



ILEAS Board Meeting  
January 26, 2005  
Crowne Plaza, Springfield, Illinois

Meeting attendees: Don Bennett, Jeff Bock, Jon Brodzik, Gib Cady, Mike Chamness, Jerry Cormier, Terry Dove, Kevin Eack, Doug Edmonds, Bill Feithen, Brent Fischer, Carl Hawkinson, John Janssen, Randy Justus, Don Kliment, Tom Larson, Tim Lyerla, Tom Mefferd, Mel, Messer, Susie Nichols, Jody O'Guinn, Dave Owens, Jim Page, Steven Poole, Ron Shipp, Gary Stryker, Matt Tobias, Jim Vazzi, John Walsh, John Zaruba, Ed Espinoza, Christian Jauch, Bob Haley, Tim Swanson, Linda Drager, Lisa Desai, Don Kauerauf, Brad Wolenhaupt, Ron Campo, David Hayes.

Meeting was called to order at 9:15 am by President Stryker.  
Meeting began with a presentation from Tom Mefferd regarding the vhf radio initiative. Tom said it is the intention of the ITTF Communications committee to conduct a survey, and that was confirmed by Mike Chamness. Survey must be done and radios purchased by November 2005 because it is being done with 2003 funds. Discussion initiated by John Zaruba about regional distribution of portable radio caches. There was an extended discussion of putting together groups of portables tied to the mobile command posts. More information was given by Mike Chamness, and after discussion, a volunteer committee was established to determine a vhf purchase policy. Committee members are: Mel Messer and Doug Edmonds.

Gary Stryker called for a reading of the minutes.

**Motion** to accept minutes from the December 15, 2004 meeting by John Zaruba, 2<sup>nd</sup> by Jeff Bock and carried with a voice vote.

Treasurer's report given by Don Bennett. Activity spreadsheet distributed to members present. Don also advised that QuickBooks is now in place to handle the financials.  
**Motion** to approve the Treasurer's report by Terry Dove, 2<sup>nd</sup> by Brent Fischer and carried with a voice vote.

Executive Director's report: Jim Page reports that there are only a few hundred masks left for distribution. New canisters are now being distributed – approximately 11,000 out of 26,000 have been exchanged. Members were asked to get the word out in their regions to

have departments download the recall form from the ILEAS website to facilitate the exchange.

Marketing strategies include shirts, mouse pads, pens, etc. The items are available for purchase from the ILEAS website.

Credentialing: ILEAS is partnering with ISP in developing protocols, etc.

Tax status: attorney is still working on paperwork to present to IRS for approval.

O.T./Backfill policy is being worked on with Mike Chamness and ITTF.

Membership: passwords for every department will be mailed out by RICP. Departments will be able to log on next week after they have received the mailing to access and complete forms online.

Jim will assemble a business plan per Gary Stryker's request.

Part-time help: this person will be employed by Jim Page and not ILEAS.

Copy machine: Jim needs to have a large capacity business copier.

Computer programmer: the person Jim is using now is paid by the project. He should be placed on a Professional Services contract in order to save money. Contract would be for \$50.00 per hour @ 20 hours per week. The contract would be with ILEAS.

Storage is another concern. Jim has entered into an agreement with his current landlord to rent additional space a \$7.00 per square foot.

**Motion** to accept amended contract with Jim Page by adding \$15,000.00 per year and approve an additional \$2,000.00 for computer equipment by John Zaruba, 2<sup>nd</sup> by Dave Owens and carried with a voice vote.

**Motion**, pending approval by attorney for funding contract with computer programmer by Terry Dove, 2<sup>nd</sup> by Mel Messer and carried with a voice vote.

Linda Drager advised the Board of an upcoming pilot project, Intelligence Gathering for Chief Executive Officers that is due to roll out in March 2005 and will occur in Illinois, New Jersey and Florida. Funding covers all but travel expenses. Linda asked the Board if ILEAS could fund this portion of the training. The Board indicated it would like to participate along with ILETSB. Linda to get more information to Gary Stryker

Board membership and officer positions: some of the current members will be looking at retirement soon. How the board will address this problem needs to be discussed. John Janssen suggested using breakout sessions at the Annual Conference. Don Kliment suggested inviting chiefs and sheriffs to the monthly meetings once or twice a year. Conference date and September meeting appeared to be the dates of choice.

Finance Committee: Don Bennett discussed dues. The proposal is based on the number of full time officers"

1 – 10	\$25
11 – 40	\$50
41 – 80	\$100
81 – 119	\$150
≥ 120	@200

Gary Stryker requested the board discuss and approve that the issue of dues be proposed to the membership at the Annual Conference. John Zaruba inquired what ILEAS is going

to do if a department does not pay. Carl Hawkinson suggested they should still be included in the alarm cards even if they do not pay. A suggestion was made for hardship waivers.

**Motion made** by Jim Vazzi, 2<sup>nd</sup> by Dave Owens to adopt the schedule of dues was carried with voice vote.

WMD committee:

Last meeting a motion passed to call the WMD team the Regional Response Team. The teams have asked to change the name to Special Response Team (WMD-SRT)

**Motion** by John Zaruba to change team name to WMD-SRT; Weapons of Mass Destruction-Special Response Team, 2<sup>nd</sup> by Mel Messer and carried with a voice vote.

