



**Governing Board Meeting  
May 27, 2021 @ 1100  
1701 E. Main St, Urbana, Illinois 61802**

**Governing Board Meeting**

➤ **Meeting called to order**

Board President Dave Summer called the meeting to order at 10:59

➤ **Attendance**

Chief Todd Murray	Present
Sheriff Dave Snyders	Present
Sheriff Ken Briley	Absent
Chief David Summer	Present
Chief Daniel Vittorio	Present
Sheriff James Mendrick**	Present**Bilodeau/Delegate
Sheriff Jack Campbell**	Absent**Williams/Delegate
Chief Ken Winslow	Absent
Sheriff Dustin Heuerman**	Present**Barrett/Delegate
Chief Mike Metzler	Present
Sheriff Rick Robbins	Present
Chief Marcos Pulido	Present
Sheriff Jeff Bullard	Absent
Chief Jason McFarland	Present
Chief Harry Masse	Present
Sheriff Robert Burns	Absent
Chief Bradley Potts	Absent
Sheriff Brian VanVickle	Present
Colonel Mark Peyton	Present
1 <sup>st</sup> Deputy Supt. Eric Carter	Absent
Chief Jose Tirado	Present

Out of 21 Board members, 14 members were present with 3 delegates.

**Also in attendance:** Jim Page, Executive Director, Larry Evans, Chief of Staff, Nancy Crossman, Jan Plotner, Skip Frost, Mick McAvoy, Pete Smith, Calvin Stearns, Russ Gentry, Bill Springer and Mark Griffith.

○ **Introductions & Guests**

Eric Swanson – DuPage County

➤ **Public Comments**

None

➤ **Approval of Minutes of March 25, 2021 Meeting**

Motion made by **Robbins** and seconded by **Bilodeau** to approve the minutes of the March 25, 2021 meeting. **Voice vote taken. Motion passed unanimously.**

➤ **Financial**

Jan Plotner gave a brief overview of ILEAS' financial reports, including Balance Sheet summary, Business Account summary, Grant reports and Grant Adjustment report. Motion made by *Masse* and seconded by *Peyton* to accept and adopt the ILEAS' financial reports including Balance Sheets\ summary, Business Account summary, Grant reports and Grant Adjustment report. **Voice vote taken. Motion passed unanimously.**

○ **Fiscal Report**

▪ **Staff Raises**

The Board approved the FFY20 budget last spring. It is standard practice that when a budget is presented the Board is advised of any staff raises. Since the Board is new this year, Page reminded them that on July 1, 2021 a 2% staff raise is included in the budget.

○ **Purchasing and Signatory Financial Policy**

This policy is the "Purchasing and Signatory Authority Policy" referred to in the Bylaws of ILEAS. It also serves as the "ILEAS Purchasing Policy" referred to in the same Bylaws.

The ILEAS Governing Board has the authority, right and power to enter into contracts, agreements, purchase agreements and leases necessary to the functions and operations of ILEAS. The Board executes that power through its staff according to this policy. For purposes of this policy, any action that expends funds or commits ILEAS to the expenditure of funds is considered a "purchase." Any source over \$100,000 does not need permission from the Board.

Motion made by *Metzler* and seconded by *Vittorio* to adopt the proposed purchasing policy. **Voice vote taken. Motion passed unanimously.**

➤ **Current Issues & Updates for Board**

○ **Contract Renewals**

▪ **Government**

• **Northwest Central Dispatch/Peoria Dispatch**

Each year ILEAS contracts for services with Northwest Central Dispatch (NWCDS) in Arlington Heights and Peoria dispatch in Peoria as the ILEAS mutual aid contact and dispatch centers. The contract for NWCDS is for one year at \$24,000. The contract for Peoria is \$6,000 a year. The both renew on July 1<sup>st</sup>. Motion made by *Pulido* and seconded by *Snyders* to approve entering into contracts with Northwest Central Dispatch and Peoria Dispatch for mutual aid dispatch services as described above. **Voice vote taken. Motion passed unanimously.**

• **ILEAS Foundation**

Each year, the foundation pays for ILEAS for sub-lease for the gift shop space (\$2,400) and agreement for Administrative and website services (\$17,540). The lack of a conference in the last two years has had a significant financial impact on the ILEAS Foundation. It is requested that the Administrative Services Agreement between the ILEAS Foundation and ILEAS be reduced to \$5,000 in Fiscal Year 2022 to more closely reflect that which should have been charged in Fiscal Year 2020. In Fiscal Year 2023 is assumed that the Administrative Services Agreement will return to the \$17,540 amount. Motion made by *Bilodeau* and seconded by

- **John Millner and Associates**

John Millner is the ILEAS legislative liaison. This contract is paid from NON-Federal and NON-State grant funds. Millner keeps ILEAS informed of legislation that may affect ILEAS' activities and keeps an open line to other LE lobbying interest. Millner's contract cost has not increased since 2014. Motion made by **Massie** and seconded by **Williams** to authorize staff to extend the Millner and Associates contract for another year. **Voice vote taken. Motion passed unanimously.**

- **II. Coroners Association/Indilus LMS Contract**

ICTB has a contract with ILEAS since 2018 where we provide web page, LMS and other database support services. This contract is currently for \$48,900, which will expire June 30<sup>th</sup>. ILEAS has a separate contract with Indilus, our contracted software development company, to provide web and online database (training documentation) support for the ICTB. The current cost of that contract is \$23,760. Staff is discussing with the ICTB as to what the new terms and contract provision may be. Staff will report back at the July meeting on what the ICTB chooses to do. In the meantime, if the ICTB/Indilus agrees, the current contracts will be extended.

