

**ILLINOIS TERRORISM TASK FORCE**  
**Minutes of Council of Chairs Meeting**  
**January 22, 2020**  
**ATTENDEES**

- Homeland Security Advisor  
Mike Chamness - Illinois Terrorism Task Force- Chair

**Committee Chairs**

**Cyber Security**

Ford, Adam - IL DoIT  
Rominger, Jennifer - IL DoIT

**Emergency Management**

Swinford, Scott - IL Emergency Management Agency  
Snow, Murray - DuPage County OEMC

**Fire Mutual Aid**

Erickson, Glenn - Mutual Aid Box Alarm System  
Mortenson, Royal - IFSI

**Law Enforcement Mutual Aid**

Page, Jim - IL Law Enforcement Alarm System  
Sons, William - IL State Police

**Transportation & Critical Infrastructure**

- IL Dept. of Transportation  
- Am. Public Works Association

**Public Health**

Rawls, Winfred - IL Dept. of Public Health  
- IL Association of Public Health Administrators

**Urban Area**

Guidice, Richard - City of Chicago OEMC  
Barnes, William - Cook County DEMRS

**Staff/Members**

Armstead, Alix - OSFM  
Arnold, Eric - ILETSB/WIU  
Austin, Connie - IDPH  
Carle, Derek - ILETSB/WIU  
Caruthers, Kendall - Logan County EMA  
Clark, Becky - IEMA  
Clark, Deb - ILEAS  
Cook, Dawn, - IESMA  
Eller, Amy - IDOT  
Evans, Bob - IEMA  
Evans, Larry - ILEAS  
Findley, Liz - IEMA  
Gutierrez, Natalie - City of Chicago OEMC  
Hanneken, Michelle - IDPH  
Hoots, Diane - CMS  
Mulryan, Corey - DuPage County OHSEM  
Pfeifer, Julie - WIU  
Savage, Gloria - ILEAS  
Sluga, Dan - IL DoIT  
Smith, Pete - ILEAS  
Washam, Bucky - Logan County EMA

**Advisory Members**

**Other Attendees**

Illinois Terrorism Task Force (ITTF) Council of Chairs Meeting – January 22, 2020, Illinois Emergency Management Agency, 2200 South Dirksen Parkway, Springfield, IL 62703

Call to Order

Chairman Mike Chamness called the meeting to order and welcomed everyone attending.

Illinois Department of Public Health (IDPH) Briefing

Winfred Rawls, co-chair of the Public Health Committee, introduced Dr. Connie Austin, IDPH, who provided a briefing on the novel coronavirus.

Minutes

Chairman Chamness called the following motion:

- *Motion to approve the minutes from the December 12, 2019, Council of Chairs Meeting.*

*Motion to Adopt: Bill Barnes, Cook County DEMRS  
Seconded: Richard Guidice, City of Chicago OEMC  
Motion Carried*

Update on Safe2Help Line

Chairman Chamness provided a briefing on the development and status of the Safe2Help Line. A fact sheet about Safe2Help was provided to the Chairs. He discussed the plans to conduct a pilot of the Safe2Help Line to 20-25 high schools across the state (one in each IASA region) in the beginning of April. The full rollout will occur the start of the school year (end of July/first of August). Discussion followed.

Update on the Stop the Bleed Kits

Director Jim Page, ILEAS, provided a briefing on the status of the Stop the Bleed Kits. He reported that of the original 7,640 Stop the Bleed Kits that were purchased, 6,422 kits have been distributed. Currently, there are 1,218 kits available for distribution. He also reported that numerous trainings have been conducted throughout the state. Chairman Chamness requested that ILEAS continue to monitor the inventory and trainings that are being requested and to report at the February Chairs meeting with a recommendation on purchasing additional kits. Discussion followed.

Update on Communication Projects

Director Jim Page, ILEAS, provided a briefing on communication projects. Per the request of Chairman Chamness, ILEAS conducted a survey of all ITTF grantees' radios. Grantees were asked to provide the types, ages, and number of radios that were purchased with UASI or SHSGP funds. ILEAS staff are in the process of reviewing the responses to ensure:

- the removal of duplicate counts
- the verification of StarCom versus non-StarCom capabilities
- the radios were purchased with federal/state ITTF authorized grant funds
- verification that the user fees are being paid and where those funds are originating

In addition, ILEAS is reviewing budgets to determine where all the StarCom user fees are being paid and how many radios are authorized. When the review of devices and StarCom fees is complete, they will provide a report for the Council of Chairs that will provide sufficient information to assist with budgeting strategies and

decisions with regard to the purchase, replacement and/or maintenance of radio gear. Some radios were reported that are not operational. ILEAS communications staff are in the process of collecting those radios for examination, repair or replacement if necessary. Discussion followed.

### Update on Cyber Security Program

Adam Ford, Deputy Chief of Information Security Officer, IL DoIT and Jennifer Rominger, Security Program Manager, IL DoIT provided a briefing on the 2018 Cyber Security project.

### Old Business

#### Status update on projects using the unallocated SFY 20 Preparedness and Response (PAR) Grant Program funds (expiring June 30, 2020)

Bob Evans, Preparedness Grants Section Manager, IEMA, provided an update on the projects approved for the SFY 20 PAR Grant funds. Currently, there is \$10,250 in unallocated PAR funds available.

