

**ILLINOIS TERRORISM TASK FORCE**  
**Minutes of Council of Chairs Meeting**  
**May 27, 2020**  
**ATTENDEES**

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

**Committee Chairs**

**Critical Infrastructure**

Juskelis, Vydas - IL Dept. of Transportation  
- Am. Public Works Association

**Cyber Security**

Rominger, Jennifer - IL DoIT  
- IL DoIT

**Emergency Management**

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

**Fire Mutual Aid**

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

**Law Enforcement Mutual Aid**

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

**Public Health**

Hanneken, Michelle - IL Dept. of Public Health  
- IL Association of Public Health Administrators

**Urban Area**

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

**Staff/Members**

Armstead, Alix - OSFM  
Brown, Renysha - IEMA  
Clark, Deb - ILEAS  
Combs, Sharon - ILEAS  
England, John - IEMA  
Evans, Bob - IEMA  
Gutierrez, Natalie - City of Chicago  
Lyons, Bernie - MABAS  
Pfeifer, Julie - WIU  
Savage, Gloria - ILEAS  
Sluga, Dan - IL DoIT  
Smith, Pete - ILEAS  
Trame, Chris - ISP

**Advisory Members**

**Other Attendees**

Illinois Terrorism Task Force (ITTF) Council of Chairs Meeting – May 27, 2020, Illinois Emergency Management Agency, 2200 South Dirksen Parkway, Springfield, IL 62703 via Webex

Call to Order

Chairman Mike Chamness called the meeting to order and welcomed everyone attending via the Webex meeting. A roll call was taken, and quorum was established.

Chairman Chamness reported the SFY 21 budget has been approved by the General Assembly, and \$5m was appropriated for the Preparedness and Response Grant (PAR/Unmet Needs).

Minutes

Motion to approve the minutes of March 3, 18, and 25, 2020, Council of Chairs meetings.

*Motion to Approve: Jim Page, ILEAS*  
*Seconded: Glenn Ericksen, MABAS*  
*Motion Carried*

Update on Safe2Help Illinois Project

Chairman Chamness explained that we are in the process of procuring promotional items for the Safe2Help Illinois program for the new school year with PAR funds, working with Illinois State Police and Western Illinois University to facilitate the purchase before June 30. Ongoing discussion is occurring with IEMA regarding hiring a Safe2Help Project Manager, and Chairman Chamness has received notice that an IEMA position will be established. We are in the final stages of purchasing the software to support the website so it can become live. The anticipated launch date for this initiative is the beginning of the new school year this August, presuming no further delays from the COVID-19 response.

Cyber Security Briefing

Dan Sluga, Deputy Chief Information Security Officer, Illinois Department of Innovation and Technology, provided a briefing on cybersecurity issues.

New Business

Jim Page, ILEAS, and Glenn Ericksen, MABAS, presented a request to the ITTF Council of Chairs to discuss and consider a resolution to recommend to the SAA (IEMA) a modification in the state and federal funds distribution ratio for ILEAS, MABAS and state agencies

ILEAS and MABAS are public agencies who do not have taxing authority, as opposed to state agencies that have annual budgets. ILEAS/MABAS have no other significant means of income to provide a cash flow equivalent to “front” cash flow to vendors. With the fortunate advent of State PAR funds, ILEAS/MABAS have been able to make significant capital replacement purchases in the last two years. However, ILEAS and MABAS have suffered from the delay of reimbursements from the state for millions of dollars in PAR acquisitions. ILEAS received its first PAR payment in SFY20 in April. In order to maintain a credit rating and to pay vendors, both ILEAS and MABAS have had to access lines of credit and paid significant interest on loans. ILEAS is in the process of increasing its line of credit from \$250,000 to \$800,000 this coming year. On the other hand, the federal grants are generally paid in two months and are much more manageable. In addition, a state policy restricts PAR submissions to a quarterly schedule. If an invoice is submitted to the state on April 1, it will not (based on past practice) be paid until the early fall. Continuing the use of PAR grants for capital replacement for ILEAS/MABAS is becoming an unsustainable financial strategy.

Discussion followed. It was determined to table the resolution until the June Chairs meeting to allow IEMA/PGA staff an opportunity to discuss with IEMA legal and fiscal staff to determine an effective solution.

## Old Business

### Status update on projects using SFY 20 Preparedness and Response (PAR) Grant Funds

Each committee chair/grantee provided a status update on their SFY 20 PAR projects. The deadline is close of business on June 12, 2020, to submit final funding totals for all projects, including having contracts in place and returning any excess funds to IEMA for redistribution. Bob Evans, Preparedness Grants Section Manager, IEMA, explained that all items must be ordered before June 30, 2020, and invoices must be received before July 31, 2020 for reimbursement. He reported that currently there is \$234,187.45 unallocated. If there is an excess of funds, it may be used to purchase Safe2Help promotional items (lanyards, pop sockets, etc.) and additional Stop the Bleed kits. The final funding allocations from the unspent SFY 20 PAR funds will be determined at the June 17, 2020, Council of Chairs meeting.

### Status update on projects using FFY 17 SHSP funds

Bob Evans reported that our extension request for the FFY 17 SHSP grant has been approved to August 31, 2021. He asked that any organizations who currently have FFY 17 SHSP grants that expire July 1, 2020, and need additional time to expend their funds to please submit an extension request.

### Discussion on additional projects using FFY 17 SHSP unspent funds

IFSI is requesting to use unallocated FFY 17 SHSP/UASI funds in the amount of \$400,000 (state - \$216,718 and UASI - \$183,282) to purchase the following equipment needs list. Discussion followed.

