



**Governing Board Meeting  
May 23, 2019 @ 1100  
ILEAS Training Center  
1701 E. Main St, Urbana, Illinois 61802**

➤ **Meeting called to order**

President Snyders called the meeting to order at 11:01 A.M.

➤ **Attendance**

Sheriff David Snyders/President	Present
Chief Mike Metzler/Vice President	Present
Chief David Summer/Secretary	Present
Chief Sean Reynolds/Sgt. at Arms	Present
Sheriff Brian VanVickle/Treasurer	Absent
Chief Todd Barkalow	Present
Sheriff Dwight Baird	Present
Chief Bill Kushner	Present
Sheriff James Mendrick**	Present/Dan Bilodeau
Sheriff Jeff Standard	Absent
Chief Ken Winslow	Absent
Sheriff Jeff Lower**	Present/Tim Gillespie
Sheriff Rick Robbins	Present
Lieutenant Chris Conrad**	Present/Damien Feeney
Sheriff Andrew Hires	Present
Chief Harold Masse	Present
Sheriff Robert Burns**	Present/John Kilquist
Chief Bradley Potts	Present
ISP Mark Peyton**	Present/Clay Cushman
Deputy Chief Eric Carter	Absent
Commander Darren Doss	Absent

Out of 21 members, 16 Board members were present with 5 delegates.

**Also in attendance:** Executive Director Jim Page, Chief of Staff Larry Evans, Nancy Crossman, Calvin Stearns, Mick McAvoy, Jan Plotner, Skip Frost, Russ Gentry and Bill Springer.

- **Introductions & Guests**

- Rob Milka, NWCD (ILEAS Coordinator)

- **Public Comments**

- **Approval of Minutes of March 26, 2019 Meeting**

- Motion made by **Metzler** and seconded by **Kushner** to approve the minutes of March 26, 2019 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 and Grant Reports. There is also a list of grant changes since the last financial report. Motion made by **Reynolds** and seconded by **Metzler** to accept and adopt the ILEAS' financial reports including Balance Sheet summary, Business Account summary and Grant Reports. Voice vote taken. **Motion passed unanimously.**

- **FFY17 Special Response Team Report**

- Page reported that many changes to the FFY17 Special Response Team grant were requested at the March 27, 2019 ITTF meeting. These line item movements were to replace 14-year old radios for two Special Response Teams used by NIPAS, Region 6/7, Region North and Region 9/11 Special Response Teams. The Board action requested at the March Board meeting was: Authorize Executive Director Page to execute grants and purchases between now and the next Board meeting in May, move money between line items in grants with IEMA permission with oversight by the Executive Officers and report back to the Board at the next regular meeting as to the final configuration. **See issues document for approved items at the March 27, 2019 ITTF meeting.**

- **FFY2018 Budget Review**

- ILEAS is spending down the Federal FY2017 grants, FY19 ILEAS Business Account funds, the PAR funds and any last minute allocations and grant adjustments from IEMA. Last year, the Governing Board approved the FFY18 grants that we will now be spending, starting July 1, 2019. There was a 2% cost of living salary increase for most of the staff built into the FFY 18 budget that was approved last year.

- **FFY2019 Budget**

- ILEAS submitted the budget for the Federal Fiscal Year 2019. This is a 2% drop from the total budget last year. The total budget submitted is: \$6,446,203, as stated the issues document. **Please see financial report for line items.** Motion made by **Masse** and seconded by **Baird** to authorize staff to pursue the proposed budget with IEMA/ITTF. Staff will report to the Board in July as to the final FFY19 Federal and business budget for final approval. Voice vote taken. **Motion passed unanimously.**

- **Unmet Needs Preparedness and Response Grant**

- In FY 2019 a Preparedness and Response Grant (PAR) was created and funded with \$2.5 million in State funds. ILEAS requested funds for radios, truck and bomb suits. Later in the year, surplus PAR funds were made available. ILEAS was able to purchase LION suits and the Stop the Bleed Kits and training aids as a result. In State FY20, the current status is that the PAR Grant will continue and **possibly** be raised to \$5 million from \$2.5 million. \$1.5 to \$2 million of that \$5 million **may** be spent implementing a statewide top program for school security issues. ITTF requested each committee to submit a priority list for PAR Grant funding. ILEAS submitted their list. **See LEMAC Unmet Needs Requests document (attached to the issues document).** Motion made by **Kushner** and seconded by **Metzler** to authorize staff to pursue the above-proposed budget with IEMA/ITTF. Staff will report back to the Board in July as to what the final PAR grant allocation will be. Voice vote taken. **Motion passed unanimously.**

➤ **Current Issues & Updates for Board**

○ **Contract Approvals**

As we near the end of the fiscal year, several contracts need to be renewed as listed below.