ILEAS was allocated FY 20 PAR funds for \$210,000 for Equipment/LION ERS Suits. The quote received for the suits was \$215,000 (\$5,000 difference). ILEAS was allocated \$125,139 for Equipment/MFF Trucks. The MFF trucks came in \$474 under budget. ILEAS is requesting to move the \$474 from the Equipment MFF Trucks to Equipment LION ERS Suits and requesting \$4,526 additional FY 20 PAR funds for the difference of the Equipment/LION ERS Suits totaling \$5,000. This will allow them to complete the purchase of the LION ERS Suits.

- *A motion from ILEAS to move FY 20 PAR funds in the amount of \$474 from Equipment/MFF Trucks to Equipment/LION ERS Suits and to request \$4,526 additional FY 20 PAR funds to complete the purchase of Equipment/LION ERS Suits totaling \$5,000.*

*Motion to Adopt: Royal Mortenson, IFSI*  
*Seconded: Winfred Rawls, IDPH*  
*Motion Carried*

Chairman Chamness explained that the SFY 20 PAR funds that had been allocated to the Safe2Help Project (ISBE and ISP STIC) will not all be expended due to ongoing issues (hiring of analysts, software procurement, curriculum developed, trainers hired, marketing of the Safe2Help Line, etc.) At this time, amount is unknown. He requested an update of these projects be provided at the February Council of Chairs meeting in order to determine reallocation of funds. He requested all committees determine if they have projects to submit using the SYF 20 PAR reallocation funds (completed by June 30, 2020), and be prepared to discuss at the February Council of Chairs meeting.

#### Status update on projects using FY 17 SHSP funds (expiring August 31, 2020)

Bob Evans, Preparedness Grants Section Manager, IEMA, provided an update on FY 17 SHSP funds. As previously discussed, it was determined that FY 17 SHSP funds updates will be provided at each Council of Chairs and full membership meetings, and by January 2020 discussion and recommendation for projects supported by FY 17 SHSP unspent funds will be determined and presented to the full membership in March for review and approval. The approved projects supported with the reallocated FY 17 SHSP funds must be completed by June 30, 2020. It was also discussed that unspent FY 17 state-retained Urban Areas Security Initiative (UASI) funds will be frozen on March 1, 2020, and returned to UASI for recommendations of projects with the state, city and county.

He reported that currently there is a total of \$ 124,000 in unallocated state SHSP funds, \$174,000 unallocated local SHSP funds and \$635,829.15 in state-retained UASI funds available. An update on unallocated state/local SHSP and state-retained UASI funds will be provided monthly. Discussion followed.

### SFY 21 Unmet Needs Document

The SFY 21 Unmet Needs document was provided to the Chairs for their review. Discussion followed.

### 2019 ITTF Annual Report

The format of the 2019 report, due to the Governor on March 1, will be more succinct in nature than past reports. It will contain key accomplishments of the task force in 2019, including the flood response and school safety initiatives, as well as top goals for 2020. The ITTF will keep on file for historical purposes a longer version of the document that contains the full reports submitted by ITTF committees.

### New Business

#### Discussion on FFY 2020 Homeland Security Grant Program (HSGP) Timeline (tentative)

Bob Evans, Preparedness Grants Section Manager, IEMA, discussed the following FFY 2020 HSGP Timeline (all dates are tentative until NOFO release):

**January 23 - February 24** - Committees meet to discuss strategy and projects for FFY 20 funding. (July 1, 2021- June 30, 2022, performance period)

**February 20** - Notice of Funding Opportunity (NOFO) with Investment Justifications and allocations released by FEMA

**February 24** - FFY 20 and Attachment A sent to Committee Chairs

**February 26** - ITTF Chairs meeting

- Chairs to discuss State strategy, current projects, and State allocation for FFY 20

**February 27 through March 13** - Committees meet to finalize strategy, projects, funding, and SHSP/UASI split

**March 13** - Organizations submit initial Attachment A's with SHSP/UASI split and justification for split. Also, a Personnel List for organizations who have positions listed for funding on the Attachment A.

**March 18** - ITTF Chairs meeting (Special meeting starting at 10:00 a.m.)

- Chairs to discuss Attachment A project submissions, overall SHSP/UASI split, State/Local split, and any other relevant FFY 20 discussions.

**March 25** - ITTF Chairs and Full meetings to vote on FFY 20 HSGP submission to FEMA.

**April 1** - Organizations submit Final Attachment A's.

**April 17** - IEMA submits FFY 20 HSGP application to FEMA.

**September** - IEMA receives FFY 20 Award and begins to issue grant agreements.

### Other Business

Royal Mortenson, Fire Services co-chair reported that a team has been formed to inspect regional training props that are located all over the state. They will provide a report later this spring, with recommendations if the props need to be refurbished and/or updated.

Upcoming ITTF Meetings – Council of Chairs and Full Meeting

The next Council of Chairs meeting is scheduled for February 26, 2020, at 1:00 p.m. at the Illinois Emergency Management Agency, 2200 South Dirksen Parkway, Springfield, IL 62703

*Motion to Adjourn: Jim Page, ILEAS*  
*Seconded: Win Rawls, IDPH*  
*Motion Carried*