



**Governing Board Meeting  
January 25, 2018 @ 1100  
ILEAS Training Center 1701 E. Main St, Urbana, Illinois 61802**

➤ **Meeting called to order**

Board President Dave Snyders called the meeting to order at 11:00 a.m.

➤ **Attendance**

Sheriff Dave Snyders/President	Present
Chief Steve Neubauer/Secretary	Present
Sheriff Derek Hagen/Treasurer	Present
Sheriff Keith Brown/Sgt. at Arms	Present
Chief Todd Murray	Present
Sheriff Dwight Baird	Present
Chief David Summer	Present
Sheriff Mark Curran**	Present** Jim Elliot Delegate
Chief Ken Winslow	Present
Sheriff Jeff Standard	Present
Chief Mike Metzler	Present
Chief Terry Bell	Absent
Sheriff Neal Rohlfing	Absent
Sheriff Michael Everett	Present
Chief Sean Reynolds	Present
Chief Harold Masse	Present
Chief Curt Barker	Absent
Brian Van Vickle	Absent
ISP Chris Trame	Present
Chief Fred Waller	Present
Chief Eric Carter	Absent

Out of 21 members, 16 Board members were present with 1 delegate.

**Also in attendance:** Executive Director, James Page, Chief of Staff, Larry Evans, Nancy Crossman, Calvin Stearns, Mick McAvoy, Pete Smith, Russ Gentry Mike Forrest & Jan Plotner.

○ **Introductions & Guests**

Rebecca Sommer and Mark Czys - Martin, Hood, Friese and Associates.

➤ **Public Comments**

➤ **Approval of Minutes of September 28, 2017**

➤ Motion made by Summer and seconded by Rohlfing to approve the minutes of the September 28, 2017 Board meeting. Voice vote taken. Motion passed unanimously.

➤ **Financial**

○ **Business Budget Amendments**

The Board approved the ILEAS FY18 Business Account budget to start July 1, 2017. Now that ILEAS is mid-fiscal year, some adjustments will have to be made. Jan Plotner reviewed the proposed changes to the budget. Motion made by Hagen and seconded by Standard to approve the proposed changes to the FY18 Business Account Budget. Voice vote taken. Motion passed unanimously.

○ **Fiscal Reports**

▪ **Snapshot**

Jan Plotner gave a brief overview of ILEAS' grant and fiscal status. Motion made by Summer and seconded by Rohlfing to accept and approve the grant and fiscal report. Voice vote taken. Motion passed unanimously.

▪ **Grant & Grant Change Reports**

The FirstNet grant will be closing February 28, 2018. The FirstNet grant will be 100% expended at the end of February.

○ **Audit**

▪ **Audit**

ILEAS changed auditors two years ago to get a different and more detailed review of our budgeting and fiscal compliance processes. At the same time, with the addition of the Grant Accountability and Transparency Act (GATA) there are new areas of compliance which ILEAS needs to follow because of its receipt of federal grant funds. As part of this audit process and internal review, ILEAS is ensuring that it is compliant with these enhanced regulations. Rebecca Summer and Mark Czys of Martin Hood and Friese and Associates attended the meeting and gave a brief overview of the audit and the audit process and to answer questions. Motion made by Metzler and seconded by Masse to accept the audit report as presented. Voice vote taken. Motion Passed unanimously.

▪ **Inventory & Disposition of Old Equipment**

This year the auditors took a closer look at our physical inventory procedures. Some suggestions for improvement as to how ILEAS conducts inventory audits were made. Changes are being made to fully comply with the documentation requirement for inventories. It is our intent to be completely compliant by the end of this fiscal year. As a result of the audit ILEAS will be focusing on reducing the amount of older equipment for which ILEAS is responsible by transferring the responsibility, via MOUs and/or transferring the ownership or disposing of the equipment as per IEMA/ITTF.

