

**ILEAS
BOARD MEETING
AUGUST 26, 2010**

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Meeting called to order: Board President Mark Beckwith called the meeting to order at 11 a.m.

Attendance was taken:

Chief Mark Beckwith	Present
Sheriff Dave Snyders	Present
Sheriff Roger Scott	Absent
Chief Bill Feithen	Present
Sheriff John Zaruba	Absent
Chief Jeff Chudwin	Absent
Sheriff Mike McCoy	Present
Chief Robert Williams**	Absent
Chief James Kuchenbecker	Present
Sheriff Robert McCarty	Present
Sheriff Jim Vazzi	Absent
Chief David Hayes	Absent
Sheriff Andrew Hires	Present
Chief Larry Evans	Present
Chief Lyndon Thies	Present
Sheriff Keith Brown	Absent
Deputy Supt Dan Dugan	Absent
Deputy Chief Wayne Gulliford	Present
Chief Tim Swanson	Absent
Sheriff Tom Schneider	Absent
Director Jonathon Monken	Absent

** Bob Markovic is present as a representative for Chief Robert Williams. Out of the 21 Board Members, **10** Board Members were present with one Board Members delegate also present.

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Also in attendance were ILEAS Executive Director, Jim Page; ILEAS contractors, Tiffany McElroy-Smetzer, Richard Huston, Mark Griffeth, Jim Luecking, and Nancy Crossman, ILEAS Contractors; Greg Muller and Mark Bayless, ISP; Chris Bolinger, ILETSB; and Kenneth Sneed, SIUC Police.

Page noted that we have three replacement Board members:

- Department of Corrections, Ron Meek will be replaced by Brian Adams;
- ICLEA , Barbara O'Connor replaced by Von Young; and
- MABAS, Alan Berkowski replaced by Brian Wilson.

Previous Minutes: The minutes of May 27, 2010 were discussed. Thies motioned and Feithen seconded to approve the minutes of May 27, 2010 as presented. Voice vote was taken. Motion passed unanimously.

Financial Report: Huston gave a brief update of the financial situation. Evans questioned whether open grants with balances are monitored to ensure that grant monies would not lapse. Huston and Page assured the Board that the monitoring process is in place to monitor this on a biweekly basis. ILEAS is making plans now to ensure that the monies are spent in a timely manner or that ITTF is notified of concerns regarding large balances of grant money. Snyders motioned and McCarty seconded to approve the financial report as presented. Voice vote was taken. Motion passed unanimously.

Current Issues & Updates for Board:

FY2010 Grants and Budget Resolution: ITTF has changed the process for grant funds. Now grant funds must be applied for and quarterly reports must be submitted for each grant that ILEAS has received. This will significantly increase the administrative costs for administering these grants. The whole process has become much more labor intensive. Kuchenbecker motioned and Gulliford

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seconded to authorize Chair Beckwith to enter into grant agreements and for the contract staff to develop and implement spending plans for the FY2010 grant budget. Voice vote was taken. Motion passed unanimously.

CONTRACTORS:

Inventory Coordinator: Page reported that Kent Jepsen had been hired for the Inventory Coordinator position. He has recently retired from the Urbana Police Department. We feel very lucky to have Kent. Page feels that he will do a great job.

IT Coordinator: Page reported that ILEAS plans to close its contract relationship with the City of Urbana. The IT support person they had assigned to ILEAS has resigned to take an IT appointment with METCAD 9-1-1. ILEAS has a contract with him personally to come back in off hours to maintain backups.

ILEAS has engaged Novanis to do a network engineering study. This report is due at the end of August. Staff believes that Novanis will recommend full time IT support on site. After the report is submitted, ILEAS will most likely start the formal search for an IT support technician. It is estimated that the cost will be in the \$60,000 to \$70,000 range.

Intern: Michele Eack is a senior at the University of Illinois working on her degree in political science. She is interested in doing an internship with ILEAS as she wants to learn more about law enforcement. ILEAS staff has interviewed her and determined that she would be a good fit for a paid internship. The total cost is estimated to be \$3600. The internship will end in spring semester 2011.

Kuchenbecker motioned and Thies seconded to approve the contracts of the Inventory Coordinator and the Intern. Voice vote was taken. Motion passed unanimously.

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ORACLE: Greg Muller, IL State Police, gave an update on the base Oracle licensing for the ICLEAR Project. Chief Kuchenbecker questioned when the cost of ICLEAR will ever end. It has been five long years. ICLEAR seems like it is a never ending process and outflow of cash. Kuchenbecker noted that it appears that the State Police are receiving more and more of the state's Police and Sheriff's Department money. There are more fees etc. Muller addressed some of those concerns.

