

**ILEAS Board Meeting
August 29, 2013**

Meeting Called to order: Board President Larry Evans called the meeting to order at 11:00 a.m.

Attendance was taken:

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

Out of 21 Board members, 13 Board members were present with one delegate.

Also in attendance: ILEAS Executive Director, James Page, and ILEAS staff, Jim Luecking, Nancy Crossman, Pete Smith, Richard Huston, Jan Plotner and Calvin Stearns.

Introductions: Jim Page introduced Jan Plotner, who will be replacing Dick Huston as Finance Manager at the end of October.

Approval of Minutes of May 23, 2013

Motion made by Miller and seconded by Scott to approve the minutes of May 23, 2013. Voice vote was taken. Motion passed unanimously.

- **Review of closed meeting minutes from April 26, 2012 & August 23, 2012:** ILEAS has had two closed minute meetings that need reviewed by the Board pursuant to the statute. ILEAS maintains digital recordings of the discussion of the Governing Board. Motion made by Neubauer and seconded by Moreno to leave the sessions closed and remain closed. Voice vote taken. Motion passed unanimously.

Financial:

- **Grant and Fiscal Report** – Huston gave a brief overview of our Grant and Fiscal report. Motion made by Hagen and seconded by Snyders to approve the budget. Voice vote taken. Motion passed unanimously
 - **Budget Approval**
 - **Federal FY 2013 budget** – The Governing Board adopted the ILEAS-proposed budget for local law enforcement mutual aid. The funding requests approved by the Governing Board were scaled back during ITTF deliberations. A final determination was made by Director Monken and adopted by the entire ITTF. The effective dates of these grants will be October 1, 2013 through March 31, 2015.
 - Motion made by Moreno and seconded by Miller to re-authorize the remaining funds in the federal fiscal year 2011 grants as presented. Voice vote taken. Motion passed unanimously. .
 - Motion made by Snyders and seconded by Miller to re-authorize staff to adjust line items and priorities within the general guidelines of the grants pursuant to ITTF policies and oversight by the Executive Committee. Voice vote taken. Motion passed unanimously.
1. **Salary increases** – Salary adjustments for specific individuals whose job descriptions have significantly changed or have a new position have been made with Executive committee oversight or discussion at the Board level. However, base salary overall has not changed. Page reviews his report "ILEAS Employee Issues" page 14-16 of the ILEAS Issues Document dated August 29, 2013. Correction to Nancy Crossman's salary on page 15 to \$33,706. Evans clarified that "bonuses" would not be awarded. Salary increases and adjustments were to be discussed as outlined in the same document. Each employee's current duties were reviewed and compared to their original job description. Evans stated that 2% pay increases were included in the FY2012 budget but never implemented. Director Page left the room while discussion began concerning his salary and position. Discussion about dues increase and if the funds are directly paying for salary increases. Page's salary and others are not funded from dues. Hires relates that the Sheriff of Coles County has dropped from ILEAS – probably not related to dues increase. The Governing Board has agreed to a 2% increase for all ILEAS staff including the Executive Director, with exception of those who have received a recent increase.
- a. A 3% salary increase was proposed for all ILEAS staff to be paid out of FY13 funds at the beginning of the ILEAS Fiscal Year in July 2014 to be approved by the Board. It was decided that we should hold off on voting on this but to include it in the budget for planning purposes and see where we stand financially.
 - i. Motion made by Miller and seconded by Brown to Re-authorize the remaining funds in the Federal Fiscal year 2012 grants as presented to include the proposed salary increase and adjustments as described herein and amended to include a 2% increase for Director Page. Discussion by Scott- Why have the responsibilities of the three employees changed significantly? Page stated that it is due to a changing environment with initiatives such as; NIMS, StarCom, the

ISPERN Board, and the State Interoperability Board. Roll call vote taken. Chief Larry Evans –Aye, Sheriff Dave Snyders – Aye, Sheriff Roger Scott –Aye, Chief Tom Roman – Aye, Chief Steve Neubauer – Aye, Robert Markovic, Delegate for Chief Robert Williams – Aye, Sheriff Derek Hagen – Aye, Chief Richard Miller – Aye, Sheriff Andrew Hires – Aye, Chief Victor Moreno – Aye, Chief Jody O’Guinn – Aye, Sheriff Keith Brown – Aye, Chief Wayne Gulliford – Aye. 13 Aye votes and no Nay votes.

