

ILLINOIS TERRORISM TASK FORCE
Minutes of Membership Meeting
July 27, 2016
Attendees

Members

Adams/McDonough Counties – Joe Henning
AIR-ONE – Ed Mohan*
Am. Public Works Association – Mike Millette*
American Red Cross – Scott Clarke
Archer Daniels Midland Co. – Clint Fairrow
Associated Fire Fighters of IL – Michelle Harbauer*
Center for Public Safety & Justice–
CMS – Diane Hoots
CHUG – Connie Polk*
City of Aurora – Joseph Jones*
Cities of Bloomington/Normal – Doug Barnett
Cities of Champaign-Urbana – Brian Nightlinger
City of Chicago – Dan Ellis
City of Joliet –
City of Naperville – Dan Nelson*
City of Peoria – Charles Lauss, Mike Vaughn
City of Rockford –
City of Springfield –
Cook County DHSEM –
DuPage County OHSEM – Jeremy Hirst, Craig Dieckman*
IL Association of Chiefs of Police –
IL Association of Public Health Admin. – Toni Corona
IL Association of School Boards – Ben Schwarm
IL Board of Higher Education – Brook Stewart
IL Campus Law Enforcement Admin. – Joe Drought
IL Coalition of Comm. Blood Centers – Lindsay Mancini, Norma Strang*
IL College of Emergency Physicians – Jason Kegg
IL Community College Board – Susan Drone
IL Council of Code Administrators –
IL Coroners Association –
IL Criminal Justice Authority –
IL Dept. of Agriculture – Steve Chard
IL Dept. of Corrections – John Eilers
IL Dept. of Human Services – Amy Dickenson-Ferguson
IL Dept. of Military Affairs – James Wall
IL Dept. of Natural Resources – Joe Morelock
IL Dept. of Public Health – Win Rawls
IL Dept. of Transportation – Amy Eller, Tom Korty
IL Dept. on Aging – Bert Weber
IEMA – Michelle Hanneken, Jenifer Johnson
IESMA – Dan Fulscher, David Christensen
IEPA – Roger Lauder
IL Firefighters Association – Bill Offerman
IL Fire Chiefs Association – Joe Holomy, Tony Nichols, Michael Mavrogeorge
IL Fire Service Institute – Royal Mortenson, Jim Keiken
ILEAS – Jim Page, Larry Evans, Pete Smith
ILETSB – Eric Arnold, Jeff Fritz
IMERT – Moses Lee*, Chris Jansen*
IL OSFM – Matt Perez*, Alix Armstead
IL Public Health Assoc. – Lanie Cooper
IL Public Health Mutual Aid System –
IL Public Works Mutual Aid Network – Don Wenzel*
IL Sheriffs' Association – David Hunt
IL State Police – Jamal Simington, Steve Lyddon
IL State's Attorneys Association – Jack Knuppel
Lake County ESDA – Michael Dacey*, Michael Jackson*
Metro East – Herbert Simmons, Bryan Whitaker
MABAS – Jay Reardon, Glen Erickson
Quad Cities –
Reg. Superintendents of Schools – Shannon Fehrolz
Secretary of State Police – Sydney Roberts, Rick Beatty
Will County EMA – Harold Damron

Staff Members

Rodger Heaton, Director

Aders, Darryl – ISP
Briner, Chad – IEMA
Clark, Deb – ILEAS
Clark, Ron – WIU
Cullerton-Conforti, Michelle – City of Chicago
Damm, Abby – WIU
Dennis, Josh – City of Chicago
Desai, Lisa – IEMA
Evans, Bob – IEMA
Fleming, Bob – IEMA
Ford, Richard – City of Chicago
Galvin, Joe – ILEAS
Gelletta, Jon – ARC
Gray, Nick – WIU
Graziano, Ron – IESMA
Harney, Tim – ISP
Lewis, Walt – IEMA
Morgan, Gwen – ISP
Paholke, Jonathon – MABAS
Pfeifer, Julie – WIU
Riechert, Ashley – WIU
Rogers, Joseph – DuPage County OHSEM
Schweickert, Joseph – ING
Sorrentino, Alana – WIU
Stewart, Jay – ISP
Thompson, Patti – IEMA
Tyrell, Dora – ISP
Velez, Frank – City of Chicago
Washam, Bucky – IESMA

Federal Advisory Members

Laabs, Weston – U.S. Coast Guard
Pennel, Kevin – U.S. Department of Homeland Security
Gruzalski, Phil – U.S. Department of Agriculture
Dushane, Chuck – U.S. Department of Homeland Security

Advisory Members

Maplethorpe, Paul – Communications Committee

Other

Fajfar, Kathryn – Will County EMA
Snyders, Michael – HIDTA

*attended by video conference at DuPage County OHSEM

Illinois Terrorism Task Force (ITTF) – Full Meeting – July 27, 2016 – 1:00 p.m.
Held at the Illinois Emergency Management Agency (IEMA) and via video conference at
DuPage County Office of Homeland Security and Emergency Management (DuPage County OHSEM)

Call to Order

Rodger Heaton, Director of Public Safety and Homeland Security Advisor, welcomed everyone attending the meeting at IEMA and acknowledged the members attending via video conference at DuPage County OHSEM. He acknowledged the former ITTF Chairman, Don Kauerauf, had accepted the Assistant Director's position within the Department of Public Health.

