

Historically the President has appointed ex officio non-voting advisory members to the Board. Ex officio members are not required, nor do they count towards, a quorum. The new LEMAA also authorizes the appointment of ex officio “consultants” to the Board. The ex officio member Section in the LEMAA reads as:

The President of ILEAS, with the advice and consent of the Governing Board of ILEAS, may appoint any number of *Ex-Officio* Governing Board consultants **for the benefit of obtaining their counsel and advice** but such individuals, if any, as are appointed to *Ex-Officio* Governing Board consultant positions shall not have any voting rights on matters to be decided by the Governing Board and, relative to the Board, are not agents or servants of the Governing Board, ILEAS or any Signatory Public Agency.

The current ex officio members are:

- ITTF – Don Kauerauf (IEMA)
- MABAS – Mike Dilley (MABAS)
- ILETSB – Jeff Fritz (ILETSB)
- IACLEA – Pat O’Connor (Morraine Valley)
- Transportation – Doug Knott (METRA PD)
- FBI – Steffan Nass (FBI)
- IDOC – Brian Adams (IDOC)
- ILTERT/Communications – Brian Tegtmeyer (Du-Comm)

It should be noted that ILEAS has appointed representation to the MABAS Board & ITTF and routinely attends their meetings. ILEAS attends all ILETSB Board meetings as well.

### Requested Board Action

Staff requests that the Board discuss the issue of ex officio members to the Board.

## New Mutual Aid Agreement Provisions – By-Laws & Powers of Officers

ILEAS has a set of by-laws and amendments that have been in place since the beginning. Staff believes it is time that the By-laws be reviewed and updated with regard to various issues. This should have Board member involvement at some level. The current By-laws and amendments have been provided in the packet. These are referred to in Sections:

- 3.a.1.e - Quorum
- 3.a.4.b – Powers of Officers

The issue of what the quorum is is NOT currently described in the by-laws. Our practice has been to follow the principles outlined Open Meetings Act (OMA):

- There are 21 Governing Board members
- Since it takes 11 board members present to be over half of the Board, the quorum should be set at 11

**Requested Board Action**

Staff requests that the Board:

- Adopt 11 as the quorum for Board meetings
- Authorize the updating of the By-laws for presentation and adoption at a later date with the participation of one of more Board members

**New Mutual Aid Agreement Provisions – Establishment of a Plan**

Section 3.a.2 requires the establishment of a formal mutual aid plan. One existed originally in 2003. ILEAS has extensively modified the plan but never updated the original document. The original document is included in the Board packet. It needs revised to reflect the current practice.

**Requested Board Action**

Staff requests that the Board direct the revision of the ILEAS Mutual Aid Plan document to be presented to the Board at a later date.

**New Mutual Aid Agreement Provisions – Involuntary Termination**

Any agency can terminate its membership from the ILEAS consortium at any time for whatever reason it desires. However, the LEMAA authorizes the Board to involuntarily terminate an agency from participating in the consortium. Section 7.e provides for this and indicates the Board must establish conditions for involuntary termination. There are no current membership termination policies. Similar to the By-laws, there should be Board member participation in the development of termination procedures. Staff believes the best practice would be to develop the termination procedures PRIOR to having to face the act of termination itself.

**Requested Board Action**

Authorize the updating of the involuntary termination process for presentation and adoption at a later date with the participation of one of more Board members.

**New Mutual Aid Agreement Provisions – Approval OF State & Private MOUs**

**Statewide Agencies MOU**

As has been discussed in recent Board meetings, ILEAS has adopted the strategy for the implementation of the new LEMAA that only public local agencies should sign the LEMAA. This is because only public agencies can agree to participate in a consortium pursuant to the Intergovernmental Cooperation Act. This includes municipalities, special districts and counties. With regard to the Act, the primary purpose of the LEMAA is to provide a legal vehicle for municipal and county law enforcement to operate outside their jurisdiction, to create ILEAS and establish the rules for how mutual aid works. As part of the review and development process, the lawyers agreed that the best route for law enforcement agencies with statewide jurisdiction was not to participate in the LEMAA. They already have statewide jurisdiction. Their inclusion raises the potential that

ILEAS would have to comply with a host of other Acts that apply to State agencies that ILEAS does not have the resources to manage. Instead, with advice from Dick Stites, staff has developed a basic MOU for agencies with statewide jurisdiction – Illinois State Police, Illinois Secretary of State Police, Illinois Commerce Commission Police, the Attorney General Investigative Division and the Department of Natural Resources. This proposed MOU is attached. It basically establishes that ILEAS and the State Agency agree to work together and keep each other informed as to their actions when responding to disasters.