ii. Motion made by Moreno and seconded by Brown to include the proposed salary increase as described in the Federal Fiscal Year 2013 grants as adopted by the ITTF on the condition that it be reviewed by the Board prior to July 1, 2014 for implementation. Roll call vote was taken. Discussion by Scott stating that in effect, we are voting for a 3% salary raise next year. Evans states that yes it is, but it is for budget planning purposes and the caveat is added for review next year. Chief Larry Evans –Aye, Sheriff Dave Snyders – Aye, Sheriff Roger Scott – Nay, Chief Tom Roman – Aye, Chief Steve Neubauer – Aye, Robert Markovic, Delegate for Chief Robert Williams – Aye, Sheriff Derek Hagen – Aye, Chief Richard Miller – Aye, Sheriff Andrew Hires – Aye, Chief Victor Moreno – Aye, Chief Jody O’Guinn – Aye, Sheriff Keith Brown – Aye, Chief Wayne Gulliford – Aye. 12 Aye votes and 1 Nay.

- **Credentialing** – Credentialing is now an unfunded program and this position has been eliminated.
- **Vendor Contracts** – As a result of reduced budget, one vendor’s contract, Flushing Pheasant Video, was reduced from a “monthly retainer” basis to an “as needed piece work” basis. There are 3 other professional services vendor contracts: Artificer Software, Inc., Indilus Technology and Audio Visual Technology. The same percentage increase has been built into these contracts as has the employees.
- **Personnel Review Committee** - Markovic asked that the Board leave the discussion of the Personnel Review Committee be left with Page and Evans and have them present a proposal for the committee to the Board.
- **ILEAS Training Center Lease Renewal/Demolition** – The current lease is set to expire in December 2013. There are sufficient funds to extend the grant out to October of 2014 if authorized by ITTF. The lease agreement has changes that include: The new rates total \$420,945 annually. The new lease is for three years – 2014 thru 2016. Champaign County is requesting a 2% increase for each of the subsequent years. There is one wing of the 1940’s portion of the facility that has serious roof issues which have caused water leakage and has resulted in wall and tile damage. This section has not been included in the calculations for the lease extension. Champaign County is currently taking bids for demolition. The square footage will not significantly impact our operation. Motion made by Miller and seconded by Roman to authorize staff to enter into a lease extension with Champaign County for the ILEAS Training Center for the years 2014 through 2016. Voice vote taken. Motion passed unanimously.

- **Budgets from previous fiscal years – 2011 & 2012.**
- **Janet Plotner was introduced.** Larry Evans recognized Dick Huston for his service and professionalism in moving this organization to where it is today.
- **Dues Report** – In the May 2013 meeting, the Governing Board authorized an increase in annual dues. Since then, ILEAS has communicated to the membership the need and reasons supporting the dues increase and sent out dues invoices. If all agencies pay, ILEAS will collect \$106,080. Discussion of Coles County Sheriff. Evans, Page and Hires to meet with the sheriff to answer any questions that he may have concerning ILEAS and the dues increase.
- **Check Signing Resolution** – ILEAS' bank requires a current check signing authorization resolution adopted by the Board. Staff has prepared a resolution adding Janet Plotner and dropping Dick Huston. Motion made by Hagen and seconded by O'Guinn to adopt the check signing resolution. Voice vote taken. Motion passed unanimously.