Muller stated that ICLEAR was finished and available to be used by departments. Kuchenbecker stated that this was the first that he had heard of this. Muller stated that as long as the building that the department was in had a LEADS connection, the department can access the system. The department will need to sign an agreement regarding information sharing. After the agreement is signed, a password will be issued and the department is online.

Page noted that ILEAS is working on a plan to roll ICLEAR out through the RPCs. This will be done to assist in the training and to relieve some of the stress off of the State Police. It will be a top priority this fall. ILEAS will be the main marketing agent for ICLEAR.

Page also noted that the delay in the roll out of the program is due in part to the fact that the State Police wanted to test it with their own officers so the bugs could be worked out before it was widely distributed.

Beckwith noted that the funding would be from the remaining 08 ICLEAR funds and a majority of the 09 ICLEAR funds. Beckwith then questioned if ISP was going to take over the grant funds in FY10. Muller stated that there was a problem with this. The equipment belongs to ILEAS and therefore he cannot spend money putting software on the computers. There are two options; either ILEAS can turn over the equipment to the State Police and then ISP could use their funds or ILEAS can maintain the equipment and then have the

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money funneled through ILEAS. This could be beneficial to ILEAS because some of the equipment is no longer needed by ISP. This equipment could be turned back over to ILEAS.

McCarty motioned and Feithen seconded to authorize the purchase of base Oracle licensing at a cost of \$288,079. Voice vote was taken. Motion passed unanimously.

Equipment Problems/Issues: Page gave an update regarding the 35% failure rate of the Personal Radiation Detectors. The company has accepted responsibility for the problems. They are correcting the problem. ILEAS does have a plan for deployment and training.

Page updated the Board on the AlertWorks weather radio issues. ILEAS purchased 6,000 weather radios for distribution to various EMA's and ESDA's throughout the State.

There have been several problems. AlertWorks was unable to provide the radios on schedule as agreed upon. The stickers on the radios with ITTF, IESMA, and ILEAS logo were to be in specific locations. Instead they put clear plastic stickers on a clear plastic front plate in different positions. It was very hard to read the stickers being that they were clear labels on clear plastic. The label which identifies what type of warning fell off in the radio.

ILEAS tried to work with the vendor. Repair attempts were not successful. ILEAS has requested that the vendor pick up the radios and is in the process of contracting with another vendor for the remaining money in the grant.

IESMA Grant Purchases: Page reported that there were IESMA EOC Grant purchases which needed ILEAS Board approval. Page is requesting that the Governing Board approve all expenditures over \$100,000. ILEAS requests that the Governing Board authorize the staff to implement the \$3 million Emergency Management Committee

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grants for the specified agents. Feithen motioned and Kuchenbecker seconded to grant the requested permission.

Avon FM-53 Respirator Purchase Request: Luecking gave the background regarding the request to authorize the purchase of \$315,890 worth of FM-53 respirators and accessories out of the FY2008 SRT Grant. Kuchenbecker motioned and Snyders seconded to approve the request with the caveat that the older masks be turned into the team members department. Voice vote was taken. Motion passed unanimously.

Region 9/11 Mobile Field Force Request: Thies gave the background on the request that ILEAS form a mobile field force. The SIU Police Department has volunteered to host the team. In order to facilitate the creation of the team, ILEAS needs to place an order for a Mobile Field Force Transport and Equipment Vehicle. ILEAS has purchased all the previous MFF trucks from LDV. LDV is a GSA vendor and has already built the Mobile Command Vehicle and all previous MFF vehicles. Each truck costs approximately \$150,000.

Evans noted that in the past the region had requested a SRT team. Evans feels that a MFF team will address the concerns in a much more efficient and effective manner. SIU and the DuQuoin State Fair are two areas which the MFF could be very useful.

Feithen proposed that the Board authorize the purchase of the vehicle at not more than 5% increase over the last vehicle purchased.

Kuchenbecker motioned and Thies seconded to authorize the purchase of a MFF truck from LDV from the 08 MFF grant at a cost not to exceed a 5% increase in cost from the last such vehicle purchased.

Region 9/11 Vehicle Reallocation: As a result of the expansion of the Region 9/11 WMD SRT, there may be some reallocation of

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vehicles. ILEAS is requesting that the Governing Board authorize ILEAS staff to make the vehicle assignment moves pursuant to the Regional Boards of 9 & 11 and the commanders of the WMD SRT and MFF.

