

**Minutes of the
MABAS-IL EXECUTIVE BOARD MEETING
Wednesday, February 19, 2014
1300-1420 Hrs.
Hilton Downtown Hotel • Springfield, Illinois**

- 1) Call to Order – Sign In – Roll Call – Pledge
President Macko called the February 19, 2014 meeting to order at 1300 hours. Roll call was followed by the Pledge of Allegiance.

Divisions Present: Division 2, Division 3, Division 4, Division 5, Division 6, Division 8, Division 9, Division 10, Division 12, Division 13, Division 15, Division 16, Division 17, Division 18, Division 20, Division 21, Division 22, Division 23, Division 24, Division 25, Division 26, Division 27, Division 28, Division 29, Division 30, Division 31, Division 32, Division 35, Division 37, Division 38, Division 39, Division 40, Division 41, Division 42, Division 43, Division 44, Division 45, Division 47, Division 49, Division 50, Division 51, Division 54, Division 55, Division 56, Division 57, Division 58, Division 61, Division 62, Division 64, Division 65, Division 66, Division 68

Divisions Absent: Division 1, Division 7, Division 11, Division 14, Division 19, Division 33, Division 34, Division 36, Division 46, Division 48, Division 52, Division 53, Division 59, Division 60, Division 63, Division 67

Quorum: With 52 of 68 Divisions represented, a quorum was present.

MABAS Staff: President Jeff Macko; 1st Vice President Terry Lipinski; 2nd Vice President Randy Justus; Comptroller Paul Maplethorpe; CEO Jay Reardon; Logistics Branch Chief Nick Wilkins; Operations Branch Chiefs Darin Beckman, Dave Fleege, Jim Klinefelter, John Stanko, Al Vrshek, Larry Jamrozek; NIMS and Training & Exercise Branch Director Michael Graves; Credentialing Coordinator Ed Murphy; Operations Section Chief Joe Cluchey; US&R Branch Deputy Director Jim DuPont; and US&R Branch Director Scott Small.

Guests: None.

- 2) Agenda – Additions, Deletions, Amendments, Approval
No amendments
- 3) Minutes – Motion to Amend/Approve – October 16, 2013
Motion: (Division 5, Division 4) to approve the minutes of the minutes of the MABAS-IL Executive Board Meeting of October 16, 2013 as presented in the meeting packet.
Discussion: None
Motion Vote: Approved unanimously by voice vote.
- 4) Guests – Introductions – Welcome
Kevin Shott, Office of the Illinois State Fire Marshal
Pete Smith, ILEAS
- 5) Public Comment Period – Non-Agenda Items
Al Yancey announced the Illinois Fire Chiefs Volunteer and Combination Officers Committee will be hosting its second conference October 25 – 26 at the Holiday Inn Convention Center in Effingham.
- 6) Agency Representatives - Remarks
 - a) ILEAS: Pete Smith reported the ILEAS Conference is March 2-4 in Springfield with registration through the ILEAS web site. One subject at the conference will be an updated mutual aid agreement for members. Another will be a new and improved resource database of ILEAS assets, many of which would be available to a MABAS member with a specific need upon request through the ranking officer on scene.
 - b) OSFM: Filling in for Fire Marshal Matkaitis, Kevin Schott reported the bill to extend the sunset on serious traffic fines sailed through the House Committee without opposition with \$30 of the \$35 fee going to help fund the Fire Marshal's Revolving Fire Truck Loan Program and the Small Equipment Grant Program. The OSFM will be able to fund 193 of the 400 applications to the Small Equipment

Grant Program with the \$4M available this year. A second bill still in committee is to increase a single loan limit from the Revolving Fire Truck Loan Program to \$350K from \$250K.

c) IEMA: No report.

7) Finance – Budget – Comptroller’s Report

a) Funds Status:

(Included in MABAS Operational Budget notes below.)

b) Dues Report 2013

All divisions but two have paid. There will be no changes in the dues amounts or the process for 2014. 2014 dues notices went out in early January and reminders will go out in June.

c) Grant Matrix 2010-2011-2012-2013

The meeting packet includes pages showing the current status of all Cook County and State DHS FEMA grants.

d) SHGP & UASI Status (2014 Congress Omnibus Bill)

2014 year money to the state of Illinois and to Cook County UASI (includes Chicago) is currently unknown but we expect to know within the next two weeks.

