

**Minutes of the
MABAS EXECUTIVE BOARD MEETING
Wednesday, February 24, 2016
1307 – 1403 Hrs.**

Bloomington-Normal Marriott Hotel & Conference Center • Normal, Illinois

1) Call to Order – Sign In – Roll Call – Pledge

President Jeff Macko called the meeting to order at 1307 hours. Roll call was followed by the Pledge of Allegiance to the Flag.

Divisions Present: Division 1, Division 2, Division 3, Division 4, Division 5, Division 6, Division 8, Division 9, Division 10, Division 12, Division 13, Division 14, Division 15, Division 16, Division 17, Division 18, Division 19, 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 33, Division 35, Division 38, Division 39, Division 40, Division 41, Division 43, Division 44, Division 47, Division 48, Division 49, Division 50, Division 51, Division 54, Division 55, Division 56, Division 58, Division 62, Division 64, Division 66, Division 67.

Divisions Absent: Division 7, Division 11, Division 34, Division 36, Division 37, Division 42, Division 45, Division 46, Division 52, Division 53, Division 57, Division 59, Division 60, Division 61, Division 63, Division 65, Division 68, Division 69.

Quorum: With 51 of 69 divisions represented, a quorum (1/3 of 69), and a Super Quorum (2/3 of 69), is present.

MABAS-IL Staff Present Included: Jeff Macko, Don Davids, Harry Tallacksen, Paul Maplethorpe, Jay Reardon, Glenn Ericksen, Joe Cluchey, Tom Lovejoy, Mike Forest, Darin Beckman, Al Vrshek, Dave Fleege, John Michalesko, Spencer Kimura, John Paholke, A.C. Buehler, John Gauhan, Michael Graves, Dave Haywood, Ray Kay, Jim Klinefelter, Kevin Lyne, Ed Murphy, Chip Wilmot, Mike Young.

There was a moment of silence in recognition of the November passing of long-time RED Center dispatcher Barb Durment.

2) Agenda – Additions, Deletions, Amendments
None.

3) Minutes – Motion to Approve/Amend 10/14/2015*

Motion: (Division 27, Division 20) made to approve the minutes of the MABAS-IL Executive Board meeting of October 14, 2015 as published.

Discussion: None.

Motion Vote: Motion approved by unanimous voice vote.

4) Guests – Introductions – Welcome
None.

Presidential Leadership Award: Presented by President Jeff Macko to David “Mo” Kowalski for his outstanding service to MABAS-IL through the Illinois Task Force 1 Urban Search & Rescue team.

5) Public Comment Period – Non-Agenda Items
None.

6) Agency Representative Remarks

a) ILEAS

Pete Smith announced the annual ILEAS conference schedule has been moved this year from the usual April timeframe to June 12 – 14, still in Springfield and at the Crowne Plaza.

b) OSFM

On behalf of State Fire Marshal Matt Perez, Jay Reardon reported #1 that the MABAS subsidy grant of \$125K that’s used to offset some insurance costs has been renewed by the state legislature and half the amount has already been received, and #2 that the truck loans, ambulance loans, Cornerstone and local firefighter reimbursement funding is all in place for FY2017.

c) IEMA

No report.

7) Finance – Budget – Comptroller’s Report*

a) Funds Status*

The January 1 – December 31, 2015 financial report is in the meeting packet. Treasurer/Comptroller Paul Maplethorpe highlighted that we ended up with a little over \$1M in the bank with the majority of that being discretionary funds. The Dues Account took a \$200K “hit” in February for the final payment on the MRC complex in Wheeling. The Operations Account spent more than it brought in due to timing of receiving the OSFM grant in Dec. 2014 while the related expenditures weren’t paid until into 2015.

b) Dues Report 2015 & 2016*

The report is in the meeting packet.

c) MABAS 2016 – Non Grant Related Budget* (Approval Consideration)

The proposed budget is in the meeting packet.

Motion: (Division 54, Division 5) made to approve the budget.

Discussion: Jay Reardon explained this budget is for the Operations Fund, the Enterprise Fund and the Dues Fund, all of which are non-grant related budgets.

Motion Vote: Motion approved by unanimous voice vote.

d) Grant Matrix - 2014 (4/1/2015 – 3/31/2016) SHGP & UASI*

The grant matrix is in the meeting packet.

e) Grant Attachment A’s – (4/1/2016 – 3/31/2017) SHGP & UASI*

The Grant Attachments “A” (the short form of the grant application) are in the meeting packet for the period we’re currently in and the period that will run April 1, 2016 – March 31, 2017. Jay Reardon reported both grants have been approved. We will get an extension with CCUASI to extend the current grant year past the March 31, 2016 deadline. We will be submitting the 2017 (April 1, 2017 – March 31, 2018) grant application within the next two weeks. The funding level was just released by DHS. The state of Illinois is to receive \$16.7M which is about the same as the previous two years. Cook County City of Chicago UASI is to receive about \$65M. So far we are able to maintain capability statewide.

f) OSFM Subsidy Grant 2015/2016 – Insurance

As reported previously, our grant of \$125K was approved again this year.

