



Governing Board Meeting*
March 26, 2020 @ 1000
ILEAS Training Center/Virtual Meeting
1701 E. Main St, Urbana, Illinois 61802

Governing Board Meeting

➤ **Meeting called to order**

Board President Dave Snyders called the meeting to order at 10:02 a.m.

➤ **Attendance/Virtual**

Sheriff Dave Snyders/President	Present
Chief David Summer/Secretary	Phone
Chief Mike Metzler/Vice President	Present
Chief Sean Reynolds/Sgt. at Arms	Present
Sheriff Brian VanVickle/Treasurer	Phone
Chief Todd Murray	Phone
Sheriff Dwight Baird	Phone
Chief Bill Kushner	Phone
Sheriff James Mendrick*	Phone *Bilodeau
Sheriff Jeff Standard	Phone
Chief Ken Winslow	Phone
Sheriff Jeff Lower	Phone
Sheriff Rick Robbins	Phone
Lieutenant Chris Conrad	Phone
Sheriff Andrew Hires	Absent
Chief Harold Masse	Phone
Sheriff Robert Burns*	Phone*Kilquist
Chief Bradley Potts	Phone
ISP Mark Peyton	Absent
Deputy Chief Eric Carter	Phone
Commander Sean Loughran	Phone

Out of 21 members 19 members on the phone or present with 2 delegates.

Also in attendance: Jim Page, Executive Director, Larry Evans, Chief of Staff, Nancy Crossman, Jan Plotner, Skip Frost.

Calvin Stearns and Pete Smith were present via phone.

○ **Introductions & Guests**

➤ **Discussion of Legal Authority to Hold Virtual Meeting**

○ **Attached Executive Order**

This rescheduled Board meeting is being conducted in compliance with the Open Meetings Act as modified by Governor Pritzker's Executive 2020-7. Refer to the issues document for details.

➤ **Public Comments**

➤ **Approval of Minutes of January 23, 2020 Meeting**

➤ Motion made by **Metzler** and seconded by **Bilodeau** to approve the minutes of the January 23, 2020 Board meeting. Voice vote taken. **Motion passed unanimously.**

➤ **Financial**

○ **Fiscal Reports**

Jan Plotner gave a brief overview of ILEAS' financial reports, including Balance Sheet summary, Business Account summary, Grant Reports and Grant Adjustment report. Motion made by **Reynolds** and seconded by **Loughran** to accept and adopt the ILEAS financial reports including Balance Sheet summary, Business Account summary, Grant reports and Grant Adjustment report. Voice vote taken. **Motion passed unanimously.**

○ **FFY20 SHSGP & UASI Grants**

All grantees will have to reduce their grants in FFY2020. Additional mandates have been established. A minimum amount has to be spent on Cybersecurity. Illinois is getting \$600,000 less overall than last year. Please see issues document for the ILEAS grant listing.

Motion made by **Kushner** and seconded by **Conrad** to approve this proposed FFY20 budget and provide the Executive Director to finalize the numbers with IEMA and to modify the budget appropriately for final submission. Voice vote taken. **Motion approved unanimously.**

➤ **Current Issues & Updates for Board**

○ **COVID19 Emergency Update**

Conference

The conference has been postponed to a future – as yet unknown – date. Refund checks have been issued.

SEOC Staffing

Executive Page continues to meet with State Police and National Guard daily on issues that continue to arise. The SEOC is being activated. ILEAS has opened up an operational center. We are setting up a Central LE Support Center to work with issues that are LE related to relieve the work load on the SEOC staff and to give regional advice. There will be a North and South Center as well.

N95s

The ILEAS N95 stockpile has been distributed to IEMA. The teams are receiving their allotments today. Requests for the masks from agencies have been given this response – “We sent 150,000 N95 masks to IEMA.

Coop

Staff members who wants to start working from home can start doing so. A skeleton staff will remain in the building to staff the mini-EOC, the phones and watch the building.

