



**Governing Board Meeting  
July 25, 2019 @ 1100  
ILEAS Training Center  
1701 E. Main St, Urbana, Illinois 61802**

**Governing Board Meeting**

➤ **Meeting called to order**

Board Vice President Mike Metzler called the meeting to order at 11:00 a.m.

➤ **Attendance**

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

Out of 21 members 13 Board members were present with 1 delegate.

**Also in attendance:** Jim Page, ILEAS Executive Director, Larry Evans, Chief of Staff, Nancy Crossman, Skip Frost, Jan Plotner, Calvin Stearns, Pete Smith.

○ **Introductions & Guests**

➤ **Public Comments**

➤ **Approval of Minutes of May 23, 2019 Meeting**

Motion made by **Winslow** and seconded by **Carter** to approve the minutes of the March 23, 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, Grant Reports and Grant Adjustment report. Motion made by **Van Vickle** and seconded by **Standard** 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.**

○ **FFY2019 Budget Final**

ITTF unanimously voted to recommend the budget to IEMA for the Federal FY19 grant process. FY19 will cover the period from July 01, 2020 through June 30, 2021. Please see the specific FFY19 line items in the Fiscal Report document for details.

Motion made by **Conrad** and seconded by **Reynolds** to authorize staff to adopt the Federal Fiscal Year 2019 as proposed and execute the required documentation to formally apply for and accept the grants. Voice vote taken. **Motion passed unanimously.**

○ **ILEAS FY20 Business Account**

Please refer to the ILEAS Business Account in the Financial Packet. Plotner gave a brief overview of the proposed budget.

Motion made by **Winslow** and seconded by **Masse** to approve the proposed ILEAS FY20 Business Account. Voice vote taken. **Motion passed unanimously.**

○ **State FY20 Unmet Needs Preparedness and response (PAR) Grant**

The Board approved the pursuit of the FY20 PAR grant funds. The budget that was proposed in the May report was approved at the full ITTF meeting on June 26, 2019. Please refer to the issues document for the table that lists what was approved. Motion made by **Masse** and seconded by **Carter** to adopt the SFY20 PAR budget and authorize staff to execute the required documentation to formally accept the grants. Voice vote taken. **Motion passed unanimously.**

○ **Fiscal Year Reimbursement Lag**

IEMA and the State have changed policy allowing ILEAS to submit the drawdown for the post-July period ahead of time. The request for reimbursement has historically been accepted by the Comptroller for payment in August and not paid until October or November making ILEAS utilize its Business Account funds to make payroll and use our line of credit to pay vendors. A significant amount of pressure was put on the State by ILEAS/MABAS through a variety of means to solve the problem.

○ **IDPH Naloxone Grant Budget**

In the May Board meeting, the Board authorized the spending of up to \$500,000 in NARCAN doses if the grant is awarded and the funds are forwarded to ILEAS. ILEAS received and executed the grant paperwork for \$702,104 as shown in the issues document. The grant was backdated to February 1, 2019 so that the expenses ILEAS incurred by keeping the program alive during the inter-grant period have been reimbursed. The scope of the grant has expanded to the entire state for fire and law enforcement. ILEAS has conducted a needs survey statewide. ILEAS has reached out and met with MABAS, the Office of the State Fire Marshall and IFSI to develop a working relationship with all three regarding this grant. MABAS will assist ILEAS through their field operational staff, access to their member database and other support as necessary. Motion made by **Standard** and seconded by **Conrad** to give final approval to the most current version of the NARCAN grant. Voice vote taken. **Motion passed unanimously.**

## ➤ Current Issues & Updates for Board

### ○ Auditor Selection Process

A request for proposal (RFP) was submitted for auditing services from Certified Public Accountants for Fiscal Years 2019, 2020 and 2021. The scope of the RFP is for a single audit of the grant account and the audit of the Business Account and the Foundation. ILEAS staff have received two responses from the Request for Proposal (RFP). It is recommended that Martin Hood of Champaign be selected as auditor for ILEAS for Fiscal Years 2019, 2020 and 2021. Motion made by **Van Vickle** and seconded by **Reynolds** to select Martin Hood as the ILEAS auditor for the Fiscal years of 2019, 2020 and 2021. Voice vote taken. Voice vote taken. **Motion passed unanimously.**