Agenda

Director Heaton called the following motions:

- *Motion to approve the agenda for the July 27, 2016, ITTF Membership Meeting.*

Motion to Approve: Diane Hoots, CMS
Seconded: Tom Korty, IDOT
Motion Carried

Minutes

- *Motion to adopt the minutes from the March 23, 2016, Full Meeting.*

Motion to Adopt: Diane Hoots, CMS
Seconded: Joe Drought, ICLEA
Motion Carried

Director Heaton explained the purpose of today's meeting, which was to seek input from the membership on the focus/direction of the ITTF, keeping in mind the task force's intended mission to serve as an advisory body to the governor and the governor's homeland security advisor. He requested the membership discuss in small groups the list of talking points that were provided in advance of today's meeting and then return to the full group to share their views and recommendations. He also asked the membership to outline current threats/risks and suggest policy decisions that will be required in tandem with advice given to the governor. Director Heaton pointed out that funding should not determine policies. On the contrary, threats/risks and appropriate policy decisions should drive funding. The governor should be provided with all of this information in order to make informed decisions and take action.

National/State Homeland Security Update

Aaron Kustermann, Chief, Terrorism Research Specialist, Statewide Terrorism and Intelligence Center (STIC) Illinois State Police (ISP), provided a briefing on national intelligence trends.

Breakout Groups – Full Membership Discussion

The following discussion points were presented:

Group 1

Leadership

General Structure

- Executive Order for the Illinois Terrorism Task Force (ITTF) may need to be revised to focus on preparedness, but should be revised to reflect accurate leadership structure.
- Homeland Security Advisor (HSA) should examine structures of other states.

ITTF Chair

- ITTF Chair needs to be a highly motivated and invested individual dedicated to the task of managing the ITTF.
- ITTF Chair does not have to be a state employee.
- ITTF Chair should be the representative of the Task Force and communicate directly to the Homeland Security Advisor as the ITTF structure provides the only opportunity for non-government organizations to communicate directly to the HSA.
- ITTF membership could provide recommendations or deem qualified a list of candidates for the ITTF Chair position.

Committees/Committee Chairs

- Committee structure continues to be a good idea to conduct business of the ITTF.
- Committees should be restructured so there are fewer of them, with the disciplines realigned with the strategy.
- Committee should be composed of subject matter experts who propose projects based upon analytics from the Threat and Hazard Identification Risk Assessment (THIRA) or strategy.
- Committees must have defined, known roles.
- Committee chairs should have defined position description and must also be motivated to serve in some capacity but only for a defined length of time.
- Membership and/or ITTF Chair should be involved in committee chair appointment and/or removal.
- Committee Chairs should act in more of an executive board format and return to meeting prior to the full ITTF meetings.
- To be successful, each committee should receive ongoing administrative support.

Engagement

- Committees should advise upward to the Task Force/Chair/HSA on how proposed projects fit into the overall strategy.
- The advice coming from the membership should rise up through the ITTF structure-not based on information coming from the top down.
- ITTF should revise the Illinois Homeland Security Strategy regularly, even though it is no longer a grant requirement.
- The THIRA planning efforts should involve more ITTF members based on some actuarial data they may possess.
- Engaging in these processes on a regular basis should result in the primary focus areas-which will then allow funding to be allocated in that manner.

- Defined benchmarks for all aspects of the ITTF will further define the organization. Reporting on outcomes and milestones based on these benchmarks, and not just based on funding allocation, will allow the organizational structure to grow.