e) MABAS Operational Budget: FY2014

Comptroller Maplethorpe presented the proposed budget (included in the meeting packet) for the Operations and the Grant-funded staff portion of MABAS-IL annual expenses. He explained: 1) all staff funding comes from State Homeland Security or Cook County UASI grants; 2) nearly all of the \$125K from the State subsidy through the OSFM office is used to offset insurance costs for MABAS-IL and division vehicles; 3) \$200K was spent from the Dues Fund to make a down payment on the purchase of the MABAS Readiness Center from the Village of Wheeling, plus another \$100K toward 1/3 the cost of rebuilding the parking lot including relocation of a fire hydrant, with Wheeling paying for the other 2/3’s cost of the project; 4) no expenses are expected to come from the Dues Fund this coming year; 5) the Enterprise Fund will be utilized to fund the support of our lobbyist John Milner; and 6) we anticipate ending the calendar year stronger than we started by about \$109,220. He further reported he didn’t have a year-end Treasurer’s Report to present today at least in part due to hiring the public accounting firm of Lauterbach and Amen to handle the every-other-week functions of payroll, accounts payable, tracking the revenues from the State, and we’re switching accounting software programs from QuickBooks™ to a more robust accounting program in order to get more accurate reporting on the various funds in the future. The Operations Fund is sitting at a balance of \$312, 783, the Dues Fund is sitting at \$265,353, and the Enterprise Fund is sitting at \$19,095, all as of 12/31/13.

Motion: (Division 25 and Division 50) to accept the FY2014 MABAS Operational Budget.

Discussion: None

Motion Vote: Approved unanimously by voice vote.

8) Attorney and Legislative

a) Attorney’s Report

(No report.)

b) Legislation 2013/2014

i. Proposed Annual Revenues – Legislative Initiative - 2014 Session

President Macko discussed the current legislative initiative to provide annual sustainable funding for MABAS-IL. HB 5441 is going to the Revenue Committee the last half of March. The legislation provides for an additional license plate purchase and renewal fee of \$3.00, with \$1.00 to MABAS, \$1.00 to ILEAS, and \$1.00 to the Illinois Terrorism Task Force. If passed, the result would provide approximately \$9M annual income to MABAS, thereby reducing our dependence of federal grant money.

- 9) Policy Consideration
None

10) Committee Reports

a) Elections and Bylaws

i. 2nd Vice President Position (February 19, 2014) Election

Nick Wilkins reported for the Elections and Bylaws Committee, saying a notice of the election today was sent out to all divisions in November 2013. One nomination packet was received for retired Chief Harry Tallacksen of the Blackhawk Fire Protection District. Chief Wilkins stated nominations would be accepted from the floor today pending submission of all required documentation. Chief Wilkins three times called for nominations from the floor with no response from attendees.

Motion: (Division 4 and Division 32) to close nominations.

Discussion: None.

Motion Vote: Approved unanimously by voice vote.

Motion: (Division 4 and Division 17) to accept the nomination of Harry Tallacksen.

Discussion: None.

Motion Vote: Approved unanimously by voice vote.

Chief Macko thanked outgoing 2nd Vice President Randy Justus for his many years of outstanding service to the organization and a round of applause ensued.

b) Committee Reports

MIST (MABAS Incident Support Team) Committee: Goal is to have fast response Type 4 and Type 5 teams established within each division. These teams would assist in events below the level of a state declared emergency when the IL State IMT would be available. The goal is to have the teams readily available locally and sharable with other divisions through a MABAS request. Divisions that currently have a MIST team in place should let their MABAS Operations Branch Chief know. Five divisional IMTs are pretty much ready to go now. The committee would like to get established IMTs involved in triple-R exercises.

11) CEO Report

a) Conference 2014 Staff Report – Springfield February 17 - 21, 2014

A preliminary attendance report on the 2014 conference is included in the packet. A total of 240 attendees checked in for the Command portion and 177 are registered for the Dispatcher portion. The total of 417 is believed to be a little lower than last year.

b) Special Teams on Probation

We're beginning the 4th quarter of the probation period for the approximately 21 teams that were put on probation. A number of the teams have made solid progress toward becoming statewide response capable with some even being notified they're off probation. On June 31 the probation period will end at which time we expect we'll be losing a few teams.

c) 2013 MABAS Annual Report to ITTF

A Governor's Executive Order requires MABAS-IL to submit an annual report packaged with the ITTF report, and a copy is included in the meeting packet. The report tried to not only capture the things achieved in the past year but also to identify the things we'll be working on in the year to come.

d) 2014 Staff Annual Planning Session – Work Plan

Summary notes of the meeting are in the meeting packet. A number of fire chiefs have retired in recent years removing many years of corporate knowledge and experience from our organization. The Branch Chiefs will be making an earnest effort to get to division meetings to renew and develop relationships, to teach, to encourage and to assist where we can. We will be working harder to

rebuild trust in the MABAS system where trust in our one team, one mission, one life organization has deteriorated.

