

## FY 2012 Fiscal Report

### Update

The last four ITTF meetings have been directed towards goal-setting, mission priority selection and the development of the FY2012 budget. What ILEAS specific budget numbers are for FY2012 will not be known until later in 2012. However, ILEAS has presented the following projects for the 2012 grants. It is important to note that 2012 grants will expire at the end of March 2014. After that, there is no guarantee of any homeland security grants for ILEAS. At this point, both houses of Congress have passed a 2013 budget for homeland security which, **again**, reduces funds available to the states for homeland security. The total FY12 grant requests is \$3,075,455. Full copies of the ILEAS project budgets are attached to this report.

### **Law Enforcement Interoperable Teams – WMD SRT, Mobile Field Force, EOD - \$1,683,195**

- Overtime/Backfill costs
- Replacement Equipment/Maintenance
- Staff
- Basic Courses

### **Statewide Mutual Aid Outreach, Planning and Coordination – Training - \$527,000**

- Training Center Lease (3 months)
- Courses
- Staff

### **Statewide Mutual Aid Outreach, Planning and Coordination – Planning - \$538,000**

- Staff & Travel
- Regional Workshops
- Conference
- 

### **Statewide Public Safety Mutual Aid System Resource Management/System Capability for Asset Deployment/Command and Control - Mutual Aid System \$327,260**

- Staff
- Credentialing
- IT Contracts

### Requested Board Action

No action is necessary on the FY12 ILEAS budget until ITTF resolves its budget.

## FFY2009 “Sweep” Funds Proposals

On March 28, 2012, ITTF requested that every committee submit “shovel ready” proposals for FFY09 funds that will be swept at the end of May. There were strict rules on what the proposals and projects were and they had to be able to be completed in 30 days. Given the short time frame, Staff submitted 12 proposals on the required template. These proposals were reviewed by the Executive Committee. All but one (GPS tracking) of the proposals were projects that have previously been approved in multiple fiscal years by the Governing Board. This is a list of the projects submitted:

Project	Amount
ILEAS Staff	\$130,000
Special Team OT/BF	\$130,000
Interoperable Communications Equipment “black box” technology for teams	\$205,633
Tactical Robots Replacement	\$172,392
Special Team Equipment Replacement (maintenance)	\$181,900
Patriot Replacement	\$643,638
LRAD’s	\$106,975
A/V Upgrade – Auditorium	\$38,106
A/V Upgrade Board Room	\$20,930
GPS Tracking of Assets	\$20,000
PPE – Respirators (Mask) Program Maintenance	\$210,000
ITC Information management Upgrades	\$18,360
<b>Total</b>	<b>\$1,877,934</b>

On May 31, 2012, the FY09 grants expired. In June and July ITTF and ILEAS discussed the reissuance of some of those “sweep” funds for the aforementioned ILEAS projects. In July, ITTF issued Grant Adjustment Notices as follows:

- 09ILEINTEL – Closed
- 09ILEASIED – Closed
- 09ILEASSRT – Increased by \$155,180 with an expiration date of August 31, 2012.

Since the expiration date on this increased grant was August 31<sup>st</sup>, ILEAS moved quickly and purchased:

- 5 robots at \$19,248 for a total of \$96,240
- 5 Incident Command Radio Interfaces (ICRI – “black box”) at \$10,697 for a total of \$53,485
- 2 generators and cabling for the FEMA camper-command trailer for \$1,730

*\*The remaining \$3,725 will be part of the purchase of additional robots (see purchase request below)*

### **Requested Board Action**

No action is necessary on these issues at this time. This is for information only.

## **10ILEASEQU Spending Proposals**

### **10ILEASEQU**

There is \$434,500 remaining in the Personal Radiation Detector (PRD) budget line in the 10ILEASEQU grant that must be spent by December 31<sup>st</sup>. ITTF has voted NOT to expend those funds on PRDs. Don Kauerauf originally suggested that we save it for equipment that we may need for NATO. Now that has passed and there was no need, we still have this equipment line needing a plan. In keeping with the strategy of working on the “shovel ready” projects, staff has reviewed these funds and put together a plan. These are the proposals for expending the 10ILEASEQU/PRD budget line:

\$110,000	Five LRADs to finish each Mobile Field Force Teams
\$200,000	MFF and SRT Misc Equipment Replacements
\$20,000	PRD repairs on 100+ units
\$7,000	Upgrade/modification costs for Command Post 1 FEMA camper/trailer
\$61,400	A/V upgrades to the Exec. Board Room and the Auditorium
\$8,000	Backup power to Server Room at ITC
\$28,100	ITC Security Upgrades

### **Requested Board Action**

Staff requests that the Governing Board approve these projects and direct staff to work to expend these funds by December 31, 2012.