Special Response Team status report – Jim Page Equipment assessment allowed for elimination of some items and addition of other needed items at a savings. Old cost: \$671,000 (est), new cost: \$596,846.60.

Matt Tobias explained how the Patriot breathing apparatus worked alone and in conjunction with other systems. Transitioning from one breathing source to another as the environment dictates is a very important feature.

Marion County Sheriff, Brad Wolenhaupt and Salem Chief, Ron Campo indicated to the Board they are interested in developing a WMD team in Region 9.

**Motion** by Don Bennett, 2<sup>nd</sup> by Dave Owens to accept offer from Sheriff Wolenhaupt and Chief Campo to develop a WMD-SRT in Region 9.

Tim Lyerla advised there are 31 people on the Region 8 roster and that training will be in March 2005 at a retired military base in Granite City.

Jim Page stated Peoria city would be taking over the Region 6 team due to Peoria County pulling out. Pontiac PD has indicated they will have a couple men for the team.

Training Committee: Susie Nichols stated ILETSB is trying to develop a training course that would follow the IFSI notional curriculum model. This curriculum follows federal guidelines. She also advised that there are quarterly meetings held on Wednesdays at 10:00am in Springfield. Tim Lyerla and John Zaruba (Sgt Jim Crews, designee) volunteered to sit on the training development committee.

Jim Page stated all training that SRT's are undergoing is DHS approved, except for basic SWAT training through NIPAS. Susie Nichols to put that course on list for certification. Criminal profiling is one of the areas ILETSB is addressing to come up with certified training. Incident Command and Unified Command are areas that need more attention. IFSI is in the process of doing I.C. trainings now.

Matt Tobias – Chicago is getting closer to signing an ILEAS agreement. All exempt and command personnel from CPD, CFD, and CTA have been trained by IFSI in I.C. CPD has a 70-man SWAT team that will be WMD trained the same as ILEAS WMD-SRT's.

Break for lunch at Noon.

Meeting resumed at 1:10pm

Mike Chamness stated that 2005 funding would be available after February 15. ITTF will have 60 days to obligate the funding, including the \$2M in ILEAS Grants (April 15). Mike was advised that the ILEAS grants were not going to be opened up until March 8 at the Conference. Mike stated he needs a letter from ILEAS stating the grant process would not be opening until March 8 and that the money will be awarded on June 1, 2005. Mike will present the letter to ODP to ask for an extension on the April 15 deadline.

Grants: Dave Owens advised that communications interoperability and target hardening are the two areas open for the 2005 round of grants. Lists of items eligible in each area are listed on the ILEAS website.

Grants will only be awarded to ILEAS members in good standing: membership application approved, NIMS compliant, completed alarm card. Departments that meet the criteria and did not receive grants in 2004 will be looked at first. The amount of grant award will be based partly on what the grant application is written for. Grant applications will be required to be specific in language justifying the request.

Car Plan: Doug Edmonds indicated there have been five ILEAS callouts since the April 15, 2004 implementation. When the ILEAS website supports the interactive alarm card software, NIPAS will discontinue activating their cards. All NIPAS members are ILEAS members and will be reviewed to ensure they have completed an ILEAS alarm card. Hard copies of all data will be kept just in case there is an electronic failure.

Legislation committee: No report.

Annual Conference: Jeff Bock reports Conference information is in the Newsletter going out within the week. Departments can register on line now. Participants and vendors have already been signing up.

MABAS: Randy Justus advised that MABAS is in the process of restructuring. More information will be available as developments occur.

Public Transportation: Jon Brodzik recently met with AMTRAK, PACE and CTA to discuss evacuation protocols. More discussions are needed to sort out various issues.

SRT-UC command structure – Jim Page stated team commanders need to get together to discuss this important issue. Team Commanders are proposing that they act as liaison to each other in trainings or actual events. Regarding OT/Backfill reimbursement issues, Jim presented the board with a draft policy for consideration.

**Motion** to adopt Overtime/Backfill Reimbursement Policy, as prepared by Jim Page, by Dave Owens, 2<sup>nd</sup> by Don Bennett and carried with a voice vote.

**Motion** by Dave Owens to pursue intergovernmental coalition status, 2<sup>nd</sup> by Don Bennett, carried with a voice vote. I'm not sure I got this one right. Please let me know if the wording should be something else.

Gary Stryker advised that Ed Mohn and Jim Hartman are now vice Chairs on the WMD committee.

Regional Distribution Teams (Field Force Teams) – concept was to have 20 teams throughout the state to secure perimeter of medical distribution sites during an event. Recommendation is to identify existing Mobile Field Force teams and generate more interest to get involved and identify sites to establish teams. These teams have multiple-incident uses from crowd control to riots.

Regional Distribution Team Committee will be chaired by Chief Swanson with vice chairs Kevin Eack and Bill Feithen.

New Business

Kevin Eack stated that law enforcement needs to be alert for the upcoming elections for Iraqis both in Skokie and in Rosemont.

**Motion** to adjourn at 3:30pm by Don Kliment, 2<sup>nd</sup> by Bill Feithen and carried with a voice vote.