**Private Agencies MOU**

There are private organizations in Illinois that have legitimate police authority and who employ sworn police officers certified by the Illinois Law Enforcement Training and Standards Board. There are primarily two other classes of these private agencies – railroads and private universities and colleges. Section 6 of the LEMAA establishes Affiliate Agencies who can participate in the mutual aid system but not in the governance of ILEAS.

Again, with the assistance of counsel, staff has developed the MOU (included in the packet) for these private agencies. The LEMAA requires the Board to ascent to each MOU for affiliates. Therefore, a process for application and approval must be developed. The staff will present to the Board at a later date a proposed process for Affiliate Agency review and approval.

**Requested Board Action**

Staff requests that the Board approve the State MOU and the Private Agency MOU as presented and direct staff to implement those MOUs.

**SCBA/Patriot Update**

As approved by ITTF the first to have a claim on the SCBA's were the local Bomb Squads. The following received SCBA's: Carbondale-4, DuPage County-7, Kane County-4, Peoria PD-4, UIPD-4, Winnebago County-4.

On 02/12 I sent an email to all agencies that we had approximately 100 SCBA's and 110 Patriots to be distributed to Illinois Agencies. They were given until March 15 to reply. We had an overwhelming response, much higher than anticipated. I had over 200 requests for SCBA's. Since we received more requests than we had units to distribute we had to winnow them down. We notified all agencies that we could give them some but not all they requested and we stressed that these did not include the mask that would cost an additional \$225 before the unit could be used. This eliminated around 50 of the requests, leaving us with 146. We had 104 to distribute and did it as below. Because only 85 of the 110 Patriots were requested each of those requests were filled. We are still waiting the return of some of the SCBA's and Patriots before we can distribute all of them. We anticipate this happening at the next SRT Team Leader meeting May 13.

Agency	SCBA Requested	SCBA Received	Patriot Requested	Patriot Received
Antioch PD	8	6		
Carbondale PD	5	4	15	15
Champaign County	6	3		
Champaign PD			18	18
Champaign County Metro SWAT	6	4	10	10
Edgar County	6	4		
Elgin PD	8	6		
Freeport PD	6	5		
Galesburg PD	4	4		
Galesburg Schools PD	2	2		
Hamilton PD	1	1		
Hillside PD	22	14		
Lincoln PD	6	4	6	6
Kane County	10	6		
McHenry County			10	10

Agency	SCBA Requested	SCBA Received	Patriot Requested	Patriot Received
Ottawa PD	10	7		
Sangamon County	3	2		
Sauk Village	2	2	2	2
Stephenson County	10	6		
South Pekin PD	7	5		
Warrenville PD	6	4		
Williamson County	10	8		
Winnebago County			24	24
<b>TOTAL</b>	<b>146</b>	<b>104</b>	<b>85</b>	<b>85</b>

### Legislative Update

Since the Board met last in March, HB5441 had a hearing in the House of Representatives Revenue Committee on March 27<sup>th</sup>. It was a “subject matter” hearing so no vote was taken. However, the bill is still alive. The online virtual Witness Slip summary was:

Proponents	304
Opponents	5

SB3285 was pulled by Senator Frerichs after concerns were raised by the Illinois State Police. John Millner and a representative of the Illinois State Police will be available at the Board meeting to discuss this issue.

January, the funding bill was filed by Representative Elaine Nekritz. The bill number is HB5441. The bill language has been provided in the Board packet.

#### **Requested Board Action**

No action by the Board needs to be taken at this point.

# ILEAS Training Center Activity Report 2014

(134 total event scheduled as of April 17, 2014)

## Completed Training and Workshop Events – 2014

(53 events so far in 2014)