## **Special Team Purchases**

### **LRAD**

In 2010 after seeing the LRAD 500 in action at the G-20 in Pittsburg the MFF team leaders requested that we purchase them. They are an incredibly strong, loud and clear long range communication device with an effective hailing and warning capability. When we made the purchase in April 2010 we could only afford 3 of them. They were placed one each with Region 2, Region 3 Central and Region 6. Since that time we have equipped all of our Bearcats with mounts for these devices so they can be used by both teams if necessary. With the extra funding now available we would like to purchase 5 more LRAD 500's. Quotes were received from 3 vendors and Ray O'Herron submitted the lowest bid of \$23,445 each or \$117,225 which includes all of the necessary attachments and a hard wheeled case.

## Robots

The WMD SRT teams have 11 tactical robots. This places one robot in each of the SRT equipment trailers. These were purchased in 2005 from RoboticFX, which in a dispute with iRobot was forced out of business. These robots have started to increasingly break down. While iRobot has agreed to service them our experience has been that it is prohibitively expensive. The last two sent in for repair cost over \$11,000 each. Two of the robots have broken beyond repair. We prepared specifications and requested quotes from 4 companies. The RoboteX Avatar sold by Pro-Tech was the lowest quote to meet the specifications. This robot has been extensively tested by NIPAS SRT and they are happy with its performance. The individual cost of the robot is \$19,247.55 for a total cost of \$211,723.05. Two of the robots will be purchased from the 2010 UASI grant and the remaining from the extra funds from the 2009 and 2010 grants.

## ST53

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. Using the extra funds that will expire in December of this year we would like to purchase as many of them as possible, but no less than 40 for a total of \$156,408.

Funds are available in several current FY09 and FY10 grants to make these purchases. They are all part of the budget and grants already approved by the Board. Staff needs the Board's approval to spend more than \$100,000.

### **Requested Board Action**

Staff requests that the Governing Board approve these purchases as presented.

## **Emergency Management Purchases**

### Generator Purchase

ILEAS is the fiduciary for the ITTF Emergency Management Committee grants. The ITTF Emergency Management Committee has purchased 70 mobile generators for the use of State and local agencies throughout Illinois. The current staging of the generators is shown below.

<b>Agency</b>	<b>30kW</b>	<b>60kW</b>	<b>100kW</b>
Adams County	1	4	1
Aurora	1	5	0
Champaign County	1	4	1
DuQuoin	1	5	0
Effingham	0	5	0 (1)
Franklin County	1	5	0
Hoffman Estates	1	5	0
Lake County	1	4	1
Macoupin County	1	4	1
McHenry County	0	5	0 (1)
Ogle County	1	4	1
Palatine	1	5	0

In July, 2012, the Committee voted to purchase two additional 100kW generators. One is to be staged in Effingham County and the second is to be staged in McHenry County.

A purchase order for the first generator has been prepared and sent to the ITTF for approval. If ILEAS staff purchase the second generator, however, the total will amount to \$112,550 plus freight. ILEAS policy requires the approval of the Board for any purchase over \$100,000.

### Emergency Management Assistance Team Trailer

The ITTF Emergency Management Committee has previously purchased a twenty four foot towable Mobile Emergency Operations Center / Mobile Support Trailer. The trailer is staged in McLean County for the use of the Emergency Management Assistance Team.

In July, 2012, the Committee voted to issue an RFP for the purchase of one additional twenty four foot towable Mobile Emergency Operations Center / Mobile Support Trailer. ILEAS staff issued the RFP.

One bid was submitted in response to the RFP. Odyssey Emergency Vehicles of Wharton, New Jersey quoted the trailer at \$121,183. The Emergency Management Committee is scheduled to vote on the response August 15, 2012.

### **Requested Board Action**

Staff requests that the Governing Board approve the purchase of the two additional generators for \$112,550.

