



**ILEAS Consortium Board Meeting
June 2014, @ 1100
ILEAS Training Center – 1701 E. Main St. Urbana, Illinois 61802**

➤ **Meeting called to order:** Board President Dave Snyders called the meeting to order at 11:00am.

➤ **Attendance was taken:**

Sheriff Dave Snyders	Present	
Chief Victor Moreno	Present	
Chief Bill Ackman	Present	
Sheriff Roger Scott	Absent	
Chief Patrick Finlon	Present	
Sheriff John Zaruba	Absent	
Chief Steve Neubauer	Present	
Sheriff Mike McCoy**	Absent	Permanent Delegate Doug Gaa
Chief Brian Fengel	Absent	
Sheriff Derek Hagen	Present	
Chief Don Volk	Present	
Sheriff Jim Vazzi	Absent	
Chief Steve Evans	Present	
Sheriff Andrew Hires	Present	
Chief Jody O'Guinn	Absent	
Sheriff Tom Schneider	Present	
Chief Wayne Gulliford	Present	
Lieutenant Colonel Tad Williams	Present	
Deputy Chief Steve Georgas	Absent	
Chief Eric Smith	Absent	
Sheriff Keith Brown	Present	

Out of 21 Board members 13 Board members were present with 0 delegates.

Also in attendance: ILEAS Chief of Staff, Jim Leucking, ILEAS staff, Danielle Moore, Pete Smith, Calvin Stearns, Lori Bell, Russ Gentry, Tiffany McElroy-Smetzer, Mick McAvoy, MABAS, Mike Dilly

- **Jim Page** – FEMA National Mutual Aid Meeting Arlington, VA

➤ **Introductions**

- **Guests** – Kenny Gard, Illinois State Police and Brad Cardiff, Illinois State Police

➤ **Approval of Minutes of April 24, 2014**

Motion made by Schneider and seconded by Gulliford to approve the minutes of April 24, 2014. Voice vote taken. Motion passed unanimously.

- **Closed Minutes Review**
Motion made by Hagan and seconded by Brown to accept the minutes from the April 23, 2012 and April 26, 2012 closed session and that the recordings could be destroyed. Voice vote taken. Motion passes unanimously. Motion made by Hagan and seconded by Schneider to make the minutes from the April 23, 2012 and April 26, 2012 no longer confidential and that they can be released publicly.

➤ **Financial**

- **Grant & Fiscal Report**
Tiffany McElroy-Smetzer gave a brief overview of ILEAS' financial status. Motion made by Moreno and seconded by Finlon to approve the grant and fiscal report. Voice vote taken. Motion passed unanimously.
- **Capital Replacement Awards**
In the March 2014 Board Meeting the Governing Board adopted a budget for capital replacement items to be submitted to ITTF for approval. The Board normally approves purchases over \$100,000, but in this case the Board pre-approved the proposal and the timeline would not allow for formal Board approval prior to the issuance of a purchase order. Therefore, on June 3rd Executive Director Page sent the Board a notice that the purchases were going to be made with an explanation of the situation. The Executive Committee was also informed and President Snyders approved the purchases. The issues document has a list of what was approved by the Board. ITTF provided ILEAS with \$614,500 to purchase those capital replacement equipment items. Motion made by Naubauer and seconded by Moreno to endorse the purchase of the capital replacement equipment. Voice vote taken. Motion passed unanimously.

➤ **Current Issues & Updates for Board**

- **LEMAA Progress Report**
 - **Board Member LEMAA Status**
A total of 339 LEMAA's have been received to date. Overall the adoption rate and process has gone very well.
- **Approval of Indilus Contract**
At the April 2014 Board meeting, the ILEAS database contractor, Indilus LLC, was designated as a sole source contractor by the Board. The Board directed staff to negotiate a new contract. At the time, the Board limited the cost of the contract to be \$25,500 per month (\$73.55/hour). That process has been completed and the rate for the next year was established at the rate set by the Board. Given the significance of this contract and its implications for ILEAS, staff negotiated a contract out through 2018 with rounded increases of 2.5% in 2016, 2.4% in 2017 and 2.6% in 2018. The contract specifically notes that if funds are not available in following years, then ILEAS can either cancel the contract or renegotiate terms of the contract. Motion made by Schneider and seconded by Volk to approve the proposed extension of the Indilus contract as proposed. Voice vote taken. Motion passed unanimously.
- **General Counsel Proposal**
Executive Director Page and Chief of Staff Luecking are requesting that the Board officially recognize Mick McAvoy as ILEAS' general counsel. The Special Projects Manager position will be vacated. This is an allowable cost for the grant. It is anticipated that by making this change, ILEAS can overall reduce outside counsel costs in half by keeping the routine issues in-house and reducing outside counsel's billable time by preparing documents ahead of time. This will transfer some costs from the dues account to the grant account. With regard to the Salary Schedule, this proposal will move Mick McAvoy from Manager Technical to the Administrative Manager category with a salary of \$85,280. This change in job description is allowed pursuant to the grant for which he is currently paid. Tad Williams asked if the Malpractice Insurance would be covered by ILEAS. Derek Hagen inquired if we have received an estimated cost of the additional insurance. It was stated that Angela Page was currently in discussions with Diamond Brothers about the additional coverage and that it would be paid for by ILEAS. Motion made by Hagen and seconded by Schneider to approve the amendment of the Special Projects Manager

position and create the position of General Counsel that will be filled by Mick McAvoy. Voice vote taken. Motion passed unanimously.