This motioned and Hires seconded to approve the vehicle reallocation at the discretion of the ILEAS staff with the input from the Regional Boards of 9 & 11 and the commanders of the WMD SRT and the MFF

MDC Grant Process: ILEAS has awarded \$3,075,300 to 205 law enforcement agencies – both police and sheriffs – throughout the State of Illinois for 450 MDCs. The funds came from FY 08 and FY09 funds. The grant committee consisted of five law enforcement executives representing agencies that did NOT apply for this grant. The committee included:

Milan Police Chief Mark Beckwith
Byron Police Chief Todd Murray
Silvis Police Chief Bill Brasche
Richland County Sheriff Andrew Hires
Livingston County Sheriff Robert McCarty

Beckwith and Page expressed appreciation for the assistance of the committee and ILEAS staff. The Committee reviewed all 229 applications. They compared the applications to the priority list as previously established. The Committee was also dedicated to getting this equipment out to as many agencies as possible. To that end, some agencies received grants but did not get their entire request – for instance, applying for five MDCs and being awarded two. However, no matter how hard the Committee worked, it was not possible to award a grant to every applicant. A map displaying the distribution throughout Illinois can be found on the ILEAS website.

The agencies that were awarded computers have been scheduled to attend a workshop at ILEAS Training Center. At this workshop, they

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will complete all the grant paperwork and review the legal obligations. The awardees will have the opportunity to meet with the vendor, CDS Office Technologies. CDS is the State Bid Master Contractor and will be the primary contact point for configuration and shipping of the MDCs. The workshop dates have been specified by Region.

Page stated that the EOC grant process used the workshop for the grant awardees. This worked extremely well in obtaining the necessary paperwork.

Kuchenbecker motioned and Feithen second that the Executive Director notifies the MDC Grant Committee if any agency awarded the MDC Grant does not respond within 30 days after notification of their award. The Committee would then meet to void the grant to that agency and determine the reassignment of the grant to another agency who had previously submitted an application. Voice vote was taken. Motion passed unanimously.

2010 Annual Conference Video: Page gave a 7 minute preview of the Conference Video. This will be useful in getting more participants and vendors interested in taking part in the conference in the future. This was the work of a local vendor. The vendor also does graphic design.

Page discussed the possibilities of the video technology for not only ILEAS training and promotion but also to the departments in the State. If this is something that ILEAS will be interested in pursuing, it will be further discussed at the next Board meeting.

Sale of Mobile Homes: During the design phase of the ILEAS Training Center, ILEAS acted on the opportunity to acquire FEMA surplus mobile homes for approximately \$6,000 each. They were acquired on 5/1/08. Staff planned on using them for tactical scenario training. In the last two years, the mobile homes were not used as anticipated. Both mobile homes are fully furnished with appliances and furniture and are in very good shape.

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Recently, ILEAS received permission from the Illinois CMS to sell the mobile homes. The proposal is to sell the mobile homes to the ILEAS Foundation at cost (\$13,218). That way, ILEAS the consortium will not be out any funds as part of the agreement. The Foundation will make very minor repairs and clean them up.

The Foundation will then offer them for sale at the best price thru the quickest method. It is anticipated that the Foundation will be able to sell the mobile homes at a profit – which can then be put back into the Foundation funds.

McCarty motioned and Kuchenbecker seconded to approve the sale of the mobile homes at cost (13,218) to the Foundation. Voice vote was taken. Motion passed unanimously.

Gorham Police Waiver Request: The Village of Gorham is requesting a waiver of their 2010 dues. Evans motioned and Beckwith seconded to waive the dues as requested for 2010.

Executive Director's Report: Page reported on the Training Center Activity for 2009 and 2010. He also reported on the rental space in the building. Contract staff is also beginning to be paid from the Business Account.

Page led a discussion of the Executive Director's report. Page stated that he will be doing a much briefer report with links to the more detailed reports on the website.

Discussion of IML Conference: Page reported that ILEAS will be presenting three sessions at the Illinois Municipal Conference. We will be discussing NIMS, defining what ILEAS is and what it can do for municipalities. This is part of ILEAS' action plan for the Education of Public Officials Grant. ILEAS is managing the \$60,000 grant.

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At 1:30, Beckwith motioned and McCarty seconded to adjourn the meeting.

These minutes are respectfully submitted,

Tiffany McElroy-Smetzer
August 26, 2010