- e) November 17 Tornado Outbreak Discussion – Staff Procedure
CEO Reardon reported he, as well as the Board, met with several agencies and participants to review events of the November 17 tornado outbreak. The result is new and improved protocols to get ahead of the curve and do a better job in the future. A copy of the Standing Conference Call Agenda for Evolving MABAS Situations and of the draft Escalating Events protocols is in the meeting packet. Protocols to improve our response have been refined. These protocols will enable us to respond more efficiently and effectively to future events.

12) Capital Project Reports

- a) STARCOM – Rebanding Project – Update
Chief Dato reported rebanding of the STARCOM radios should be completed. Departments that haven't yet had their radio rebanded should contact Ross Gentry through the ILEAS website to complete the project. Just shy of 3,000 radios were rebanded. Around 140 radios were surrendered and will be redistributed, with sheriff departments hosting MABAS dispatch centers being the highest priority, followed by individual sheriff dispatch, MABAS dispatch centers, backup dispatch centers, ILEAS, MABAS and IESMA. Unwanted STARCOM and VHF radios can be turned in to Paul Maplethorpe or Dave Dato. Unused radios will be turned off and rendered useless by the network. A list of radios not rebanded will eventually be given to the MABAS-IL board. On January 16th the current funding for using the STARCOM radios will run out. If we want to keep the program in place, the radios need to be used and thereby provide justification for asking for renewal of the funding. Participating in the monthly radio net will demonstrate the radios are important to the fire service.

13) New Business

- a) New MABAS Division – Div. 47 Split – Establish Div. 69
Larry Jamrozek explained that due to its huge size Division 47 in Clinton and Washington counties would like to split their division and create new Division 69. Fourteen departments would remain in Division 47 and 20 would comprise new Division 69. Letters of approval have been received as well as approval from the Division 47 board.
Motion: (Division 4 and Division 20) to accept and create Division 69.
Discussion: None.
Motion Vote: Approved unanimously by voice vote.

14) Old Business

- a) Attorney's Report
 - i. Public/Private Sector Mutual Aid Agreements Draft
Karl Ottosen reported on the Private/Public Partnership Initiative which is intended to provide non-fire assets to assist in emergency responses. He encouraged divisions and departments to consider local resources (specialists, equipment, etc.) that could assist fire departments. A written agreement (example included in meeting packet) should be drawn up between the private entity and the fire department to provide some extension of the immunity given to governmental units. Specialists (such as chemists, lab technicians, engineers, scientists, heavy equipment operators, etc.) could be put on the local fire department roster as "auxiliary" or "volunteer" members. This could include private companies with an industrial fire brigade or special equipment.
 - ii. FEMA Recovery Policy – Stafford Act & FEMA Policy Compliance Regarding Deployment Reimbursements - MABAS Contract Addendum Draft
Attorney Ottosen explained FEMA Recovery Policy RP9523.6 states an emergency response agency cannot receive reimbursement in the event of a deployment if a mutual aid agreement provides its services for free. That being the case, the MABAS Intergovernmental Agreement needs to be amended to stipulate we *may* charge each other for mutual aid response, thus opening the door to eligibility for FEMA reimbursement. A proposed

addendum is included in the meeting packet. An example ordinance and a memorandum are yet to be drafted.

Motion: (Division 16 and Division 4) to authorize a first addendum to the MABAS Master Agreement, substantially in the form of the draft addendum provided in today's meeting packet, with the final form subject to approval by our legal counsel, be presented to all members for approval.

Discussion: None.

Motion Vote: Approved unanimously by voice vote.

15) Divisional Report

a) Illinois 1-10

No reports from Illinois members.

b) Wisconsin, Indiana, Michigan

Bruce Hedrington reported Wisconsin is up to 52 Divisions.

No reports from Indiana or Michigan.

16) Closing, Public Comment Period – Non-Agenda Items

a) Public Comments

No comments.

b) MABAS Special Award

Chief Macko announced the board decided to give this year's annual Presidential Award to Bob Keys in recognition of his years of dedicated service to MABAS-IL. Bob was not able to be present to receive the award, but a special round of applause ensued for him and his service.

c) MAMA-C (Mid-America Mutual Aid Compact)

A meeting was convened Tuesday between member states IL, MI, IN, WI, KY, and IA. MO and OH were not able to attend. The project continues to move forward in a very positive and productive manner on legislation dealing with day-to-day mutual aid across state lines.

17) Adjournment

Motion: (Division 4 and Division 27) to adjourn the meeting at 1420 Hrs.

Discussion: None.

Motion Vote: Approved unanimously by voice vote.

18) Next MABAS Board Meeting

Tentatively –

Wednesday, June 18, 2014

MABAS Readiness Center

233 West Hintz Road

Wheeling, IL

1:00 pm – 3:00 pm

Respectfully submitted by:

Harry Tallacksen
2nd Vice President