January 6-10	Crisis Intervention Team Training
January 7	American Red Cross
January 8	Champaign SWAT Training
January 9	Illinois Association of Problem Solving Courts
January 10-11	IMERT Deployment Operations Course
January 13-17	Advanced Forensic Investigations for Hazardous Environments
January 14	SRT Team Commanders' Meeting
January 16	EOD Team Commanders' Meeting
January 22	American Red Cross
January 22	IDOT Training
January 23-24	WMD SRT Team Leader Training
January 24	IDOT Training
January 27	Urbana Fire Dept. Division Chief Testing
January 27-30	Urbana PD Promotional Testing
January 27-30	SRT Basic Equipment Course
January 27-31	Ballistic Shield Course
January 30	ILEAS Governing Board Meeting
February 4	U.S. Probation Training
February 4	Make a Wish Meeting
February 4-6	DUI Detection and Standardized Field Sobriety Testing
February 11	METRO SWAT Training
February 11	IMERT Deployment Operations Course
February 12	METRO SWAT Team Commanders' Meeting
February 12	The Best Backup
February 13	Breach Point: Personal & Professional Breakthroughs for Police Officers
February 13	The Best Backup
February 18	RECG Meeting
February 19	IDOT Concrete Structure Class
February 20	Champaign county EMA Training
February 24-28	Crisis Intervention Team Training
February 25	IDOT Training
February 25-26	Digital Photography for law Enforcement Level 1
March 2-4	ILEAS Annual Conference (Springfield)
March 5	NCSC/Probation Meeting – Administrative Office of the Illinois Courts
March 11	METRO SWAT Training & Champaign County Negotiators Training
March 11-13	LASER Training
March 12	METRO SWAT Team Commander Training
March 13	EOD Team Commanders' Meeting
March 17-21	Ballistic Shield Course
March 18-20	Intermediate electronics Course
March 19	U.S. Probation Training
March 24	IDOT Training
March 25	Homemade Explosives (HME): Awareness, Recognition and Response
March 26-27	Threat and Risk Assessment (MGT 310)
March 28	Head Start Training
April 1	Carle Hospital Difficult Patient Encounters Training
April 1-3	Standardized field Sobriety Testing
April 7-8	Investigation of Apparent Suicide
April 8	Core Skills for the Investigation of Cellular Devices
April 8	METRO SWAT Training
April 9	METRO SWAT Team Commanders' Meeting
April 10	METRO SWAT Negotiators Training
April 16	Pistol One Course

# Upcoming Training and Workshop Events – 2014

(81 events scheduled as of April 17, 2014)

April 24	METRO and CPD SWAT Training
April 28 – May 2	WMD Tactical Operations Course
April 29	Champaign County EMA Meeting
May 5`	Heyl Royster Governmental Seminar
May 5-8	IPMBA Police Cyclist
May 6	Mobile Field Force Commanders' Training Meeting
May 6-7	Enhanced Threat and Risk Assessment
May 6-9	DEFTEC instructor Course (Bolingbrook)
May 8	Tactical Trauma Training
May 8	Illinois NENA Meeting
May 9	Manual Breaching and Ballistic Shield Use
May 12-15	EFIT Training
May 13	METRO SWAT Training
May 13	WMD SRT Team Commanders' Meeting
May 14	U.S. Probation Training
May 14	METRO SWAT Team Commanders' Meeting
May 15	EOD Team Commanders' Meeting
May 16-17	IMERT Deployment Operations Course
May 19-20	Sexual Exploitation of Children in Cyberspace
May 19-20	Calibre Press Street Survival Seminar
May 21	U.S. Probation Training
May 21-23	Outlaw Motorcycle Gang Conference
May 22	EOD Team Commander Meeting
May 23	Use of Force Training
May 28	Incident Response To Terrorist bombings/Prevention of & Response to Suicide Bombing Incidents
June 10	METRO SWAT Training
June 10-13	Champaign PD Youth Police Academy
June 11	U.S. Probation Training
June 16-19	IDOT Training
June 19-20	Illinois State Police Training
June 23-25	Mobile Field Force Basic
June 23-27	Illinois State Police Training
July 1	Mobile Field Force Team Commanders' Meeting
July 1	CPD Active Shooter Training
July 8	WMD SRT Team Commanders' Meeting
July 15-18	IDOT HazMat Training
July 15-16	CPD Active Shooter Training
July 22-23	CPD Active Shooter Training
July 24	ILEAS Governing Board Meeting
July 29	Champaign County EMA Meeting
July 29-Aug 1	CPD Youth Police Academy
July 20-30	CPD Active Shooter Training
August 14	Homemade Explosives: Awareness, Recognition and Response
August 18-22	WMD Advanced Tactical Operations Course
August 19	Region 13 Regional Planning Committee Meeting
<b>August 26-29</b>	<b>Mobile Field Force Validations</b>
September 2	Mobile Field Force Team Commanders' Meeting
September 9	WMD SRT Team Commanders' Meeting
September 10	Craigslist Investigations
September 12	Manual Breaching and Ballistic Shield Use
September 15-17	ICS 300 Training
September 17	ICS 300 Training
September 18-19	ICS 400 Training
September 18	EOD Team Commanders' Meeting
September 22-23	The Complete Armed suspect And Gun apprehension Training Course
September 22-26	NTOA/Office of Bombing Prevention Computer Training
September 24	Police/Fire Applicant Background Investigations
September 25	ILEAS Governing Board Meeting
September 25-26	Grant Writing for Public Safety Agencies