Training Center

All events have been cancelled at the ITC with the exception of one for the foreseeable future.

Teams

Skip continues to send out more PPE to the teams as well as ordering more if he can find them. All teams remain in standby mode for deployment if necessary.

Mutual Aid

Since the SEOC is activated and an emergency has been declared by the Governor, I directed Dave to contact NWCDS and Peoria to turn off any COVID-19 related requests for mutual aid. Those requests should be directed to the SEOC through the EMA channels.

Staff Travel

It is recommended by Executive Director Page that staff curtail all but necessary travel.

Info to Agencies

Indilus has created a place behind the password where we can post resources, notices and documents for agencies. There is a folder on the shared drive, which is listed in the issues document with the resources for LE. Please do not make additions or changes to that folder.

o **Emergency Purchasing Policy**

Any purchasing may be made if one of the following exceptions applies, however, all purchases of \$100,000 or more must be approved by the ILEAS Board.

The ILEAS Board determines that the item to be purchase is available only from a single source and approves the purchase.

The Executive Director determines, after consulting with the Officers of the ILEAS Board, that a public exigency or emergency will not permit a delay resulting from competitive solicitation. The Executive Director will report the determination and the purchase to the ILEAs Board at the next meeting of the Board.

The ILEAS Board expressly authorizes the purchase without competitive proposals, if grant fund are to be used, the federal awarding agency or pass-through entity must also expressly authorize noncompetitive proposals in response to a written request from ILEAS.

The Board determines that after solicitation of a number of sources, competition is inadequate.

Given the current COVID19 situation, Executive Director Page may invoke Section 4.2 of the Purchasing policy until such time as the emergency passes.

- o **Bearcat Purchase**

Staff is proposing that the capital replacement of the armored Bearcat Rescue vehicles should begin. In the FY18 Special Teams grant, there are unspent funds in a variety of line items that combined will allow ILEAS to acquire two Bearcats. Those Bearcats will go to two WMD Special Teams to start the multi-year replacement process. Most of these funds come from the Overtime/Backfill funds that will be unspent in this fiscal year. The COVID19 situation is creating even more available funds as training is being curtailed. Another contributing fund in this consolidation is exercise/validation expenses. The State is conducting two large exercises in the fall of 2020 in which the special teams will participate. The FY18 exercise funds cannot be used that late in the fall, so those expenses will come from the FY19 grant instead. Additionally, ILEAS has had to make adjustments (cancelling/postponing) during the lapse period with regard to training, exercises and validations affecting the overtime backfill numbers.

ILEAS proposes the same type of consolidation of UASI Special Response Team grant funds in the 18UAILESRT grant for the same reasons as explained above. The proposal is to combine lines from unspent salaries, overtime/backfill reimbursements and exercise/validation expenses into the Equipment line item. Those funds will address specific equipment needs for the NIPAS Special Response Team. ILEAS and NIPAS planners are currently discussing those specific needs, and a report back to the Council will be made once a plan has been adopted. A list of their money movement is in the issues document. A plan will be developed to move the surplus Bearcats to other multi-jurisdictional SWAT teams in Illinois. This will require a grant extension to no later than August 31, 2020.

Motion made by **Bilodeau** and seconded by **Baird** to request the Board to consolidate \$699,000 from FFY18ILEASSRT overtime/backfill and unspent salaries/travel and related costs into the equipment line item in the same grant to purchase two Bearcat armored rescue vehicles at a cost not to exceed \$699,000. Voice vote taken. **Motion approved unanimously.**

Motion made by **Metzler** and seconded by **Summer** to request the Board authorize the consolidation of \$261,192.40 from FFY18UAILESRT overtime/backfill and unspent salaries/travel and related costs into the Equipment line item in the same grant. Voice vote taken. **Motion passed unanimously.**

Motion made by **Kushner** and seconded by **Summer** to authorize the acquisition of two Bearcats. Voice vote taken. **Motion passed unanimously.**

- o **Contract approvals**

ILEAS Finance Staff have worked with State officials to develop strategies to overcome the financial cash flow difficulties that ILEAS has during the Comptroller "lapse" period between July and October each year. One of those strategies is for ILEAS to submit known contracted expenses to the State for a drawdown on July 1. In order to qualify, ILEAS has to submit approved contracts for vendors no later than April 1. Given that, staff has been working to issue Request for Proposals (RFP) and bids to get contracts in place and ready to submit to IEMA by April 1st.