Group 2

- ITTF is extremely valuable and needs to continue. It has been a great tool for Illinois, one of the best parts of the homeland security implementation compared to other states.
- The most valuable asset is the ability to network with other organizations and agencies – would be nice if the working lunch could be brought back; a lot of discussion and problem solving happened during this time.
- Because the ITTF has grown so vast, some feel their voices are not being heard
- There is a need to return the focus to the original intent: Terrorism. Focus has been too much on money.
- Need to take a serious look at the programs the ITTF funds (is there duplication of programs, duplication of effort, are all of the teams and programs actually needed)
- Belief that each member should serve on a committee
- Need to restructure the committees
- Continue to be all inclusive and work to help coordinate relationships between member organizations and agencies
- Because of the size the ITTF has grown, need to do a better job of ensuring inclusive information sharing is happening between members
- This is the only advisory group to the governor that doesn't actual advise the governor
- Need to ensure all agencies have a voice. Specifically for local agencies, this is the path for their voice to be heard by the governor and not through a state agency. We need to get back to original intent of the Executive Order by advising the governor on what the membership recommends the strategies and priorities are.
- Need to do an evaluation of the deployable teams: how many are there, cost to maintain, how often are the deployed
- More time needed for open discussion
- Need to address the 80/20 split and how we can get away from that distraction
- Need to vote based on merit and need, not on money figures
- To ensure objectivity, the preference would be for the Chair to report directly to the Governor's office and not up through any one agency
- Members need to do a better job participating and contributing
- The committee briefings should be brought back
- Need to get back to a collaborative setting; It's not about what "I" want, but it's about what the STATE needs
- Members need a better understanding of what each agency/organization does
- What is the BIG picture plan?
- Because money is not what it used to be, we as a group need to look at what we can do better with what we already have.
- Who is keeping track of all of the "stuff" the ITTF has bought or projects they have funded?
- We need to look at the THIRA and do a serious assessment of all the programs and stuff we have. Instead of focusing money on projects and stuff, we need to focus it on gaps.

Group 3

Introductions

- Total years of professional service in profession by participants:
 - 21, 15, 36, 13, 8, 8, 34, 36, 30, 23, 28 and 21. Average – 22.7 years
- Total years representing home agency in the ITTF:
 - 5, 13, 15, 3, 3, 3, 4, 3, 0, 4, 8 and 15. Average – 6.3 years

Reviewed 2015 Illinois Homeland Security Strategy Mission Statement and goals for meeting and provided input to make this organization an even better, truly functional body that advises the governor on issues of homeland security.

Discussion

- Does the current administration structure (committee and committee chairs) support individual member's efforts?
 - Yes. ITTF members with high level leadership and credibility allow positive feedback when sharing homeland security information to home agencies.
 - Intelligence/information briefings during meetings are appreciated and effective.
 - Participants shared sincere appreciation for the Illinois ITTF information sharing model and realize homeland security funding in Illinois is more effective with strategic plans and collaboration than other states.
 - Concern was expressed on recently vacated ITTF chair position. Group consensus – keep and fill the position with a neutral person.
 - Consider combining committees, especially committees that do not meet regularly.
 - Review committee structures in Ohio and a few other states based on Emergency Support Functions (ESF).
 - No specific committee structure changes were stated.
 - If committees don't meet, they don't need to be represented as a committee.
 - Require each committee chair to provide a written report following each meeting within 72 hours and post to website.
- Define the roles and responsibilities of ITTF Membership, Committees, Committee Chairs:
 - Committees need to utilize advisory boards in their home agencies.
 - Example, school safety committee relies on school student advisory boards that provide input on needs.
 - Number one issue to student advisory board is student safety.
 - Concealed carry impact on campus and weapons stored in cars discussed.
 - Sexual assault on campus a concern.
 - Committees have potential for silo effect, additional inter-committee communication is needed.
 - Written committee reports will help.
 - Members appreciate the 2015 Homeland Security Strategy, Mission Statement and Vision Priorities.
 - Members strongly support transparent mission and strategy driven funding.
 - Members discussed some of the language in the Vision Priority documents and asked, does the governor himself support these visions?
 - Members would like to meet and hear directly from the governor.
 - Discussion about the perception that IEMA is in the middle of ITTF committee reporting to Illinois Public Safety Director.
- Meeting summary and adjourn
 - We did not cover all of the bullets included in the discussion guide; however, the meeting provided an opportunity to review general positive and constructive feedback.
 - Sincere appreciation of format to communicate issues in small group setting.
 - Members were asked to share additional input, comments and specific recommendations.

Group 4:

Do you feel like the ITTF is accomplishing its original mission?

- Distributing grant money
- Inclusive, not exclusive
 - Encourages collaboration
 - Builds networks
- Spans prevention to recovery
- Dynamic mission and vision as necessary (changes with priorities)
- Addresses WMD Mandate
 - Is limited by funding

Capability and capacity exist to meet mission and vision?

- Without the executive order, agencies would still be meeting mission and vision independently
 - ITTF has become the “Illinois all-hazards taskforce”
 - Replicating effort of the EOC
 - ITTF has lost its original mission
- ITTF has difficulty keeping up with shifts in federal priorities
 - “Risks shift, but strategies should not”
 - ITTF is institutionalized. As priorities change, the strategy remains the same.

Is the system eliciting necessary participation?

- This is accomplished through networks made within the ITTF
 - Outside of meetings
 - In committees
 - “knowing who to champion your issue”
- ITTF doesn’t focus equally on all committees
 - Committee work isn’t being heard at the full-body level
 - Annual reports, (accomplishments, goals and objectives) not being read
- Administrative support is what’s lacking
 - ITTF must do a better job of taking individual organization structure into account
 - Chair/Committees provides continuity of group as IEMA directors change
 - Keeps our long-term strategy on-track
 - Committee chairs provide accountability and structure

Reports must be used for continuity.