September 25-26	Incident Management Team (IMT) Training
September 29-30	Narcotics Detection K9 Certification
October 2-3	News Media Relations
October 6-9	WMD SRT Basic Equipment Course
October 9	Cyberbullying
October 14-16	Bomb Tech Rescue
October 16	Risk Management for Law Enforcement 1 <sup>st</sup> Line Supervisors
October 20-22	Criminal Interview and Interrogation Techniques
October 27-28	Remington 870 Armorer
October 29	Remington 700 Armorer
November 3	Chemical Enhancement of Bloodstain Patterns
November 4	Mobile Field Force Team Commanders' Meeting
November 4	Nighttime Digital Photography
November 4-6	Law Enforcement Active Shooter Emergency Response (LASER)
November 14	Solving Cold Cases
November 17-21	use of Force Instructors
November 18	WMD SRT Team Commanders' Meeting
November 20	EOD Team Commanders' Meeting
December 10-11	Criminal Investigation for New Detectives and Investigators
December 11	ILEAS Governing Board Meeting
December 15-17	Street Crimes Seminar
December 16	Major Event Planning

**K-12 and Campus Safety Training – 22 events scheduled so far in 2014:**

Jan 9	Advanced Campus Behavioral Threat Assessment	Loyola – Chicago
Jan 18	Campus Community Emergency Response Team	Oak Park Fire Department
Jan 21	Advanced Student K-12 Threat Assessment	West Aurora School District
Jan 25-26	Campus Community Emergency Response Team	Oak Park Fire Department
February 5	Incident Command for Single Resources & National Resources Framework	Loyola – Chicago
February 7	K-12 Student Behavioral Threat Assessment	Mundelein High School
February 11	K-12 Student Behavioral Threat Assessment	Vandalia
February 13	Creating an Action Plan	Oak Lawn
February 25	Advanced Student Behavioral Threat Assessment	Monmouth
February 27	Multi-Hazard Emergency Planning for Higher Education	St. Charles
February 28	Introduction to Incident Command for Schools and NIMS	St. Charles
March 7	K-12 Student Behavioral Threat Assessment	Glenview
March 11	Advanced Student Behavioral Threat Assessment	Lemont
April 17	Testing the School EOP – Tabletop	London Mills
April 22	Understanding & Planning for School Bomb Incidents	Murphysboro
April 24	Guidelines for Updating School Emergency Operations Plans	Kaskaskia College - Centralia
May 5	Guidelines for Updating School EOPs – School Safety Updates	Centralia
May 7	Advanced Student Behavioral Threat Assessment	Monmouth
May 9	K-12 Student Behavioral Threat Assessment	Aurora
June 6	Introduction to Incident Command for Schools and NIMS	Libertyville
June 10-12	L363 Multi-Hazard Emergency Planning for Higher Education	Evanston
July 15	Multi-Hazard Emergency Planning for Higher Education	Univ. of Chicago

**Miscellaneous Meetings & Training**

Champaign County Chiefs' Meetings: - 12 meetings

January 9  
February 13  
March 13  
April 10  
May 8  
June 12  
July 29  
August 14  
September 11  
October 9

November 13  
December 11

K-9 Training – 26 training events

January 9, 22, 24  
February 5, 19  
March 5, 19  
April 2, 16  
May 7, 21  
June 11, 25  
July 9, 23  
August 6, 20  
September 3, 17  
October 1, 23  
November 4, 19  
December 3, 17

ILEAS “All Staff” Meeting – 11 meetings scheduled

January 2  
February 6  
April 3  
May 1  
June 5  
July 3  
August 7  
September 4  
October 2  
November 6  
December 4

Sanitation Certification Courses– 18 events scheduled so far in 2014

January 21, 23, 27  
February 27, 28  
March 3, 17, 19, 24  
April 7, 14  
May 5, 7, 12  
June 16, 18, 23