Staff requests that the Governing Board authorize ILEAS staff to expend up to \$125,000 for the purchase of the trailer, at the direction of the Emergency Management Committee.

## Videos

Working with the ILEQAS contract vendor for video services, Flushing Pheasant, ILEAS has developed a series of videos highlighting ILEAS' various activities. It is our plan to make these videos available to every member agency. They will also be shown at each Board meeting. The videos for this Board meeting will be one focused on HB5555 and our developing interstate relationship with Mississippi.

### **Requested Board Action**

No action is requested for this issue.

## ISPERN

### **Update**

The ISPERN Base Station Project continues to move forward with Illinois State Police radio technicians working on the installation of the equipment. Most of the equipment has been delivered to Illinois State Police regions located at Sterling, Des Plaines, Effingham and Pontiac. From those locations the technicians deliver and install the equipment to the many tower sites throughout the state. The primary base stations, auxiliary receivers and 225 watt power amps have all been delivered and are in process of being installed. The 350 watt power amps have been on back order and are expected to be delivered soon.

It should be noted that because ILEAS stepped forward and assisted with the replacement of ISPERN, ISP has decided to retain VHF capability in their squad cars.

### **Requested Board Action**

No board action is requested.

## Policies

Pat Carey continues to work on building a full set of policies for ILEAS. In the April Meeting the Board approved:

- Drug Free Workplace
- Family Medical Leave
- Sexual Harassment Prevention
- Employment and Business Conduct
- Equal Employment Opportunity
- Email and Internet Use
- ILEAS Employment Practices, Policies and Definitions

This month, there is one more for the Board's consideration. The jury duty policy is attached to this packet.

Additionally, staff will be providing a draft copy of the Safe Workplace document that was developed by our most recent intern, Dan Wells. The final version of this document PLUS the Continuity Of Operation Plan (COOP) will be presented at the October meeting for the Board's consideration for adoption.

#### **Requested Board Action**

Staff requests that the Board adopt the jury duty policy.

### **Port Security Grant**

In November 2011, ILEAS was invited by the US Coast Guard to join the Area Maritime Security Committees on the waterways contiguous to our state. Essentially these committees provide input to the Coast Guard on port security and vulnerability issues. Once we joined this committee, we were advised that the committee was seeking proposals for some FY2009 funds that had come available. ILEAS staff wrote two grant proposals seeking a total of \$118,800. The requests were for:

- 24 sets of night vision monoculars
- Ford Expedition EL for the Region 8 WMD/SRT and MFF

On May 31, 2012, The US Coast Guard awarded ILEAS \$75,000 in FY2009 grant monies to purchase 24 night vision units for the Region 8 WMD/SRT. A grant request for a 2012 Ford Expedition EL was rejected. The bid specifications were submitted to the fiscal officer as the bids must be submitted to the committee via the East / West Gateway Coordinating Council (EWGCC) who administers the grants for the Coast Guard. EWGCC also administer the St. Louis area UASI funds. The bid requests have not yet been posted.

On June 7, 2012, we were advised that approximately \$267,000 of FY2010 became available and grant proposals were being solicited. Staff wrote and submitted two proposals to include a resubmission of the request for the Ford Expedition and funding for a full scale exercise to be conducted at the Alton Lock and Dam in Madison County, IL. The participants will include Region 8 & 6/7 WMD/SRT, St. Clair County SRT, ISP TRT, and St. Charles County SD TRT. This proposal will be submitted to the security committee by June 22, 2012. Approximately 7 proposals were submitted for the remaining \$267,000 including a competitive proposal for the entire amount by St. Clair County EMA who provides ILEAS with free office and warehouse space. On August 7, 2012, we were advised that both of our FY2010 proposals had been rejected. If FY2011 funds become available, we will submit suggested proposals at that time.

#### **Requested Board Action**

Staff requests that the Board authorize staff to continue to both:

1. participate in the Area Maritime Security Committees
2. continue to submit proposals for grant funds

### **Matt Evans**

Regional Planning Coordinator Matt Evans has tendered his resignation. See this email he sent to staff:

"My career has taken a different path and I am sorry to announce that I will no longer be carrying out the duties as your Regional Planning Coordinator for ILEAS. In the past 2 years I have developed many wonderful relationships working with all of you as your RPC. I will not be a total stranger however; I have accepted a contracted position as an ESF-13 Field Coordinator under a US Department of Justice initiative and I will be working out of the FEMA Region 5 office/Chicago in a few weeks. For those who are unfamiliar with the ESF-13, this is the Public Safety Emergency Support Function annex within the National Response Framework that supports a federal law enforcement response upon a Presidential Disaster Declaration. I will be working closely with the States in Region 5 to support training and planning for an ESF-13 activation. The organization I am contracted with is named Aveshka.

