

ILEAS Board Meeting
November 7, 2013

Meeting called to order: Board President Larry Evans called the meeting to order at 11:02 a.m.

Attendance was taken:

Chief Larry Evans	Present
Sheriff Dave Snyders	Present
Sheriff Roger Scott	Present
Chief Tom Roman	Present
Sheriff John Zaruba***	Present Al Angus (delegate)
Chief Steve Neubauer	Present
Sheriff Mike McCoy ***	Present Doug Gaa (permanent delegate)
Chief Robert Williams***	Present Bob Markovic (delegate)
Sheriff Derek Hagen	Absent
Chief Don Volk	Present
Sheriff Jim Vazzi	Absent
Chief Richard Miller	Present
Sheriff Andrew Hires	Present
Chief Jody O'Guinn	Absent
Sheriff Keith Brown	Absent
Chief Eric Smith	Absent
Sheriff Tom Schneider	Present
Chief Wayne Gulliford	Present
Captain William Smith	Present
Deputy Chief Steve Georgas	Absent
Chief Victor Moreno	Absent

Out of 21 Board members, 14 Board members were present with 3 delegates.

Also in attendance: ILEAS Executive Director, James Page, and ILEAS staff, Jim Luecking, Nancy Crossman, Pete Smith, Richard Huston, Jan Plotner, Tiffany McElroy-Smetzer, Mick McAvoy, Calvin Stearns, Von Young. Ex-Officio and Ken Winslow.

Introductions: Michelle Hanneken, ITTF, Don Kauerauf, ITTF and John Millner, ILEAS Legislative Liaison.

Approval of Minutes of August 29, 2013

Motion made by Schneider and seconded by Snyders to approve the minutes of August 29, 2013. Voice vote was taken. Motion passed unanimously.

Financial:

- **Grant and Fiscal Report** – Dick Huston gave a brief overview of ILEAS' financial status. Motion made by Roman and seconded by Neubauer to approve the grant and fiscal report. Voice Vote was taken. Motion passed unanimously.
- **Budget Adjustments** – ITTF has asked ILEAS to manage two additional grants since the August 29, 2013 Governing Board meeting. SLIGP (FirstNet Wireless Broadband) and 12ILECYBER (Cyber Security Training) bringing ILEAS' total grant count to 37 grants for a total of \$15,000,015.78. ILEAS staff worked with the ITTF staff to adjust priorities with regard to spending timeline. A rebalancing and reallocation of line items/projects within three of the grants ILEAS currently administers in FFY11 and FFY12. Because of the shift in strategy from one overall grant in FFY11 to multiple grants in FY12, ILEAS has decided to spend down the FFY12 grants first and the FFY11 grants later. Motion made by Schneider and seconded by Scott to authorize the acceptance of the 12ILECBER grant for \$40,000. Voice vote taken. Motion passed unanimously. Motion made by Snyders and seconded by Moreno to authorize the acceptance of the SLIGP grant for \$330,865.57. Voice vote taken. Motion passed unanimously.
 - **FFY2011 ILEASSRT Adjustments**
 - **FFY2012 ILEASTRN Adjustments**
 - **FFY2012 ILEASSRT Adjustments**

Motion made by Miller and seconded by Volk to authorize the line item adjustment for 12ILEASSRT, 12ILEASTRN and 11ILEASSRT. Voice vote taken. Motion passed unanimously.

 - **WMD SRT Vehicles** – Staff proposes replacing 11 Ford Excursions currently being used by WMD SRT and NIPAS teams with Ford 350 pickup trucks purchased from the State Bid master contract vendor. Bob Markovic asked why not just give the F350 trucks to the MFF teams and let the WMD SRT teams keep the Excursions. Larry Evans stated that it should be up to the experts that make the day to day decisions who gets

what. Page stated that not all SRT Teams and MFF Teams are in the same regions. It is also an issue of interoperability of the same equipment that can be used by any team member anywhere they are deployed. Scott asked if NIPAS was getting a new vehicle. Page and Luecking stated that NIPAS SRT will be getting a new vehicle but NIPAS MFF will not. Motion made by Miller and seconded by Moreno to authorize the replacement of vehicles for WMD SRT for \$800,000. Voice vote taken. Motion passed unanimously.

