



ILLINOIS LAW ENFORCEMENT ALARM SYSTEM CONSORTIUM

28 May, 2009

ILEAS Training Center

1701 E. Main, Urbana, ILLINOIS 61802

Meeting Minutes

➤ Meeting Called to Order by President Beckwith at 0910

➤ Attendance:

| ILEAS Governing Board | Region | Present | Absent |
|-----------------------------------|--------|---------|--------|
| Sheriff Gib Cady | ISA | X | |
| Chief T. Swanson | IACP | X | |
| Sheriff D. Snyders | 2 | X | |
| Chief Mark Beckwith | 2 | X | |
| Sheriff Roger Scott | 3 | X | |
| Chief Don Bennett | 3 | X | |
| Sheriff John Zaruba | 4 | X | |
| Chief Jeff Chudwin | 4 | | X |
| Sheriff Brent Fischer | 6 | | X |
| Chief Ralph Caldwell | 6 | X | |
| Sheriff Robert McCarty | 7 | X | |
| Chief Jim Kuchenbecker (Don Volk) | 7 | X | |
| Sheriff Jim Vazzi | 8 | | X |
| Chief Chris Sullivan | 8 | | X |
| Sheriff Andrew Hires | 9 | | X |
| Chief Larry Evans | 9 | X | |
| Sheriff Tom Cundiff | 11 | X | |
| Chief Lyndon Thies | 11 | | X |
| Delegate: Colonel H. Nelson | ISP | | |
| Lt. B. Heffner | ISP | X | |
| Deputy Supt. D. Dugan | CPD | | X |
| Commander Wayne Gulliford | CPD | X | |
| | | | |
| Totals | | 14 | 7 |

➤ Financial report by Don Bennett

Motion to accept the financial report as presented by Treasurer Bennett

Motion by: J. Zaruba

Seconded by: D. Snyders

Motion Carried:

➤ Previous Minutes

Motion to accept the minutes as submitted by Secretary Evans for the March 2nd and 3rd, 2009 meetings.

Motion by: J. Zaruba

Seconded by: R. Caldwell

Motion Carried:

➤ Presentations

VSOC Software - Presented by Ogle County Sheriff Beitel

VSOC - Visual Security Operations Console. Developed by Boeing. Software allows for operation of any system in a format that looks the same no matter what the equipment being used. Would allow for integration of multiple video sources to be utilized in single locations. Trying to garner support to get funding to make this system available locally and state wide to allow for long distance access. Presentation given on application and future plans.

Funding Requested \$132,202.00

Includes Modeling, Configuration, Hardware for Server and Watch Standard, On-site engineering, training and management and 18% maintenance. Setup would include numerous school district camera systems and the judicial center. Prairie Shield, Ogle County would be the start up location for this group.

R. Caldwell asked about possible grant funding for this project and wants to know what portion the schools affected are going to pay.

J. Page reports that \$1.9 million is available to contribute if we want to move on this project. All MDC's that have been awarded will still be met. J. Zaruba asks about whether the board was going to start replacing MDC's at some point? T. Swanson, asks if Ogle County had requested funding before? J. Page reported yes but that previous request was voted down by the board.

Motion to fund Ogle County's request for \$132,202.00 for the VSOC Program

Motion by: R. Scott

Seconded by: G. Cady

Motion Carried:

➤ Director's Report by Jim Page

Detailed information can be obtained by referring to the Executive Director Report Status for 28 May, 2009

IRS responded to ILEAS' 501c3 application and requested making one change. If ILEAS is disbanded, the IRS wants us to designate a transfer to another non-profit group. Changes were made.

Dave Owens SCIP overview. The Federal communications plan was too long so the state has adopted a much shorter version. 84 page plan finalized and online to be reviewed. D. Owens explains mind-set of interoperability of communications. Chapter 4 is the main source for information pertaining to agencies. Re-banding project close to being done. 21 agencies have not responded at this time. Listed those and asked for membership to help contact them.