- **IL. Department of Transportation LMS Contract**

ILEAS provides access of the LMS system to IDOT for their use. IDOT pays ILEAS \$17,508 annually for this access. ILEAS is talking to IDOT officials about the future of this LMS service. Staff will report back to the Board in the July meeting as to the progress of those talks.

- **ITECS 2.0**

In 2019, ILEAS received a Preparedness and Response Grant to build a pilot version of the ITECS vehicles, which we are calling ITECS 2.0. After a discussion at ITTF, in 2019 the ITECS 2.0 pilot was approved at a cost of \$225,000. This project was delayed for months in 2020 due to COVID-19. The vehicle has finally come in and all the equipment needs to be installed. The communications staff created an online application process to decide where the vehicle will be located and what agency will operate and maintain it. Only 3 agencies have applied. The committee reviewed the applications individually and then met to make a decision on May 13<sup>th</sup>. The committee's recommendation was the new ITECS 2.0 be awarded to DuPage Co. Motion made by **Snyders** and seconded by **Vittorio** to authorize staff to execute the appropriate paperwork to assign ITECS 2.0 to DuPage County. **Voice vote taken. Motion passed unanimously with one abstention.**

- **NARCAN Funding**

The Illinois Department of Public Health has indicated that it will be giving ILEAS another State grant for \$150,000 in NARCAN. IDPH wants to provide sheriffs a supply of NARCAN to be given to at-risk prisoners upon release. The grant application process opened up on May 20<sup>th</sup>. IDPH wants this money spent no later than June 30<sup>th</sup>. Staff is requesting authority to accept the grant, complete the paperwork and purchase the NARCAN. In late 2020 staff got three quotes for NARCAN. The lowest quote was from ADAPT Pharma, the vendor ILEAS has purchased NARAN from since the program's inception in early 2018. Motion made by **Snyders** and seconded by **Vittorio** to accept this IDPH NARCAN grant (if approved) and to authorize staff to purchase no more than \$150,000 of NARCAN prior to June 30, 2021 and to approve the vendor, ADAPT Pharma to be approved as the provider of the NARCAN. **Voice vote taken. Motion passed unanimously.**

- **2022 & 2023 thru 2025 Conferences**

ILEAS has gone two years without a conference because of COVID19. The Crown Plaza has held our \$12,500 non-refundable deposit to apply to the 2022 Conference. Director Page made the decision to **NOT** lose that money and to hold the next Conference at the Crown Plaza on March 27-29, 2022. Director page has directed staff to come up with alternate options for holding the conference in a different location. After reviewing potential sites, staff ended up recommending the I Hotel in Champaign. We have worked with the conference staff at the I Hotel and selected the dates of March 28-30, 2023 as our first conference there. Motion made by **McFarland** and seconded by **Peyton** to approve the move to the I Hotel in Champaign for the 2023 conference and up to and including 2025. **Voice vote taken. Motion passed unanimously.**

- **Region 6 WMD Special Response Team Status**

Discussions between Director Page and the Executive Officers are taking a serious look at the WMD Special Response Teams with regard to money and trends. In order to save future maintenance equipment, overtime/backfill and capital replacement costs, we recommend that the Region 6 WMD Special Response Team be relieved of the WMD/Science responsibilities as described in the issues document. Motion made by **VanVickle** and seconded by **Metzler** to approve the plan as described in the issues document under Proposal numbers 1 through 6. **Voice vote taken. Motion passed unanimously.**

- **Old Business**

Executive Director Page gave a brief overview of the ILEAS Foundation to the new Board members. The Foundation was formed 10 -12 years ago. The Foundation was created to bring in private funds to assist with training that grants can't buy. The Foundation has been able to purchase a lot of equipment and it also runs the vendor room at the conferences.

President David Summer reminded the Board members to send delegates to meetings if they are unable to attend. Please send Jim Page an email with the name and title of the delegate.

- **New Business**

- **2021 Meetings**

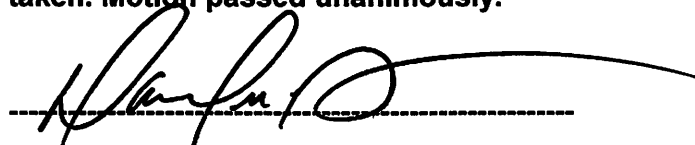
- **July 29**

**September 23**

**December 9**

- **Adjournment**

Motion made by **Snyders** and seconded by **Bilodeau** to adjourn the meeting at 12:30 p.m. **Voice vote taken. Motion passed unanimously.**



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David Summer