▪ **Millner – Legislative Liaison**

ILEAS has used John Millner's firm for legislative liaison purposes. This contract is paid from Business Account funds. Motion made by **Masse** and seconded by **Bilodeau** to accept the contract for \$24,000. Voice vote taken. **Motion passed unanimously.**

▪ **IPWMAN MOU**

ILEAS is in the process of establishing mutual aid agreements between other IEMA Mobile Support Teams (MST's). This agreement establishes a legal formal framework that IPWMAN and ILEAS can use when working together on operational events, training, exercising and sharing of resources. The IPWMAN Board has already approved this agreement. Motion made by **Baird** and seconded by **Hires** to accept the MOU with IPWMAN. Voice vote taken. **Motion passed unanimously.**

▪ **Lease Extension Champaign County**

The lease for the ILEAS Training Center is with Champaign County. The lease expires on December 31, 2020. However, the lease has a three-year reopener clause. ILEAS has sent a letter indicating that we want to exercise that extension. This covers the time between January 1, 2021 and December 31, 2023. Motion made by **Reynolds** and seconded by **Potts** to accept the lease extension as proposed contract amounts in issues document. Voice vote taken. **Motion passed unanimously.**

▪ **NWCD and Peoria Agreements**

These two contracts are for ILEAS dispatch services for the upcoming fiscal year. The total cost of these contracts are paid with federal grants. Motion made by **Hires** and seconded by **Summer** to accept the contracts with NWCD and Peoria. Voice vote taken. **Motion Passed unanimously.**

○ **Stop the Bleed Grant Project**

Illinois Terrorism Task Force (ITTF) created a school safety subcommittee that has made several recommendations as the implementation of the officially recognized STOP THE BLEED program. The ITTF voted in December to provide grant funds to purchase "stop the bleed" kits for every school in Illinois. This project consists of two parts, 1) acquiring the stop the bleed kits and distributing them to schools, and 2) training school staff to use the kit and if unavailable, how to improvise to stop life threatening bleeding. Masse asked how many kits each school would be given. Page stated that only 1 kit per school. Private schools were recently added to the list. ITTF also approved a position called the Medical Programs Organizer. This person will work for ILEAS but be directed by IMERT. The new Medical Programs Organizer will establish, organize and implement training for Stop the Bleed statewide – for public and private schools. It is our intent to have most of the tourniquet kits distributed to the Regional Offices of Education by summer's end. Motion made by **Kushner** and seconded by **Metzler** to authorize the hiring of the Medial Programs Organizer pursuant to the grant as received. Voice vote taken. **Motion passed unanimously.**

- **IDPH Naloxone Grant Status Report**

ILEAS has been selected to manage the new IDPH Naloxone Grant. The final details are being worked out in the grant agreement language. The terms of the grant are: Total Grant - \$702,104, Term – 2/1/19 thru 9/30/19 and Up Front \$561,683.32. IDPH wants ILEAS to purchase \$500,000 worth of Naloxone (6,666 two packs) immediately upon receiving the signed version of the grant prior to June 30<sup>th</sup>. The scope of the grant has expanded to the entire state for fire and law enforcement. ILEAS will be talking to the vendor about drop shipping the Naloxone. Motion made by **Bilodeau** and seconded by **Barkalow** to authorize staff to purchase naloxone in amounts exceeding \$100,000 Board approved limit. However, \$500,000 is a very significant purchase. Therefore, staff requests that the Board approve this immediate purchase of \$500,000 worth of naloxone. Voice vote taken. **Motion passed unanimously.**

- **BAO LMS**

ILEAS has been meeting with ISP staff since January to move the BAO and BAO-PBT online curriculum and testing to the ILEAS LMS. An MOU between ILEAS and ISP was authorized by the Board in January and has since been executed. Access to the BAO curriculum on the ILEAS LMS will begin this week. There are a lot of deputies and officers that are in need of BAO recertification. It will take some time for ILEAS to process all the 13,000 certified BAO and PBT users. Discussions with ISP command are ongoing about a potential expansion if ISP's use of the ILEAS LMS. Discussions have centered on the potential that ISP focuses on developing curriculum and ILEAS delivers it to locals. ILEAS is currently in new discussions with ISP on other LMS projects.

- **Old Business**

Page updated the list of current Board members. There are two changes. Bradley Potts office phone number was added and his cell phone number was corrected, also Mark Peyton's email address needs to be changed.

All new Board members need to complete the open meetings act certification and send to Mick McAvoy.

Each Board member has an ILEAS email address listed on the website.

- **New Business**

- **Next Meeting July 25, 2019 – ILEAS Training Center**

- **Adjournment**

At 12:42 motion was made by **Metzler** and seconded by **Kushner** to adjourn the meeting. Voice vote taken. **Motion passed unanimously.**



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Vice President Mike Metzler