- ITTF must do a better job of encouraging communications between committees

General discussion:

- Opportunity to be heard exists – Positive
- ITTF is inclusive rather than exclusive – Positive
- ITTF can do a better job of encouraging communication
- ITTF needs to do a better job of keeping agencies focusing on real priorities

- Need to “maintain what we have” – VERY concerned about upkeep costs on already purchased equipment
- No capital replacement plan
- Priority changes are not matching with grant cycles
- Voices are being heard through the committee process
 - “If we had no money the value of ITTF would be even greater.”

Our capacity is high as a result of these equipment purchases (as a member states), but because there is/was no maintenance plan, today’s dollars are diverted to upkeep.

- Current rules don’t allow setting aside funds from this grant cycle to pay for maintenance down the line.
- ITTF should champion sustainability of homeland security programming.
- We must tie programming into defined metrics.

Should we restructure the ITTF?

- We should kill the name “ITTF”
 - We have become an all-hazards taskforce

The original intent of the homeland security funding was preparedness.

- IEMA can manage the homeland security funding and ITTF can focus on advising the governor
- Has no sense that agencies have input on funding allocation

Should we more clearly define the roles of ITTF positions?

- “Networking is extremely important”
 - Some committees are more involved than others
- Transition in members (individuals representing agencies) should be smoother
- Smaller members not having a forum is an issue
- For geographic members, information exchange is the biggest benefit
 - There isn’t necessarily a need to be at the meetings
- Continuity of participation is key
- You get what you put in

Group 5

Define the roles and responsibilities of:

Leadership

Committee Chairs

- Committee chairs are appointed and may hold that position for a long time. Should there be consideration for turnover and/or selection by their respective committees? That said, not all disciplines/committees are truly committees. Some organizations and some have functional responsibilities (law enforcement, fire).
- Identify committee goals/responsibilities. Take notes and make public.

Organizational

How does the current organization structure support the mission – vision – purpose of the ITTF?

- Has there been consideration for aligning committees with ESFs? Note: some ESF' are represented in the overall "Training" Committee.

Administratively, how can the ITTF enhance coordination, management, information sharing/dissemination, and awareness of the individual members/committee efforts?

- Communications and Technology
- Information and Technology (Should this be part of "Communications"?)
- Should Intelligence be its own section?
- STIC dashboard during major events has been helpful.
- Should "Public Health" and "Medical" be separated? Or, make them sub-committees of the "Public Health and Medical Services" committee (IDPH is chair)

Engagement

Does the current administration structure (committees and committee chairs) support individual member's efforts?

- See comment about chairs not rotating.
- Keep number of video conference sites small, or stay with just one. Too many sites will dilute face-to-face time.
- Continue with at least one meeting per year held only in Springfield to ensure face-to-face time. And make Springfield meetings a day's event to maximize use of time, allowing time to travel from north and south, e.g. 10:00 a.m. – 3:00 p.m.

Does the current organization structure support committee efforts?

- Organization chart as published in the 2015 Annual Report does not appear to be consistent with the Illinois Executive Order, Section 1a – "advisory body" Reports directly to the governor." But the annual report organizational chart clearly shows that ITTF reports up through IEMA.

Discuss organization structure that provides the best outcome for mission – vision – purpose to enhance and improve upon transparency and awareness for the membership/committee.

- It may not be clear as to the reporting structure and funding of the ITTF. It has a dual role: terrorism and emergency management. Some may think of ITTF as an IEMA sub-committee, while the charter states it reports directly to the governor.
- Fiduciary responsibility.
- Not directly in response, but facilitates those agencies that do provide response.
- IEMA-State Administrative Agency-Director Joseph, ITTF was #2.
- Strive for more collaboration with statewide training plans.

Director Heaton expressed his appreciation for the membership's feedback and time spent today; he encouraged members to email him with additional input or specific recommendations they would like to include after this meeting. He plans to make a recommendation on the leadership and the focus/structure of the task force by the end of summer and present to the Governor.

Adjourn

Upcoming ITTF Meetings

In lieu of the next Chairs meeting, a Grants Management Workshop will be held August 24, 2016, at 10:00 a.m. at the Illinois Emergency Management, 2200 South Dirksen Parkway, Springfield, Illinois 62703. More information is forthcoming.

The next full meeting will be held Wednesday, September 28, 2016, at 1:00 p.m. at the Illinois Emergency Management Agency, 2200 South Dirksen Parkway, Springfield, Illinois 62703. The video conference site at the DuPage County OHSEM, 418 North County Farm Road, Wheaton, IL 60187 will be available.