Current Issues & Updates for Board

- **Board members – Vacancies & New Board Member**
 - Don Volk – new Chief of Washington PD Region 7
 - Robert Williams – Springfield PD issue to be discussed at next Board Meeting
- **New Mutual Aid Agreement** – After receiving advice from the Attorney General, private counsel and the Governor's General Counsel, a complete rewrite of the ILEAS mutual aid agreement has been completed. While ILEAS received a positive decision from the Governor's Office investigation, the need to upgrade some parts of the ILEAS mutual aid agreement became obvious. As a result, ILEAS developed a new mutual aid agreement that has been reviewed by IEMA, Governor's staff and the Attorney General which has been previously distributed to the Board. All organizational details have been settled in the new agreement, however, there are two outstanding issues remaining. The Stafford Act Reimbursements and Private but "Quasi-Governmental" law enforcement agencies – i.e. railroad police/private universities. Once the two issues have been satisfactorily resolved, then the final version of the new mutual aid agreement will be ready for Board consideration.
- **IPWMAN Request** – In the past 4 years, ILEAS has managed IPWMAN's grants, served as their mailing address, hosted their website on ILEAS servers and provided web programming/maintenance on IPWMAN's website. On August 20, 2013, Urbana Public Works employee Barb Stiehl, Secretary/Treasurer of IPWMAN, met with Jim Page and Jim Luecking and requested that ILEAS enter into discussions with IPWMAN to provide administrative support for them. At the IPWMAN Board meeting the IPWMAN Board voted to create a small work group to meet with ILEAS and work out the details for such an arrangement. IPWMAN is willing to pay ILEAS \$10,000 - \$13,000 annually for the service. ILEAS could use the funds to offset web hosting/programming (Artificer) and administrative support (Crossman) costs. Staff feels that we can provide this service without harming the work of ILEAS.
- **Rebanding Report** – The rebanding online self-scheduling process has begun. The dates for the rebanding process run from September 9th through October 25th. Make-up dates are November 12-15th. ILEAS has established a website (www.ileas.org/rebanding) where all the tools, FAQs, scheduling information, etc. can be found.

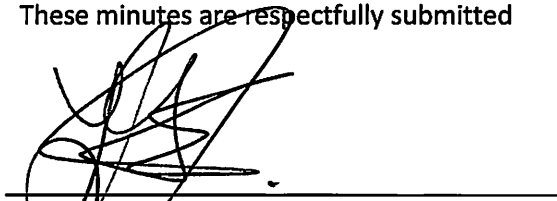
- **LMS Development**
 - School Safety/Radio Interoperability/Personal Radiation Detector – ILEAS has opened up the temporary Adayana LMS system for the radiation detector training, the Radio interoperability training and the school safety video. Every Board member should have gotten instructions on how to access the LMS system to take the courses. During the rebanding process, every agency bringing a StarCom radio in to be rebanded will be handed the LMS instructions.
- **Operational Issues**
 - **New Mobile Field Force Standard Operational Guidelines** – The Mobile Field Force SOG's were drafted by Jim Luecking in 2005 and adopted by the team commanders in 2006. It is unclear whether the ILEAS Board ever adopted them but we have been operating with them for the last 7 years. Jim Luecking with the help of a committee of team commanders recently updated the SOG's. Most of the changes were to language and to address how we actually do things, rather than how we thought we would do things before the teams were even fully formed. NIPAS issues still exist with both ILEAS and the South Suburban Chiefs. Page to inform NIPAS about the new SOPs including governance.
 - **Hells Angels Rally Report** – ILEAS provided assistance to several Northwestern Illinois communities before and during the Hells Angels annual USA Run 2013 in Rockford. The Hells Angels hold an annual national motorcycle run to a specific community. In addition to “partying”, they hold their national annual meeting in conjunction with this event. This event requires mandatory attendance by representatives from all Hells Angels chapters. In the past, some of these events resulted in violence and property damage requiring deployment of law enforcement personnel and other resources. The primary agencies involved in the pre event planning were Rockford PD, Winnebago County Sheriff and Illinois State Police. From a law enforcement perspective, the event did not generate many problems. The primary Rockford agencies developed intelligence from law enforcement at previous national run sites. They learned that agencies who took a hands off approach experienced more violence and damage than those which were highly visible in their efforts to maintain order. During the Rockford Run, Law Enforcement was highly visible and in large numbers where needed, but were not overly confrontational. This resulted in virtually no violence or damage.
- **Conference Update** – The next ILEAS Annual conference will be at the Crowne in Springfield on March 2-4, 2014. Last year's conference left the impression with many staff that we needed to “shake it up” and try something different. It has become formulaic as we have been doing the same protocols for several years.

Old Business

New Business

Adjournment: At 1:31 P.M. Motion was made by Moreno and seconded by Evans to adjourn the meeting.

These minutes are respectfully submitted

A handwritten signature in black ink, appearing to be 'Larry Evans', written over a horizontal line. The signature is somewhat stylized and overlaps the line.

Larry Evans
ILEAS Board President