○ **Line of Credit**

Because of the yearly change to the new fiscal year at July 1, 2017, the State was hundreds of thousands of dollars behind in invoice processing which forced ILEAS to dip into our \$250,000 line of credit at PNC bank. Staff used the line of credit to pay outside vendors so that the ILEAS credit history was not damaged. The entire line of credit has been paid off including interest.

➤ **Current Issues & Updates for Board**

○ **Reports**

▪ **Annual ITTF Report**

This is an annual report compiled by ITTF staff into a cohesive report sent to the Governor in March each year.

- **Unmet Needs ITTF Report**

This is a report compiled by the ITTF Council of Chairs documenting the gaps that have been created in Illinois' homeland security preparedness by the decrease in federal spending. This report was submitted to Chief of Staff Heaton just after Christmas in 2017. It is currently under consideration by the governor's Office of Management and Budget.
- **Memorandums of Understanding**
  - **Air One**

Board member Brian Van Vickle stepped out of the room while Air One was discussed to avoid any conflict of interest. President Dave Snyders gave a brief overview of Air-One MOU and that it has transformed from a private corporation to a public agency pursuant to the intergovernmental Cooperation Act by utilizing the ILEAS membership format. The MOU is based on the ILEAS format for such agencies. The Board voiced their concerns over approving this MOU. A motion made by Metzler and seconded by Hagen to approve the MOU as written. Voice vote taken. Motion did not pass. A vote by a show of hands was asked for. There were 7 nay votes and 4 yea votes with 5 abstentions. Three of those were Brian Van Vickle who was not in the room, Dave Snyders and Todd Murray.
  - **Great Lakes - US Navy**

Pete Smith gave a brief overview of this MOU. This agreement was worked out between the Navy's Adjutant General and Mick McAvoy with Pete Smith working to ensure it proceeded smoothly. This is a valuable agreement to ILEAS given the amount of resources (housing, meals, parking, security) available to ILEAS when necessary for large activations and exercises
  - **ITECS**

The ITECS vehicles and equipment was originally granted to the Illinois Emergency Managers' Association (IESMA) in the 2004-2006-time frame. IEMA requested that ILEAS assume the oversight of the ITECS. To that end, ILEAS entered into a three-way agreement with IEMA and IESMA to transfer authority and responsibility to ILEAS. ILEAS communications staff will be meeting with each of the agencies that currently possess the ITECS. Part of that process will be issuing new MOU agreements between ILEAS and those agencies.
- **Special Teams Update**
  - **Region 4 North**

The Region 4 North Mobile Field Force Team currently has 32 fully trained members, and also has additional new members selected and approved that are being scheduled for the next ILEAS MFF Basic Course April 24-27, 2018. The MFF Equipment Truck, Ford F350 and accompanying equipment trailer were transferred to the Cook County Forest Preserve Police, and are currently available for use by the team. The uniforms, coats and rain gear should be delivered very shortly.
  - **Regions 2, 3 and 4 WMD SRT Consolidation Progress**

The Region 2 and 3 WMD SRT Teams are nearing complete assimilation into their new teams/assignments. This will put the Region 4 (North) SRT team at a very viable and functional 45 members, and will continue to be led by Chad Bissegger of the Naperville Police Department. The transfer of personnel and equipment is nearly complete.
  - **Robots Purchase**

Last spring, the ILEAS Board approved the purchase of six ICOR Mini-Caliber SWAT robots, to be assigned to EOD Teams across the State of Illinois. All six of those robots were purchased, agreements signed and issued to multiple teams. The intent was to

purchase three more units during this grant/fiscal year, to ensure that all nine EOD Teams Supported by ILEAS across the State could have this tool to enhance EOD capabilities throughout the State, but other teams would also be able to call upon these teams to utilize the robots if needed and appropriate. Tentative approval from IEMA was given for the purchase of the additional three ICOR Robot units. This is contingent upon ILEAS Governing Board approval, since the total purchase would be in excess of \$100,00. Quotes from ICOR were held to the identical price of the first six unites purchased for a grand total of \$133,905. Motion made by Summer and seconded by Reynolds to authorize the acquisition of the three remaining ICOR Tactical Robots. Voice vote taken. Motion passed unanimously.

