

**ILLINOIS TERRORISM TASK FORCE**  
**Minutes of Chairs and Full Meetings**  
**December 11, 2013**  
**Attendees**

**Members**

Adams/McDonough Counties – Joe Henning  
AIR-ONE – Dan Bitton\*  
Am. Public Works Association – Vydas Juskelis\*  
American Red Cross –  
Archer Daniels Midland Co. – Clint Fairrow  
Associated Fire Fighters of IL –  
Center for Public Safety & Justice–Jason Stamps, Tom Zimmerman  
CMS – Diane Hoots  
CHUG – William Pretzer  
City of Aurora –  
Cities of Bloomington/Normal – Mick Humer, Doug Barnett  
Cities of Champaign-Urbana –  
City of Chicago – Gary Schenkel\*  
City of Joliet – Joe Formhals\*  
City of Naperville – Dan Nelson\*  
City of Peoria –  
City of Rockford – Joe Corl\*  
City of Springfield -  
Cook County DHSEM – Tom Tilton\*  
DuPage County OHSEM – James Joseph\*, Bill Babyar\*  
IL Association of Chiefs of Police – Jan Noble  
IL Association of Public Health Admin. – Toni Corona  
IL Association of School Boards – Zach Messersmith  
IL Attorney General’s Office –  
IL Board of Higher Education – Matt Berry  
IL Campus Law Enforcement Admin. – James Bondi  
IL Coalition of Community Blood Centers – Lee Milner  
IL College of Emergency Physicians – Katherine Martens\*  
IL Community College Board – Susan Drone  
IL Council of Code Administrators –  
IL Coroners Association –  
IL Dept. of Agriculture – Steve Chard  
IL Dept. of Corrections – John Eilers  
IL Dept. of Human Services – Ken McCaffrey  
IL Dept. of Military Affairs – Dan Reimann  
IL Dept. of Natural Resources –  
IL Dept. of Public Health – Mark Edmiston  
IL Dept. of Transportation – Tom Korty  
IL Dept. on Aging – Rose Coniglio, Bert Weber  
IEMA –Jennifer Ricker, Jenifer Johnson  
IESMA – Dave Christensen\*, Dan Fulscher  
IEPA –  
IL Firefighters Association –  
IL Fire Chiefs Association – Dave Dato\*, Brian Doyle  
IL Fire Service Association –  
IL Fire Service Institute – Royal Mortenson, Jim Keiken  
ILEAS – Jim Page, Pete Smith  
ILETSB – Eric Arnold  
IMERT – Mary Connelly\*, Moses Lee\*  
IL OSFM – Larry Matkaitis, Les Albert  
IL Public Health Mutual Aid System – Mark Hillard  
IL Public Works Mutual Aid Network – Tony Torres\*, Barb Stiehl  
IL Sheriffs’ Association –  
IL State Police – Mike Zerbonia, Todd Kilby, Matt Davis  
IL State’s Attorneys Association –  
Lake County ESDA – Kent McKenzie  
Metro East –  
MABAS – Jay Reardon  
Quad Cities – Robert DeFrance  
Regional Superintendents of Schools – Shannon Fehrholz  
Secretary of State Police – Sydney Roberts  
Will County EMA –

**Staff Members**

Don Kauerauf, Chair, ITTF  
  
Aders, Darryl – ISP  
Beagles, Mark - ISP  
Beamer-Pfeifer, Julie - CPSJ  
Briner, Chad – IEMA  
Butler, Boyd - ISP  
Carnduff, Brad - ISP  
Clark, Deb – ILEAS  
Clark, Gary - ISP  
Clark, Ron – CPSJ  
Cormier, Sean - ISP  
Damm, Abby – CPSJ  
Dieckman, Craig\* – DuPage County OHSEM  
Dragoo, Darryl – IEMA  
Dwyer, Marty – IEMA  
Evans, Bob – IEMA  
Galvin, Joe\* – ILEAS  
Gasparich, Joe - IFSI  
Hanneken, Michelle - IEMA  
Martin, Erica - CPSJ  
Martin, Janie – IEMA  
McCastland, Mac – IFSI  
Mueller, Curt- CPSJ  
Rabah, Safia – DuPage County OHSEM  
Rasch, Paul – IEMA  
Rominger, Jennifer - CPSJ  
Soady, Bryan - ARC  
Sorrentino, Alana - IFSI  
Stewart, Jay – ISP  
Thompson, Trent - IEMA  
Washam, Bucky – IESMA  
Wolf, Eric - ISP  
Young, Steve – IDOT

**Federal Advisory Members**

Bettenhausen, Steve – US Dept. of Energy  
Jenkins, Mark – FBI  
Monteyne, Mark – FBI  
Pennell, Kevin – DHS

**Advisory Members**

Alexander, Sara\* – Chicago First  
Lyle, Dennis – IL Broadcasters Association

**Other**

Altman, Shana – IL Public Health Mutual Aid System  
Rivera, Joseph – Lake County ESDA  
Thompson, Paul – IL Dept. Military Affairs

\* Attended video-conference at DuPage County OHSEM.