Qty		IFSI Equipment Needs	Individual Cost	Total	State	UASI
2	F-250 Pickups	Used to move trailers/replace aging fleet more than 7 years old	\$54,000	\$108,000	\$54,000	\$54,000
1	Forcible Entry Door	Required for Fire Management & Suppression training	\$8,218	\$8,218	\$8,218	\$-
1	Utility Task Vehicle	Utilized to support all on-site training	\$20,000	\$20,000	\$20,000	\$-
1	28' Enclosed Trailer	Trailer for Fire Management & Suppression training	\$25,000	\$25,000	\$12,500	\$12,500
1	40' Enclosed Trailer	Trailer for Vehicle Machinery Ops/Tech training (replacement)	\$35,000	\$35,000	\$17,500	\$17,500
1	40' Enclosed Trailer	Trailer for Confined Space training (replacement)	\$35,000	\$35,000	\$17,500	\$17,500
1	Genesis/Hurst Extrication Tool	Required for Vehicle Machinery Ops/Tech training	\$30,000	\$30,000	\$15,000	\$15,000
1	Combi-tool/Ram Spreader - extrication tool	2-piece tool required for Vehicle Machinery Ops/Tech training	\$14,000	\$14,000	\$7,000	\$7,000
4	eDraulic Set (battery powered extrication tool)	Required for Vehicle Machinery Ops/Tech training	\$25,000	\$100,000	\$50,000	\$50,000
1	Paratech Aluminum Wale System	Shoring tool required for Trench training	\$9,782	\$9,782	\$-	\$9,782
1	Hurst Strong arm tool	Forcible entry tool required for Confined Space training	\$15,000	\$15,000	\$15,000	\$-
	<b>TOTAL</b>			<b>\$400,000</b>	<b>\$216,718</b>	<b>\$183,282</b>

- *Motion to recommend to the full ITTF membership to reallocate FFY 17 SHSP/UASI amount of \$400,000 (State - \$216,718 and UASI - \$183,282) to IFSI to purchase the equipment needs list.*

*Motion to Recommend: Glenn Ericksen, MABAS*  
*Seconded: Jim Page, ILEAS*  
*Motion Carried*

FFY 18 SHSP Funds

ILEAS is proposing that the Bearcat capital replacement process should continue. At the March 3, 2020, Council of Chairs meeting, ILEAS proposed purchasing two Bearcats to start the replacement process. Because the stay at home order has continued and will most likely continue until June 30, 2020, ILEAS will have an another \$266,417.93 in unspent funds that originally were intended for training salaries, training, overtime/backfill training, validation salaries and other expenses, as well as staff travel for the last quarter of this fiscal year. There is currently \$44,656.07 remaining in that grant Equipment line item. The \$266,417.93 combined with \$44,656.07 from equipment will be used to purchase the third Bearcat.

ILEAS proposes combining the following line items into the Equipment line:

\$ 27,058.26	Regional Field Training Wages
\$ 51,054.84	Regional Field Training Other
\$144,236.79	Training OTBF
\$ 14,793.75	Validation Wages
\$ 5,000.00	Validation Other
\$ 20,401.62	Validation OTBF
<u>\$ 3,872.67</u>	Staff Travel
\$266,417.93	

\$266,418 + \$44,656 = \$311,074 = cost of one Bearcat.

- *Motion to recommend to the full ITTF membership to approve ILEAS's request to consolidate \$311, 074 from unspent FFY18ILEASSRT overtime/backfill, regional training costs, salaries, travel and equipment into the Equipment line item in the same grant to purchase one Bearcat armored rescue vehicle at a cost not to exceed \$312,000.*

*\*\*\*This motion is contingent on IEMA extending the grant until 6/30/21\*\*\**

*Motion to Recommend: Royal Mortenson, IFSI*  
*Seconded: Vydas Juskelis, APWA*

MABAS is requesting to repurpose overtime/backfill funds in 18MABASOTB (18-3) totaling \$206,470.96 that will not be used due to the pandemic.

Reduce Special Teams Training (18-3-1) by \$17,865.76  
 Reduce Special Teams Exercises (18-3-3) by \$188,605.20  
 TOTAL = \$206,470.96

And move the repurposed funds into 18MABASEQU (18-2)

Increase US&R Team Equipment (18-2-5) by \$206,470.96  
 Those funds will be used to continue the replacement of radio equipment used by the IL-TF1 Urban Search and Rescue Team.

- *Motion to recommend to the full ITTF membership to approve MABAS's request to move \$206,470.96 from unspent 18MABASOTB (18-3) overtime/backfill funds into the 18MABASEQU (18-2) US&R Team (18-2-5) Equipment Line to continue the replacement of radio equipment used by the IL-TFI Urban Search and Rescue Team.*

*Motion to Recommend: Jim Page, ILEAS*  
*Seconded: Royal Mortenson, IFSI*

### Other Business

Chairman Chamness discussed the need to identify project funding requests using the SFY 21 PAR funds. He requested that the committee chairs submit their requests to ITTF staff by June 12. The current unmet needs document will be provided to the chairs for their review.

### Upcoming ITTF Chairs and Full Membership Meeting

The next Council of Chairs meeting is scheduled for Wednesday, June 17, 2020, at 10:00 a.m. via Webex

The next full ITTF membership meeting will be held June 24, 2020, at 10:00 a.m. via Webex. A survey monkey questionnaire will be provided for membership to vote on the motions discussed.

*Motion to Adjourn: Jim Page, ILEAS*  
*Seconded: Royal Mortenson, IFSI*