Public Health Water. Last July after the floods in the Galesburg area, ILEAS was asked to take 80 pallets of water and store them to the expiration date. Now that that date has arrived, we are faced with destruction of the water. IEMA and IDPH have allowed us to donate them to a local event. They are going to buy us pallet racks for future projects.

Hired a CPA Dick Houston. He is currently at a conference on grant management. Houston has recommended changes our financial reporting and structure. ILEAS staff working with Houston to make suggested changes and will report back to board.

NIMS. Last meeting the board authorized a second round of MDC awards. As a result, agencies must be recognized by the state as NIMS compliant to receive grants. It is believe that 5 of 27 agencies have completed the certification process to justify their awards. Many agencies have done a number of the requirements but until the NIMS-Cast is completed, they may not be certified. There were questions about whether or not an entire municipality or county had to be in compliance for the individual department to be recognized. After discussion, Don K. reports that as long as an agency is doing the required NIMS activities and completes the roll up, you will be compliant.

Training Center 88 sessions, workshops. 53 this year. 55 more scheduled. Already scheduling for 2010.

DHS Officer of Inspector General Management of State Homeland Security Grants.

ILEAS was reviewed and inspected on funding and distribution policies. They did a complete audit of everything we owed and did on site inspection. They found all equipment checked. Illinois was identified as having 5 best practices, ILEAS and MABAS and ITTF were all listed. 5 recommendations from the FEMA leader directing MABAS to adopt ILEAS system as a model for inventory control. We need to put a field expiration date on equipment that has an expiration date. They want us to put together a document reporting system on equipment received. Last request is the desire to have regional board coordinators to be the local face or representative for ILEAS in all areas of the state. Will talk about it further. We came through this audit in very good shape.

Conference Focus group and feedback. J. Zaruba had asked for a survey on equipment needs. Staff randomly picked people out of the conference and sat with them to get ideas and directions. Also a survey was conducted which received over 300 responses. It was learned that In-car camera systems was the number one request from agencies. Other priorities are listed in the survey results. Next round of grants may be MDC's for agencies with none, and then consider other pieces of equipment

based on results. J. Page asked Don K to check AEL if In-car cameras are eligible for purchase under current grant limitations. J. Page asked, "What would we want to pursue on future equipment grants?" B. Feithen suggested MDC's first, and then car cameras. T. Swanson stated that lots of departments have MDC's and many are starting to replace them. R. Caldwell says MDC's are more important for public safety and communications and while cameras are less important. "They are not as life saving as MDC's." G. Cady agrees with Caldwell. "There are agencies that can't afford to pay their bills or wages." G. Cady suggests we stay with inter-operability goal rather than branch out into new initiatives. M. Beckwith suggests a splitting of money. Caldwell suggests board calculate 80/20 division of funds, or "...whatever would work." M. Beck asks, "What is the desire of the board?" T. Swanson recommends we get rid of the thermal and night vision type of equipment considerations and stick to communications. Cameras are another thing that can be awarded but communications should be the priority. J. Zaruba suggests staying with MDC's as well during this grant cycle. R. Scott agrees with J. Zaruba. R. Caldwell agrees.

Motion to consider In-car cameras for this years grant funding process.

Motion by: T. Swanson

Seconded by: T. Cundiff

Motion Failed: by roll call vote

| ILEAS Governing Board | Region | <u>Yes</u> | No |
|-----------------------------------|--------|------------|----|
| Sheriff Gib Cady | ISA | | X |
| Chief T. Swanson | IACP | | X |
| Sheriff D. Snyders | 2 | | X |
| Chief Mark Beckwith | 2 | | X |
| Sheriff Roger Scott | 3 | | X |
| Chief Don Bennett | 3 | | X |
| Sheriff John Zaruba | 4 | | X |
| Chief Jeff Chudwin | 4 | | |
| Sheriff Brent Fischer | 6 | | |
| Chief Ralph Caldwell | 6 | X | |
| Sheriff Robert McCarty | 7 | | X |
| Chief Jim Kuchenbecker (Don Volk) | 7 | | X |
| Sheriff Jim Vazzi | 8 | | |
| Chief Chris Sullivan | 8 | | |
| Sheriff Andrew Hires | 9 | | |
| Chief Larry Evans | 9 | X | |
| Sheriff Tom Cundiff | 11 | X | |
| Chief Lyndon Thies | 11 | | |
| Delegate: Colonel H. Nelson | ISP | | |
| Lt. B. Heffner | ISP | X | |
| Deputy Supt. D. Dugan | CPD | | |
| Commander Wayne Gulliford | CPD | | X |
| | | | |
| Totals | | 4 | 10 |