- **Transfer of Existing Vehicles to Mobile Field Forces** - The Ford Excursions would then be refurbished at ILEAS expense and issued to the MFF teams to be used to tow equipment trailers and haul equipment.
- **Respirators**
 - **Mobile Field Force** – The Mobile Field Force teams were issued Avon FM-12 gas masks when the teams were started in 2005-2006. Most of these masks were manufactured in 2004-2005. According to the manufacturer, the masks have a 10 year life span, which the MFF masks have been used extensively and are approaching the need to be replaced. Staff estimates that there is a need for at least 450 replacement masks. The FM-12 is no longer made and has been replaced with the Avon C50 masks. State bid on the C50's is currently \$315.00 each for a total of \$143,000 with shipping. Motion made by Schneider and seconded by Scott to authorize the replacement of Mobile Field Force respirators for \$143,000. Voice vote taken. Motion passed unanimously.
 - **Local Agencies** - In March 2013, with "shovel ready" FY2010 funds ILEAS purchased 512 Avon C50 respirators to issue to local agencies. A total of 50 agencies asked for 705 respirators. With authorization, staff plans to purchase enough to fill all of the requests and still have a few extras for late requests. This would be a total of 195 respirators for a total cost of \$61,625.
 - **Equipment (SCBA) Disposal** – ILEAS has been in the process of replacing all of the WMD SRT bottled air units with the Avon ST53's. The transfer from SCBA to ST53 leaves ILEAS with approximately 150 Scott SCBA units and 110 Patriot units requiring disposal. The SCBAs cost \$3739.55 apiece. This includes all accessories, mask, hood, and voice amplifiers. ILEAS is requiring each team to return the units not including the mask, hood and attached accessories. The proposed plan is to dispose of the SCBAs.

well as from the City of Champaign to provide a local labor market perspective. He made the comparison as close as possible given the differences in job descriptions and classifications. In every instance the ILEAS payroll compared financially favorably to that of MABAS, Champaign and IEMA in that ILEAS staff was compensated lower in every case. Staff then developed a salary structure for ILEAS based on this data. The salary range is 2.5% lower to 5% higher than current salary. Schneider agreed with Luecking's table but would like the upper limit set at 3%. Miller asked whether this would be an additional raise on top of raises recently approved. Miller also asked whether salaries were limited in the grants? Page states that raises were voted on and approved at the August meeting. No one is getting a raise today, this identifies the job classifications and salary range moving forward. Further, grants do limit the amount of salaries and ILEAS will work within the limits and structures. The further recommendation is that the Executive Director, with the approval of the Executive Committee, has the authority to change the pay of an individual within that range based on varying job description changes and expectations. The Executive Director recommends that the salary structure as developed should be adopted. Motion made by Miller and seconded by Snyders to adopt a policy whereby the Executive Director is authorized to adjust salaries for specific employees within the established range based on specific written need provided in writing by the Executive Director and within the established budget adopted by the Governing Board, and that the Governing Board approve movements between salary classification and that a salary report shall be provided to the Governing Board annually at the end of each fiscal year. Voice vote taken. Motion passed unanimously.

- **ILEAS Employees Supporting ITTF** – ILEAS is currently involved in a series of meetings with the ITTF Chair Don Kauerauf and Dr. Laura Kunard, Director of the Center for Public Safety and Justice (CPSJ) at the University of Illinois, Springfield. The subject of these meetings is the development of a comprehensive strategy for authority, responsibility and management of the various grants that ITTF oversees. As these meetings progress and a strategy developed, the ILEAS staff will bring to the Governing Board a detailed report and recommendation. Motion made by Gulliford and seconded by Schneider to recommend that the Governing Board resolve to continue to support ITTF as part of the preparedness management team in Illinois as it has in the past, and authorize the Executive Director 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. Voice Vote take. Motion passed unanimously.