- **Review of Budgeted Salary Schedule Increase**

Included in that budget was the establishment of the salary schedule with a built in 3% increase for staff who have been with ILEAS longer than one year. That increase would take place on July 1, 2014 at the beginning of the ILEAS fiscal year where the FFY2013 federal funds would be utilized. However, the Board voted at the time not to automatically implement the increase in case the fiscal situation worsened. The amount has already been reviewed and approved by the Board and is in the budget. The Board wanted to take a second look prior to implementation in case there were not sufficient funds allocated in FFY2013. The Board put off the decision to implement the 3% increase in order to see if the fiscal situation deteriorated. Given that the 2014 budget increased for ILEAS that is clearly not the case. The fiscal impact was figured into the approved FFY2013 budget at \$42,715 – which has already been figured into the approved 2013 budget approved in August of 2013. James Luecking stated that James Wolf, Edie Casella and Maria Langheim would be transferred to the Illinois Terrorism Task Force. Tiffany McElroy-Smetzer stated it would be September 1, 2014. Motion made by Finlon and seconded by Moreno to allow the implementation of the salary schedule increase. Voice vote taken. Motion passed unanimously.

Motion made by Neubauer and seconded by Hagen to allow the implementation of the 3% salary schedule increase to include James Page. Voice vote taken. Motion passed unanimously

- **IPWMAN Contract Extension**

At the November 07, 2013 Governing Board meeting, the Board authorized staff to enter into an agreement with the Illinois Public Works Mutual Aid Network to provide administrative support to IPWMAN in exchange for non-federal funding for a period of six months. We have since reviewed the agreement with IPWMAN and both parties would like to extend it for an additional 6 months. This agreement has been implemented without being detrimental to ILEAS. It has *not* been necessary for anyone on staff to work additional hours over and above the normal work week. IPWMAN and ILEAS have conferred and made no changes to the substance of the current agreement and IPWMAN has already agreed and signed the agreement. Motion made by Finlon and seconded by Volk to authorize staff to enter into the IPWMAN agreement for an additional six months. Voice vote taken. Motion passed unanimously.

- **Legislative Update**

No update

- **Foundation Lease and Administrative Agreements**

The ILEAS Foundation and ILEAS have had discussions about the relationship between the two. When the Foundation was first formed, Executive Director Page was its registered agent. Angela Page is the day-to-day Foundation representative that gets the work done – ie, gift shop, conference, etc. In order to ensure that there is a complete separation between ILEAS and the Foundation AND that no federal funds go towards supporting the Foundation, two separate agreements between the Foundation and ILEAS are in development. Motion made by Gulliford and seconded by Evans to authorize staff to complete negotiations with the Foundation on the implementation of a sub-lease for the gift shop and an administrative services agreement for support activities. Voice vote taken. Motion passed unanimously. Motion made by Volk and seconded by Hagen to complete the trademark process for the ILEAS logo and enter into an exclusive license agreement with the Foundation for use of the logo in marketing, fundraising and promotional activities. Voice vote taken. Motion passed unanimously.

- **FirstNet Presentation**

The FirstNet team has been selected and is as follows: Joe Galvin – Statewide Interoperability Coordinator and FirstNet Manager, Bill Springer – FirstNet System Architect, Phil Arnold – FirstNet Outreach Coordinator and State Liaison and Lori Bell – Grant and Travel Coordinator.

Joe Galvin discussed the mission of Firstnet and what their immediate and long-term goals were to get education out to the stakeholder's of Illinois. There will be three conferences in January 2015 that will be held in Mt. Vernon, Oak Brook and Springfield.

- **Review of Regional Meetings**

On June 12, 2014, ILEAS conducted a Region 4 meeting at the MABAS Readiness Center in Wheeling. There were 153 people from 91 agencies in attendance. Both co-chairs and several of the Regional Board members were also present. The meeting was from 1030-1330 and lunch was served. The feedback has been positive and it has been recommended to conduct these meetings in all the Regions. It was suggested because of budget constraints that some of these regional meetings be web based.

- **Old Business**

Jim Luecking gave an update on the SRT Trucks and shared a photo of the almost completed trucks. The first two MFF Chassis Retrofit trucks have been delivered.

- **New Business**

Discussion if the next meeting will be in August 2014 or September 2014. It was decided that an email confirmation on when the meeting would be is going to be sent by email. Discussion with James Page is needed to confirm what business needs to be addressed.

- **Adjournment**

At 12:22 p.m. motion was made by Volk and seconded by Finlon to adjourn the meeting.

These minutes are respectfully submitted



Dave Snyder
ILEAS President