### ○ Special Teams Equipment Purchase Authorization

Board policy requires staff to get authorization for acquisitions exceeding \$100,000. Pursuant to and as described in the State FY20 ILEASPAR grant above, staff requests authorization to purchase mobile field force trucks for \$125,000, bomb suits for \$196,000, mobile field force protective gear for \$250,000 and lion suits for \$210,000. Staff desires to get the orders made as quickly as possible as they have long lead times (20+weeks). Staff also requests the Board authorize \$331,222 to purchase WMD Special Response Teams headsets, replacement Special Response Teams radios, headset/radio connectors and MABAS replacement radio. See issues document for the grant accounts with which this request will come from. Motion made by **Masse** and seconded by **Conrad** to authorize the purchase of the equipment as described above. Voice vote taken. **Motion passed unanimously.**

### ○ Stop the Bleed Grant Project Update

Illinois Terrorism Task Force (ITTF) created a school safety subcommittee that has made several recommendations to the Governor of Illinois regarding steps to prevent shootings from occurring as well as improving the response capabilities statewide for public safety and the schools. One of those recommendations was the implementation of the officially recognized STOP THE BLEED program. This project consists for two parts. 1 – Acquire the kits and distributing them and 2 – training school staff to use the kit and if unavailable, how to improvise to stop life threatening bleeding. The ITTF voted in December to provide grant funds to purchase kits for every school in Illinois. Additionally, the Board authorized the hiring of a Medical Program Organizer. ILEAS hired Barb Oliff, a nurse educator with IMERT. She has already been deeply involved in the training and kit distribution. Barb, Kent Jepsen, Chris Jansen and one other IMERT volunteer took 4,100+ kits to Springfield and distributed them to representatives of the Regional Offices of Education from across Illinois. The ROEs are expected to distribute them to the individual districts in their regions. Additional kits are available to districts that train more staff. (Up to 5 per instructional building). ILEAS notified its membership about the potential of certifying officers/deputies as Stop the Bleed trainers. A significant number of agencies responded that they are interested in their School Resource Officers to become trainers. Barb Oliff is working with those agencies to arrange training.

### ○ BAO LMS – ISP BAO/HAZMAT

ILEAS entered into a Memorandum of Understanding (MOU) with the Illinois State Police regarding Breath Alcohol operator recertification. ILEAS/ISP entered into an MOU in February of 2019 lasting until December 31, 2019 to provide LMS services for Breath Alcohol Operator recertification's and for HAZMAT Awareness. Please see issues document for pertinent facts. ISP and ILEAS management have personally met and had phone conferences several times regarding this problem. ILEAS made a proposal to the State Police to extend the MOU, complete the project and oversee the management of the system for the next five years. ILEAS proposed a first year cost of \$290,000 and \$200,000 annually afterwards. ISP contacted ILEAS on July 19<sup>th</sup> and stated that that was over their expectations. They requested more information and the discussions are ongoing.

- **Flood Fight 2019**

ILEAS resources were utilized in Southern Illinois to support local agencies during the significant flooding that occurred in May and June of 2019. ILEAS staffed positions in the State Emergency Operations Center in Springfield and the State Unified Area Command in Winchester, Illinois. Responding officers provided force security, patrol and levee protection duty in Morgan, Monroe, Jersey and Calhoun Counties. For a complete list and map of agencies responding to request for mutual aid, please see the map that was passed out. ILEAS is still collecting data on costs. If FEMA approves Illinois's request for reimbursement, then ILEAS will gather and submit all the appropriate expenses incurred during the deployments and submit an invoice to IEMA.

- **2020 Democratic National Convention Milwaukee, WI**

The 2020 National Democratic National Convention will take place in Milwaukee, Wisconsin on July 13-16, 2020. Milwaukee Police Department reached out to ILEAS to discuss their upcoming request for assistance during the Convention. A formal letter requesting assistance is forthcoming. ILEAS has talked to Chicago Police, Illinois State Police and IEMA about this deployment as well. Motion made by **Mendrick** and seconded by **Winslow** to authorize staff to negotiate with the City of Milwaukee in concert with other Illinois assets regarding the deployment of Illinois law enforcement assets for the 2020 Democratic National Convention. Voice vote taken. **Motion passed unanimously.**

- **Old Business**

- **New Business**

- **Next Meeting September 26, 2019 – ILEAS Training Center**

- **Adjournment**

At 12:38 p.m. motion was made by **Summer** and seconded by **Masse** to adjourn the meeting. Voice vote taken. **Motion passed unanimously.**



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**President Dave Snyder**