- **Professional Services Contracts** - At the August 29, 2013 Governing Board meeting, the Executive Director reported that ITTF has requested ILEAS review its professional services contracts. When ILEAS converted from contractors to employees (January 1, 2012) some professional services contracts remained in place and were extended by the action of the Governing Board. The Board did not take action on vendor contracts as proposed in August because of this request. Since then, ILEAS staff has reviewed the status of the current contracts. Some desire to remain contractors and can't be employees since they do work for others. The Governing Board will review and vote before contracts are entered into.
- **Worker's Compensation Claim** – ILEAS has had its first worker's compensation claim filed with our insurance carrier. This incident prompted a complete review of ILEAS's workers compensation and liability insurance coverage. ILEAS senior staff met with our insurance representative to discuss these issues. ILEAS is examining the reclassification of one or two employees. Additionally, the policy for non-employee volunteer role players was closely examined and adjustments were made to our participation waivers. Both were reviewed and approved by an attorney. More information and the results of this review will be presented to the Board in the next regularly scheduled meeting.

Current Issues & Updates for Board

- **IPWMAN Request** – The Board authorized staff to negotiate with the Illinois Public Works Mutual Aid Network to provide Administrative support to IPWMAN in exchange for non-federal funding. An agreement was negotiated with both sides being satisfied. It was agreed by both parties that this would last six months, then a review of the agreement would be undertaken and both parties would have to agree to continue in order for it to be extended. The funds are non-federal grant funds. IPWMAN has already agreed to the conditions outlined and signed the agreement. Scott asks if this will require an increase in staffing. Page and Evans state that this will be completed without increasing staff. Motion made by Miller and seconded by Schneider for the Governing Board to authorize staff to enter into the IPWMAN agreement for six months. Voice vote taken. Motion passed unanimously.
- **Hatch Act and Political Activity Policy** – A description of the Federal Hatch Act is that it generally prohibits employees paid with Federal funds from being candidates and it governs certain political activities. A situation has developed that has prompted ILEAS to develop a Hatch Act and Political Activities policy for employees. Motion made by Scott and seconded by Snyders to request that the Governing Board adopt the policy Activity

and Hatch Act Compliance policy as written. Voice vote taken. Motion passed unanimously.

- **Rebanding Report** – ILEAS currently has an interagency Agreement with Central Management Services to coordinate the rebanding effort for approximately 3000+ ITTF StarCom radios in Illinois. Total radios rebanded and scheduled to be rebanded is 2,283.
- **FirstNet Grant Proposal** –See "Budget Adjustments" above.
- **Legislative Update** – ILEAS and MABAS have engaged the services of former Senator John Millner as a legislative representative. Millner is also the former Chief of Elmhurst and president of the Illinois Chiefs of Police Association. The Executive Committee and Director Page have been working to find a solution to the decreasing federal grant budgets to ensure the future viability of ILEAS. Previous efforts to find funding specifically for ILEAS have been unsuccessful. ILEAS and MABAS leadership met and discussed multiple strategies to provide long term stable funding. Plans are being developed to continue to make presentations and garner support from various local and legislative officials. The plan is to lay groundwork for a specific bill to be submitted in the spring session at the General Assembly. Roger Scott stated that 911 is more important as a basic safety issue and that ILEAS is extra. Neubauer stated that the timing is right in light of recent incidents and would like to have a marketing plan in place for the next meeting if we were to move forward with this strategy. Motion made by Roman and seconded by Moreno to vote to support the legislative strategy as outlined in the Executive Summary and to continue the effort to develop specifics and pursue legislation. Voice vote taken. Scott opposed.

Old Business

New Business

- **Nominating Committee** -Andrew Hires was nominated to be the chairman of the nominating committee to elect a replacement for Chief Larry Evans who will be retiring in January 2014. Vice President Snyders will serve as in the interim (Jan through March) until another president is elected at the Conference in March. The next President of the Governing Board must be a member of the Governing Board for one year.
- **Future Board Meeting Dates** – Jim Page brought up the question of how often should the Board meet. Right now, the Board has been trying to meet every other month, with exception to times when there is not enough on the agenda and occasionally a quorum cannot be obtained. It was decided to keep things as they are.

Adjournment: At 2:26 P.M. Motion was made by Gulliford and seconded by Snyders to adjourn the meeting.

These minutes are respectfully submitted

Dave Snyders
ILEAS Board President