8) Attorney & Legislation

a) John Millner – MABAS Lobbyist

– 2016 MABAS / ILEAS Funding Legislation – License Plate Fee Renewal*

– Overview – Springfield Dynamics

Lobbyist John Millner was not able to be present due to weather. Jeff Macko announced our license plate legislation has been submitted again with bipartisan support in the House from cosigners Representatives Nekritz (D) and Moffit (R) and in the Senate from Senators Althoff (R) and Muñoz (D). The bill numbers this year are HB5647 and SB2592. These bills are the same as submitted in the last two legislative sessions. There are related fact sheets in the meeting packet.

b) Legal Counsel Report

– MABAS Wisconsin Legislation (EMS & MAMA-C)*

Attorney Shawn Flaherty of Ottosen-Britz-Kelly-Cooper-Gilbert & DiNolfo reported that in Nov 2015 Wisconsin passed Bill 83 recognizing reciprocity for EMS service providers providing requested aid across the Illinois/Wisconsin state line. He further stated he didn’t have anything to report on the MAMA-C (Mid-America Mutual Aid Consortium) bill other than it hadn’t been introduced into the Wisconsin General Assembly as of yesterday.

– MABAS FOIA (Freedom of Information Officer)*

We’ve gotten by for a long time without having to face what to do if one of our MABAS Divisions gets a FOIA request. But things have changed since we last met in that a division has now received a request. Because we are a unit of local government we have to comply with FOIA requests. In the meeting packet is a draft policy pertaining how FOIA requests to a division or to MABAS-IL could be handled. Having at least 70 places where records are kept complicates the process of complying. Today, staff is wanting to know if

there's concurrence to move forward with formatting this into the MABAS Policy format and then bringing it up for consideration at the June 2016 meeting.

Motion: (Division 3, Division 19) made to move forward.

Discussion: None.

Motion Vote: Motion was approved by unanimous voice vote.

c) MABAS Contract Addendum Status Report (Cluchey)*

A report is in the meeting packet. Jay Reardon reported the task of getting all MABAS member agencies to sign the Intergovernmental Agreement Addendum to secure compliance with FEMA policy is approximately 70% complete with 721 of 1166 agencies being fully compliant, another 81 being partially compliant, and 347 thus far being non-responsive. The need to complete the adoption is not going to go away as it is a FEMA required action. Agencies not signing are exposing their communities and incoming aid departments to risk in the event of a federally recognized declaration of disaster. Direct questions to Operations Section Chief Joe Cluchey.

d) MABAS Revised and Proposed Bylaws*

i) 2/3 Majority Vote All Divisions (46)

A copy of the proposed Executive Board Bylaws update is in the meeting packet and was previously presented at the June 2015 meeting. Paul Maplethorpe explained the primary focus is to bring the Bylaws into compliance with the Intergovernmental Agreement and to clarify what is the Executive Board and what is the Elected Committee. A position of Secretary is being added to the Elected Committee and the term of Treasurer/Comptroller is being changed from 2 to a 3-year term. A super majority (2/3 of divisions) is required to vote on this, and we have that representation today.

Motion: (Division 4, Division 20) made to approve the proposed Bylaws as updated.

Discussion: None.

Motion Vote: A roll call vote was taken with the following divisions voting in favor:

Division 1, Division 2, Division 3, Division 4, Division 5, Division 6, Division 8, Division 9, Division 10, Division 12, Division 13, Division 14, Division 15, Division 16, Division 17, Division 18, Division 19, 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 33, Division 35, Division 38, Division 39, Division 40, Division 41, Division 43, Division 44, Division 47, Division 48, Division 49, Division 50, Division 51, Division 54, Division 55, Division 56, Division 58, Division 62, Division 64, Division 66, Division 67.

There were no other votes. The updated Bylaws were passed.

ii) New Executive Board Position - Secretary

Jeff Macko announced the new position of Secretary will remain unfilled until next election per the Bylaws.

9) Policy Considerations

a) Bylaws & Elections Committee

– President's Election, as Scheduled*

Paul Maplethorpe of the Bylaws & Elections Committee reported only Jeff Macko had applied through submission of appropriate paperwork. Paul called for nominations from the floor three times and none were received.

Motion: (Division 5, Division 33) made to close nominations and cast a unanimous ballot to elect Chief Jeff Macko to the position of President for a three-year term.

Discussion: None.

Motion Vote: Jeff Macko was re-elected by unanimous voice vote.

– Secretary's Election – Projected Election Time Frame

President Macko repeated that the election will take place next February. The job requirements will be distributed early fall prior to seeking nominations.