Media services

This vendor provides support for audio/visual technology at the ILEAS Training Center and for staff in the field. An RFP was issued and Media Service was the only vendor that responded. The value of this contract is \$40,000. Motion made by **Metzler** and seconded by **Kushner** to approve the Master Order for five years and a one-year task order. Voice vote taken. **Motion passed unanimously.**

Video Services

This vendor provides video services when we need to create webinars, document exercises and/or actual deployments. An RFP process was conducted and Flushing Pheasant was the only vendor that responded. Motion made by **Reynolds** and seconded by **Metzler** to approve a five-year Master Order with Flushing Pheasant. Since this is not Task Order and these services are on a case by case basis, the value of the contract cannot be specified at this point. Task Orders are done on a case by case basis. Voice vote taken. **Motion passed unanimously.**

Dispatch Services

Northwest Central Dispatch (NWCDS) and Peoria Dispatch have been our primary and secondary dispatch service since the beginning. We have renewed these Intergovernmental Agreements every year. NWCDS is a \$24,000 annual contract and Peoria has a value of \$6,000. Motion made by **Masse** and seconded by **Summer** to requests that the Board approve entering into next year's agreement with both NWCDS and Peoria Dispatch. Voice vote taken. **Motion passed unanimously.**

Foundation Agreement

The ILEAS Foundation and ILEAS have two agreements:

1. For administrative services and web support
2. Lease for space for the gift shop

This is different from the other vendors in that the Foundation pays ILEAS instead of the other way around. Motion made by **Kushner** and seconded by **Bilodeau** to request Board approve entering into agreements with the Foundation as described. Voice vote taken. **Motion passed unanimously.**

Satellite Agreement

ILEAS issued an RFP for satellite services for ITECS, UCPs, radios and phones. That RFP will close on March 24th. The staff will report to the Board the results of the RFP on the 26th. As of this writing, the value of this contract is unknown. However, the budgeted line item for Satellite Services at this point is \$68,971.60. Motion made by **Kushner** and seconded by **Metzler** to request that the vendors selected contract be approved. Voice vote taken. **Motion passed unanimously.**

Legislative Liaison Agreement

John Millner provides ILEAS legislative liaison services. He also provides those services for a variety of public safety agencies such as MABAS and the IL. Association of Chiefs of Police. The value of this contract is \$24,000 annually. No grant funds are used to pay this contract. Motion made by Bilodeau and seconded by Kushner to request that this contract be approved. Voice Vote taken. ***Motion passed unanimously.***

Old Business

Checks for conference refunds have been sent out. Refunds through Paypal are getting refunded as well.

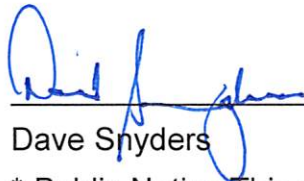
The 2020 conference has been postponed, and no future date has been selected.

New Business

Next Meeting May 28, 2020 – ILEAS Training Center

Adjournment

Motion made by ***Reynolds*** and seconded by ***Metzler*** to adjourn the meeting at 10:40 a.m. Voice vote taken. ***Motion passed unanimously.***



Dave Snyders

*-Public Notice This meeting being held virtually in compliance with the **Illinois Governor's Executive Order 2020-7**. **Members of general public that want to call in to listen should reach out to jrpape@ileas.org for that information.**