○ **IDPH Naloxone Grant Progress**

▪ **Purchase of Naloxone**

On September 21, 2017 ILEAS was notified by IDPH that the grant had been awarded and ILEAS was selected as a sub-grantee. The grant will provide funds to ILEAS to purchase and distribute Naloxone (Narcan) and the required training to every law enforcement officer in 18 counties. The final grant award for the project will be approximately \$790,000.

ILEAS has been doing foundational work getting ready for the grant funds to arrive. The preliminary budget reflected in the grant application is \$510,000 for naloxone over the next four years.

Motion made by Baird and seconded by Winslow to authorize the purchase of naloxone as necessary to accomplish the goals of the grant with the following provisions. Grants are formally issued, staff complies with ILEAS purchasing policy and purchases do not exceed the budgeted amount. Voice vote taken. Motion passed unanimously.

○ **Interoperable Communication Update**

▪ **Capital Replacement Purchase Request**

Last year, the communications staff developed a capital replacement proposal for two years. For Federal FY16 the plan is to continue to work down the list of equipment that needs to be replaced. There is approximately \$282,000 available. Since the funding lapses on Jun 30, 2018 it is important to order the equipment as soon as possible. Since the total is \$250,000, staff would like Board approval for these purchases. Motion made by Masse and seconded by Reynolds to approve the acquisition of capital replacement communications equipment based on the current FY16 budget and the above proposal. Voice vote taken. Motion passed unanimously.

○ **“Value-Added” Data Project**

ILEAS has identified a need to capture and attempt to quantify the value of the services that we provide to our members and to the citizens across the state. INDILUS has created an update to the Dispatch Tool used by NWCD/Peoria that will allow for the tracking of costs associated with incoming mutual aid requests. In doing so, we are able to gather approximate information about the value that is being provided by local and county agencies in response to mutual aid request and support. Currently, the feasibility of this method is being tested using only the calls that are received through NWCD/Peoria however if viable, we have a number of areas we can expand to.

○ **Law Enforcement Mutual Aid Committee Update**

ITTF underwent a restructuring at the beginning of 2017. 17 committees were combined into 5 committees. Each committee had a chair and a vice chair. After the 1<sup>st</sup> year the chair and the vice chair were to alternate positions. Jim Page was appointed the Chair of the LEMAC Committee and Chad Peterson, the First Deputy Director of the IL. State Police was appointed as the vice-chair. At the January meeting Peterson was voted as the Chair and Page as the vice-chair, however Peterson assigned Colonel Mark Peyton as his replacement.

- **ILEAS Training Center Update**

The ILEAS Training center marked its ninth year of operation. The Training Center has made a significant impact on public safety training in Illinois and the Midwest. Funds from money collected in subleases, rentals and Training Center subscriptions are reinvested for operation of the Training Center. With financial assistance from the Foundation, ILEAS staff have engaged the services of Isaaksen, Glerum and Wachter and Associates (IGW). Staff has asked IGW to conduct a feasibility study of the potential remodeling of the remaining two wings of the 1971 portion of the building, expansion of onsite storage and the expansion of the auditorium and parking. This study will be used by the Foundation as a fundraising goal for long term facility improvements

- **ILEAS Conference**

So far ILEAS has registered 400 attendees for the Conference, which is right on track. Prices will be going up February 5<sup>th</sup> from \$100 to \$125. Last day of registration is February 28<sup>th</sup>. A dinner speaker has yet to be booked. If anyone has any ideas, please reach out to Jim Page. We still have open booth space for vendors.

- **Old Business**

- **New Business**

- **Next Meeting March 6, 2018**

- **Adjournment**

At 1:05 motion was made by Murray and seconded by Hagen to adjourn the meeting. Voice vote taken. Motion passed unanimously.

These minutes were respectfully submitted



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Dave Snyders

President