**Illinois Terrorism Task Force – Full Meeting – December 11, 2013 – 1:00 p.m. held at the Illinois Emergency Management Agency (IEMA) and via video conference DuPage County Office of Homeland Security Emergency Management (DuPage OHSEM)**

**Welcome and Introductions**

Chairman Kauerauf welcomed everyone attending the meeting at IEMA and acknowledged the members attending via video conference at the DuPage OHSEM.

Chairman Kauerauf recognized two new organizations that have been approved for membership to the Illinois Terrorism Task Force - University of Illinois Center for Public Safety and Justice and the Illinois Public Health Association.

He also introduced Alana Sorrentino, Illinois Fire Service Institute, assigned to ITTF and the Statewide Terrorism Intelligence Center (STIC), Illinois State Police, where she will support coordination between public safety and local emergency management.

**Minutes**

- **Approval to adopt the minutes from the September 25, 2013, Full meeting and the October 23, 2013, Chairs Meeting.**

*Motion to Adopt: Royal Mortenson, IFSI*  
*Seconded: Dan Fulscher, IESMA*  
*Motion Carried*

**State Homeland Security Update**

Chairman Kauerauf provided the National Governor's Association (NGA) update on the 2014 budget. It was announced that federal fiscal year 2014 budget is still under continuing resolution that is to conclude January 13, 2014. Updates will be provided when we receive notification.

Chairman Kauerauf requested that all ITTF Committee Chairs submit their report of initiatives, accomplishments, etc. for inclusion in the 2013 ITTF Annual Report to Julie Pfeifer, CPSJ, by December 31, 2013.

**Homeland Security Briefings**

Jay Stewart, Terrorism Research Specialist, Statewide Terrorism and Intelligence Center, Illinois State Police, provided a briefing on national intelligence trends.

Barb Stiehl, Urbana Public Works Department, provided a briefing on the Illinois Public Works Mutual Aid Network (IPWMAN).

Director Jonathon Monken provided a briefing on the tornado relief efforts to the Washington and Gifford areas. He expressed recognition and gratitude to all members of mutual aid, state, and local's response to the disaster.

Director Monken also recognized the departure of Curt Mueller, Exercise Program Coordinator, and Center for Public Safety & Justice (CPSJ). He expressed his appreciation of Mr. Mueller's dedication and assistance in the development of the upcoming CAPSTONE Exercise.

Curt Mueller, Exercise Program Coordinator, CPSJ, provided an update on the CAPSTONE Exercise (a multi-state coordinated response to catastrophic earthquake occurring within the New Madrid Seismic Zone) that will be held on June 16-20, 2014.

**Old Business**

Jim Page, ILEAS, provided an update on the Starcom radio rebanding project. As of this date, 22 sites have been completed over a nine-week period with one site remaining at ILEAS Training Center on December 18 and 19<sup>th</sup>. To date, 2,108 radios have been rebanded by ILEAS; 411 rebanded by MABAS, and 58 rebanded by IDPH for a total of 2,577. There are 79 agencies that have not scheduled their radios to date. He also provided an update on Starcom 21

concerning the extension of the user licenses and what is being proposed. Chairman Kauerauf discussed the future funding of the Starcom 21 licenses. The ITTF Communications Committee will meet and discuss all options and provide a recommendation to the ITTF for discussion and vote.

Darryl Dragoo, IEMA Strategic Planning Cell, provided an update on the development of the Threat and Hazard Identification and Risk Assessment (THIRA) that will be submitted to FEMA by December 30, 2013.

Chairman Kauerauf discussed the ITTF Charter and By-Laws that were drafted based on the review and comments of the ITTF Charter Working Group.