Both the ATF and Aveshka have partnered to provide training, planning and a response for an ESF-13 activation. The toughest part in all of this is to leave an outstanding organization like ILEAS and all of the great folks and accomplishments that make ILEAS what it is today. No explanation needed. Hope to see and/or work with some of you in the future.”

Matt’s RPC responsibilities were for the Southern third of Cook County, will and Kankakee counties. Matt singlehandedly created the ILEAS Agency Preparedness Program and managed the Inter-model Grants. He learned that he was chosen for this program over other candidates because of his ILEAS experience. We wish Matt good fortune in his new endeavor. The oversight of the ILEAS Agency Preparedness Program will be transferred to John Marszalek.

Matt’s RPC salary has been budgeted through December 31, 2013 and presumably (if the FY12 budget is adopted) through March of 2014. Replacing Matt Evans will not affect the longevity of the ILEAS budget.

### Requested Board Action

Staff requests that the Board approve the replacement of Matt Evans’ RPC position.

## Proposed Legislation

HB5555 –

Hearing at 1300 on March 6<sup>th</sup> at the Stratton Office Building. The bill passed the Insurance Committee (14 to 2) in the form of a shell bill. After discussion with the bill sponsor, Representative Lisa Dugan, and further discussions with Senator John Millner, Representative Tom Cross, IEMA Director Jonathan Monken, revision has been completed and has been submitted as shown below:

Be it enacted by the People of the State of Illinois, represented in the General Assembly:

Section 5. The Illinois Vehicle Code is amended by adding Section 7-601.5 as follows:

(625 ILCS 5/7-601.5 new)

Sec. 7-601.5. Illinois Law Enforcement Alarm Systems insurance surcharge.

- a) Every insurance company or surety company authorized to do business in this State shall collect a surcharge of \$1 for each vehicle covered under a liability insurance policy issued in accordance with Section 7-601 of this Code on an annual basis. The surcharge shall be collected at the same time and in the same manner that the premium or other charge for the insurance coverage is collected.
- b) Each month, the insurer shall remit all surcharge moneys collected to the Treasurer for deposit into the Illinois Law Enforcement Alarm Systems Fund as established in Public Act 97-0453 pursuant to 30 ILCS 105/5.786.
- c) This Section does not apply to vehicles owned by (i) units of local, State, or federal government; and (ii) organizations based in this State that meet the requirements of Title 26, Section 501(c)(3) of the United States Code.
- d) the Illinois Emergency Management Agency shall establish guidelines for the expenditure of these funds both to enhance local law enforcement homeland security and local law enforcement mutual aid activities in Illinois and for public safety airborne operations. The Illinois Law Enforcement Alarm System Governing Board shall annually supply the Director of the Illinois Emergency Management Agency with a report of the use of these surcharges.
- e) Moneys deposited into the Illinois Law Enforcement Alarm Systems Fund under this Section shall be allocated, subject to the approval of the Illinois Law Enforcement Alarm System Governing Board, as follows: (i) **72%** shall be used for local law enforcement related homeland security initiatives as established by the ILEAS Governing Board, and (ii) **25%** shall be used for public safety airborne operations and 3% shall be retained by the Illinois Emergency Management Agency to be used to administer the Fund.
- f) for purposes of this Act, the Illinois Law Enforcement Alarm System shall be considered a “public agency” as defined by the Illinois Intergovernmental Cooperation Act defined in 5 ILCS 220/2.1.

Section 99. Effective date. This Act takes effect January 1, 2013.

Status - The bill has been re-referred to the Rules Committee and is on “hold” status at Rep. Dugan’s request and with the approval of Speaker Madigan. The language has been resubmitted to the Legislative Research Bureau for finalization. Once it is posted, it will have to return to the Insurance Committee for review. Representative Dugan and Senator Millner both suggest that the bill be called during the veto session in November. Senator Michael Frerichs has volunteered, along with Millner to sponsor the bill in the Senate.