10) Committee Reports

a) Updated MABAS Committee Rosters (Feb, 2016)*

Committee membership listings are in the meeting packet.

b) Miscellaneous Reports From Committee Summit Work Sessions (2/2016)

MIST Committee Report:

The MIST Committee announced Minooka Chief Al Yancey of Division 15 has stood up the first official MABAS deployable IMT (Incident Management Team). A round of applause ensued.

Water Rescue Committee Report:

Tim Smeltzer expressed gratefulness for the support of the board during the past year and reported on the distribution of additional equipment to 14 teams. 2016 is looking very promising as the long-term goal of standing up two swift water teams for the state is on target.

11) CEO Report

a) MABAS Divisions Monthly Extra Alarm Report *

The report of a recently completed study is in the meeting packet. With only about half of the divisions reporting their monthly MABAS alarms to the MRC, we're realizing our historically stated count of 885 alarms/year is incorrect. The 35 divisions reporting total about 1,100 alarms per year. All divisions are to be reporting monthly. In reaction to a request from the floor, it was stated the full report will be sent out monthly to all divisions as a reporting reminder and will be reported in the quarterly newsletter.

b) ITTF/MABAS 2015 Annual Report*

The Executive Order that allows the Illinois Terrorism Task Force to exist includes the requirement to submit an annual report by March of the year following. MABAS has complied and copy of our report is in the meeting packet, reporting what we got done during 2015 and projections of what we're looking to work on during 2016.

c) Wheeling MABAS Readiness Facility Ownership

We closed on the purchase of the MABAS Readiness Center Feb. 3, 2016. We now own the 70,000+ sq. ft. facility, debt-free, on the 4.3 acres and we have created new revenue sources to assist in offsetting operating costs such as utilities, etc.

d) US&R Search Dog Truck and Trailer Transport*

The US&R Team has acquired a truck and trailer specifically designed for the MABAS Task Force-1 search dog component. There's a photo in the meeting packet. The search dog teams are conducting an evaluation and certification course in April at NIPSTA with multiple states participating.

e) MABAS Resource Typing (NIC), Mission Ready Packages (MRP) and Resource Reference Guide (2016)

The CD in the Summit registration packet includes the current release documents using National Integration Center Typing Standard for all deployable vehicles. At some point in time this is the document we'll be using when we work with IEMA on deployments.

Mission Ready Packages (MRP) are also on the CD showing our price quote estimate when pricing a deployable package for IEMA.

Additionally on the CD is the latest resource reference guide to assist with local planning.

f) CCDHSEM / UASI – MABAS Swift Water Teams

CCDHSEM funded the start-up of two Swift Water Rescue Teams that'll be based out of Cook County but able to respond anywhere. One will be assigned to the US&R team and other will be a shared team between three divisions in Cook County. We're hoping the state will eventually be willing to start up some statewide swift water teams on their side of the budget package. The teams are quite a ways off from being fully operational.

g) Summary Report – Flood Support 2015 – 2016*

In the meeting packet is an expenses summary report from the central and southern Illinois floods over the Christmas/New Year's holidays. MABAS was there more in a support role with people and assets involved.

h) 2016 Annual Training Summit Report*

The Summit attendance report is in the meeting packet.

i) 2016 MABAS Staff Action Items and Goals*

Staff met for three days in November for its annual planning meeting. The resultant report is in the meeting packet.

- j) MABAS Staff and Illinois National Guard Response Coordination Meetings
We've been working closely with the ING mainly in the area of meta disasters (earthquake and improvised nuclear device), focusing on how we're going to effectively merge together on such catastrophic events. It's recognized by all that MABAS will be the first responders for the first 72 hours with the ING bringing additional assistance. The bi-directional briefing was a complete success. We've also had discussions with ILEAS fostering a greater understanding of the strengths each of us brings to events.
- k) Overtime Backfill Reimbursement CAP - \$50.00 Per Hour as of April 1, 2016 per ITTF Policy
Though we have nothing in writing yet, there's strong indication the ITTF may be capping OT/BF reimbursements for exercises training at \$50/hour, down from the current cap of \$58/hour. We don't yet know how it will impact our special teams but will have dialog with divisions that own those teams and with team leaders. The goal seems to be for the ITTF to thus have more funds available to provide more available training and exercise hours for people. This is only a heads-up at this time.

12) Capital Projects Review
None Currently Pending
There are no current capital projects on the board.

13) Old Business
None.

14) New Business
None.

15) Divisional Reports
None.

16) Public Comment – Non Agenda Items
None.

17) Adjournment: NLT 1500 Hrs – Target
Motion: (Division 66, Division 51) made at 1403 hrs. to adjourn the meeting.
Discussion: None.
Motion Vote: Motion passed by unanimous voice vote.

18) Next MABAS Executive Board Meeting
Wednesday, June 15, 2016
1300 – 1500 Hrs.
MABAS Readiness Center (MRC)
233 W. Hintz Road
Wheeling, IL 60090

Respectfully submitted by:

Harry Tallacksen
2nd Vice President

**Attachment Provided*

Minutes approved by action of the Executive Board at its June 15, 2016 meeting.