J. Page asks if we can look for other ways to fund in-car cameras that do not go through our normal equipment grant line items since we have received so many requests for these pieces of equipment. J. Page will research this possibility.

More feedback. Services desired. Grant and training clearing house services. We have already started building this on the web site. Received many requests on how to purchase equipment in bulk. See survey results for specific information. T. Swanson suggests that individual regions should attempt to hold meetings and gatherings to share information about available resources in their areas. Caldwell praises Page for services to ILEAS program.

Grant clearing house web site. J. Page reports that the first version of a grant page is up today on our web site. Plan is to allow for agencies to get automatic notice by email to anyone who signs up. A grant writing Research Company was hired to help us find the grants. As we find grants and training, we will post it to automatically tell you that something is available. This idea comes as a result of survey requests.

Web service. J. Page reports that surveys recommend that each region have an individual web site. We are currently trying to establish this idea to be linked to our site and upgrading our server. From there, individual sites can be established. We have been approached by a number of other agencies to help host their web sites, ISA, IACP, IESMA and others are seeking assistance. The move to better equipment will make this possible. Approximately \$12,000 will completely change our system and allow for expansion which will then allow us to aid other organizations. It also allows us to setup a site that is specific to an event in a hurry to help manage that event. ILEAS may be able to draw money from other agencies to help pay for service. G. Cady asks if the sites will continue to be password protected? J. Page indicates that they can be set up in any manner that region wants.

➤ Adayana Software

J. Page reports on this Nationwide Company. U.S. Army's largest contractor. Their niche is virtual training software using a gaming model writing software for soldier training. They are currently looking for office space in the Champaign/Urbana area and have made inquiries with ILEAS. They are currently looking for space that would allow for 11 employees and support materials. We are negotiating a fee structure that would allow them to move into the ITC. They are also interested in getting into the business of writing training programs for law enforcement and public safety sector. They could write programs for training about radiation detectors, hazardous materials, incident management etc. J. Page indicates that this is another opportunity for ILEAS/ITC funding and requests permission to pursue this opportunity. Granted by board.

Lunch break

➤ Credentialing

Lt. Maras, Illinois State Police. An update was given on the progress of credentialing. ITTF will provide governance on who needs a federally approved standard for issuing credentials. Agency heads ID people who are sent to a livescan site. CQH is then ran at the state level. Person then goes to CMS to get certificate of authority. CMS then coordinates through SOS. Once cleared you would then have an electronic ID. This

process leads to level 1 capability. Federal requires level 3. If background clear, you are now eligible to have credential with data printed into the card. The problem is if that person does have a problem, then it has to go to a review board. ILEAS is currently doing this credentialing. There is a delay in issuing cards at this point pending a future upgrade. There is a need to establish a server connection with the federal system to achieve federal credentials. The end goal will be able to have connectivity across state lines to verify ID and credentials of all individuals that may respond to a scene. Illinois and 6 other states along with a number of federal agencies tested system recently and were able to use the cards to enter into the system. We are currently waiting for where the server will be located, getting operational and getting the upgrades to the new level. Program should be really taking off soon.

J. Page adds that Metro East group wants to also participate in the Illinois program since they do have a credentialing system in the St. Louis Metro East area. Because St. Louis is part of that group but outside Illinois, it may lead to income from generating ID's. T. Swanson asks how much does ILEAS have invested in the credentialing initiative? Don Bennett reviewed budget numbers available. M Beckwith stated that ILEAS staff should continue negotiations with St. Louis area and report back to the board. T. Swanson asks about Chicago area credentialing and UASI? Lt. Maras offered information about status in Chicago and future possibility of merging this state plan with Chicago and Cook County systems. R. Caldwell states that this is a slow process and believes that everyone who may be a responder should be credentialed. He added that this is taking a long time considering the amount of money invested.