Outstanding Issues - In a meetings with Rep. Dugan on April 16<sup>th</sup> and July 30<sup>th</sup>, she stated that there is significant support for ILEAS in the General Assembly and she believes the bill will pass; however, there is one issue that needs resolved before she can bring it back up for a vote. Several members of the General Assembly have questioned whether or not ILEAS is actually a public agency and how was it formally formed as such. ILEAS requested an Attorney General Opinion on the issue. The Attorney General’s Office declined to issue an opinion because it is not statutorily required to respond to requests from ILEAS. As a result, Senator John Millner submitted a formal request to the Attorney General on our behalf. Issuance of the opinion is pending.

Strategy - As soon as the Attorney General opinion is published, ILEAS plans on reaching out to its members to support the bill with their representatives and senators. A video has been produced which will be provided to every member of the General Assembly. Staff requests that every member of the Governing Board work to assist supporting the bill to get sufficient support to get it through the House and the Senate.

**Requested Board Action**

Staff requests no action at this time. More follow up reports will be provided at the next meeting.

**Human Resources Committee Proposal**

Currently all employment matters are referred to the Board. While it is great to have the top authority make those decisions, there is a disadvantage in that the Board meets much less frequently than Staff. Thus initial discussion on a critical matter may wait for months, and a formal decision may occur months later. In some employment matters, e.g., discipline, quick action is likely to be the most effective approach.

It is recommended that a Human Resource (HR) Committee be established with members of the Governing Board, to provide for prompt handling of certain employment related matters. The Committee is recommended to include 5 Board members (consisting of a mix of sheriffs and chiefs), one of which is an Executive Officer (President, Vice President, etc.). A five member committee would provide email/phone conference ability to review and act on important employee matters, without delay needed for scheduling and noticing open meetings.

The Committee should be authorized by the Governing Board to make some employment-related decisions. A table of recommended levels of approval follows. In all circumstances, the Governing Board remains the ultimate authority and may override decisions made by the HR Committee.

<b>Function</b>	<b>Governing Board</b>	<b>HR Committee</b>	<b>Executive Director</b>	<b>Chief of Staff or Supervisor</b>
<b>Approve New Position</b>	Yes	Can Recommend to Governing Board	Can Recommend to HR Committee	No
<b>Approve Filing an Open Position</b>	Yes	Can Recommend to Governing Board	Can Recommend to HR Committee	No
<b>Candidate Selection for Approved Position</b>	Yes	Yes	With Concurrence of the HR Committee	No
<b>Promotion or change in Job Responsibilities</b>	Yes	Yes	With Concurrence of the HR Committee	No
<b>Change in Compensation or Reimbursement policies</b>	Yes	Can Recommend to Governing Board	Can Recommend to HR Committee	No
<b>Request for Leave of Absence</b>	Yes	Yes	Yes	With Concurrence of the Executive Director
<b>Verbal or Written Warnings</b>	Yes	Yes	Yes	Yes
<b>Suspension Without Pay</b>	Yes	Yes	Yes	No
<b>Administrative Leave With Pay (Emergency)</b>	Yes	Yes	Yes	With Concurrence of the Executive Director
<b>Review/Override Employment Decision or Action</b>	Yes	Yes	Yes	No
<b>Terminate Employment</b>	Yes	Can Recommend to Governing Board	Can Recommend To Governing Board	No

**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 to complete the training – with the exception of Jeff Swoboda and Steve Neubauer who, as newly appointed members, need to complete it within 30 days of appointment.

So far, the only Board members we have record of submitting certificates are:

- |                |                |
|----------------|----------------|
| 1. Larry Evans | 3. John Zaruba |
| 2. Derek Hagen | 4. Todd Sigler |

We still need certificates from:

- |                    |                      |
|--------------------|----------------------|
| 1. Wayne Gulliford | 10. Robert Williams  |
| 2. Mark Beckwith   | 11. Jim Kuchenbecker |
| 3. Tom Schneider   | 12. David Hayes      |
| 4. Tim Swanson     | 13. Jim Vazzi        |
| 5. Dave Snyders    | 14. Andrew hires     |
| 6. Roger Scott     | 15. Keith Brown      |
| 7. Steve Neubauer  | 16. Todd Kilby       |
| 8. Jeff Swoboda    |                      |
| 9. Mike McCoy      |                      |