**Motion:**

- **To recommend adoption of the ITTF Charter.**

*Motion to adopt:* Jim Page, ILEAS  
*Second:* Chief Jay Reardon, MABAS  
*Motion Carried*

Chairman Kauerauf discussed some changes within the By-Laws that ITTF Members should be aware of:

- Article II: Membership – Section 2: Membership Requirements - a. General Requirements for Membership - ... every member organization must have 1) an Appointee and 2) **at least two Alternate Appointees**....
- Article II: Membership – Section 3: Advisory Members - ... Entities seeking appointment as advisory members of the ITTF must make an official request in writing to the ITTF Chair explaining what contributions the entity could make toward achieving the statewide homeland security mission. ....
- Article III: Governance – Section 3. Committee Co-Chairs - ... **Chair or Co-Chair must be a current Appointee or Alternate Appointee of an ITTF member organization.** ....
- Article V: Illinois Homeland Security Strategy – Annually, the membership of the ITTF will approve a homeland security strategy and associated key performance measures for the upcoming year. ...
- Article VI: Administration of Federal Preparedness Funds – Section 2 Budget - ... The ITTF standing committees are responsible for the initial identification and prioritization of the projects based on their responsibility, authority and expertise and based on the following criteria ..... Also, the SAA is responsible for determining the threshold for HSGP project investment changes that requires ITTF Membership Approval. The criteria that will be considered by the SAA to determine the need for ITTF approval of a project investment change include, but are not limited to .....

**Motion:**

- **To recommend adoption of the ITTF By-Laws**

*Motion to adopt:* Royal Mortenson, IFSI  
*Second:* Chief Larry Matkaitis, OSFM  
*Discussion*

**Motion:**

- **To amend the ITTF By-Laws - Article VI: Administration of Federal Preparedness Funds Section 2. Budget –**
  - **1. Does the project support a statewide or regional capability gap? TO**
  - **1. Does the project address a statewide or regional desired outcome outlined in the THIRA.**

*Motion to adopt:* Dan Fulscher, IESMA  
*Second:* Chief Larry Matkaitis, OSFM  
*Motion Carried*

Steve Young, Chief of Air Operations for IDOT Division of Aeronautics, provided a briefing on the ITTF Aviation Working Group.

Dave Dato, Co-Chair of the Communications Committee provided a briefing on the FirstNet Public Safety Advisory Committee Use Case Template. The Public Safety Advisory Committee (PSAC) is asking its members to develop “Applications/Use Cases” that will benefit the Public Safety users of the FirstNet system by discipline – Fire, Law, Enforcement and Emergency Medical Services (EMS). Examples for each discipline were provided. Submit any recommendations to Joe Galvin, Statewide Interoperability Coordinator, or Communications Committee Co-Chair Dato.

**Other New Business**

Chairman Kauerauf discussed ITTF year-end accomplishments and future goals:

- January – March 2013
  - Conducted the first videoconference of the ITTF Full membership meeting
  - Approved a motion to amend the ITTF Charter to allow audio conference of meetings
  - Established a multi-disciplinary ITTF Exercise Advisory Group
  - Approved the FFY 2010 State Homeland Security Program “shovel ready” project budget.
- April – May 2013
  - Changed the name of the ITTF Communications Committee to the Illinois Communications and Technology Committee to better address the environment for communications in 2013 and beyond.
  - Conducted the first member focus briefing to increase membership understanding of the organizations that make up the ITTF
  - Re-established ITTF Aviation Working Group to be chaired by IDOT/Aeronautics and ISP.
  - Implemented IEMA Policy Statement 2012(1) for sub-recipient monitoring.
- June – August 2013
  - Established a working group to revise the ITTF Charter
  - Approved a new Illinois Homeland Security Strategy – Includes: Vision 2020 Outcomes, Core Capabilities, and THIRA Desired Outcomes
  - Approved the FFY 2013 State Homeland Security Program Budget
  - Changed the August ITTF Chair meeting to the IEMA Grant Management Workshop
- September – December 2013
  - Approved the membership requests of the Illinois Public Health Association and University of Illinois, Center for Public Safety and Justice
  - Expanded the IEMA Grants Portal to include electronic submission of an out-of-state travel requests and grant extension
  - Approved a new ITTF Charter and By-Laws
- Looking Forward to 2014

- Ensure mission of all Standing Committees align with Vision 2020 strategic goals
- Establish a plan for replacement of equipment that will reach end of serviceable life
- Adopt a framework to promote the application of a singular homeland security strategy in Illinois
- Foster new systems to communicate horizontally and vertically homeland security goals and objectives.

Chairman Kauerauf expressed his appreciation for the time, commitment, and leadership of each member serving within the ITTF.

#### **Upcoming ITTF Meetings**

The next Chairs/Full meeting will be held Wednesday, January 29, 2014, at 1:00 p.m. at the Illinois Emergency Management Agency and DuPage County OEMC via video conference.

*Motion to adjourn.*