➤ Regional Planning Coordinators.

J. Page talked earlier about our audit and ITTF request for a new program. Regional Planning Coordinators were identified as a best practice of MABAS and it was suggested that ILEAS adopt this policy. Having someone in each region that can meet with representatives and coordinate efforts. Inventory, credentialing, resource management and availability are all things a regional coordinator can work on. We propose that over the next year ILEAS add a regional planning person for each region in the state. We have the funding to meet this ITTF directive. We would suggest previous law enforcement from each region to fill the jobs. M. Beckwith asks about the working conditions and hours. It would be a contractor arrangement and consider it a full time job. They would be required to come in once a month to update ILEAS on their progress. M. Beckwith says that more representation by ILEAS at the scene of an incident would be a beneficial. Proposal would be to hire one or two and see how it goes and then expand from there to test the feasibility. R. Scott is opposed to this plan. "As I look over the jobs suggested, I see a bunch of things that agencies should be doing on their own." "I think we are adding staff that we (agencies) should be doing on our own." M. Beckwith points out that this is a best practice that we have been told to investigate by ITTF. J. Page responded by saying that in many counties, Scott is correct, there is no problem but in other areas, this type of interaction is needed. This will really help the medium and smaller size agencies. T. Swanson agrees with R. Scott but points out that in some areas like region 4, it is impossible to have regional responsibilities without additional help on the more day to day type tasks such are equipment delivery and inventory. M. Beckwith again points out that the audit says we have to adopt this program of having regional positions because of it's designation as a best practice. If we institute couple of positions at a time and then expand, we can determine whether the program is possible for law us. Lt. Heffner believes the educational factor of having a regional rep will allow future situations to be handled

better. Before a motion is considered, R. Scott requests that there is a system put in place to obtain real feed-back on the performance of the new positions.

Motion to see assignment of three regional planning coordinators in pursuit of the identified ITTF best practice.

Motion by: D. Bennett

Seconded by: T. Swanson

Motion Carried: with one no vote.

➤ Resolutions and policies

CMS joint purchasing participation resolution

CMS requires a resolution that ILEAS purchase using the State program when possible.

Motion to agree to CMS State purchasing when possible.

Motion by: D. Bennett

Seconded by: D. Snyders

Motion Carried:

Checking account signature change.

J. Page reports that D. Houston, finance manager, requested changes to the account signature records to allow for conducting business. With D. Houston as finance manager, we are changing the signators on checks and D. Bennett will be in more of an oversight role. Bank requests a new signature card be submitted.

Motion to approve a resolution to update the signature cards for issuing checks through the bank.

Motion by: D. Bennett

Seconded by: D. Snyders

Motion Carried:

Purchasing card program

J. Page reports that ILEAS currently has debit cards assigned to its banking accounts. Finance Officer Houston is uncomfortable with debit cards that have access to the full balance of ILEAS money. He wants to move to a purchasing card system so ILEAS can start putting monitoring tools and spending limits on cards to track and report their use. We have contracted with a credit card company to review this service and replace the debit cards.

Motion to change the current debit card system to a purchasing card program

Motion by: R. Caldwell

Seconded by: R. Scott

Motion Carried:

➤ Old Business –

T. Swanson asked about MDC grants and whether any other communications equipment was going out to agencies. J. Page reported that purchases would still be made and the equipment held so agencies could become compliant with grant limitations. J. Page indicated that Motorola has announced they will no longer make the type of modem utilized by the ALERTS system. There is an option to utilize refurbished modems and wants to know if the board supports issuing grants for used equipment.

Motion that ILEAS allow the use of used modems in MDC grant equipment

Motion by: R. Caldwell

Seconded by: R. Scott

Motion Carried:

➤ New business - None

Motion to adjourn the meeting at 1345.

Motion by: D. Bennett

Seconded by: R. McCarty

Motion Carried:

Minutes submitted by Secretary L. Evans