

**ISARC Board Meeting
August 6, 2022, 0900
Illinois Valley Community College - CTC124**

I. Call to Order

The August 6, 2022, ISARC Board meeting was held at Illinois Valley Community College. The meeting was called to order at 0921 by Chair Jason Buckley. Members present at the meeting were Chair Jason Buckley, Vice-Chair Richard Bickel, Treasurer Carol Lussky, Secretary Dawn Watson, and Board Member Beth Drendel. Also present were Outreach Committee chair Tom Foust, Curriculum and Training Committee chair Kim Gotte, and guests Tony Sondgeroth from La Salle County and Jim Hilgenberg from Coles County. Board members Domingo Kaller and Mike Crews were absent.

II. Approval of Minutes from June 25, 2022, Board Meeting

A motion to approve the minutes for the June 25, 2022, Board meeting was made by Carol Lussky and seconded by Richard Bickel. Motion passes.

III. Treasurer Report

a. May, June, and July 2022 Reconciliations and Treasurer's Report

The starting balance for May 2022 is \$23,808.21. Activity includes membership payments, Amazon donation, and interest.

Due to the integration of Square and Weebly, ISARC merchandise was made available on the website. Two shirts were purchased, with fees paid to ISARC for the shirts. ISARC then paid Printful to print and mail the shirts. The merchandise has since been removed.

A motion to accept the Treasurer's report for April 2022 was made by Dawn Watson and seconded by Richard Bickel. Motion passes.

b. 2022 Member Agency Invoicing

It was noticed that Milton Township was missing from the list. Carol Lussky will update the membership list.

IV. Public Comments

- a. IPEMA – M. Bellamonte – tabled until Mike Crews schedules this presentation.

V. Old Business

a. Strategic Plan 2022

A motion was made to table the Strategic Plan until the new Board is elected in October.

VI. New Business

a. Search Management

Beth Drendel mentioned that some members are asking about the SARM class. The SARM class is ready to review by the Training Committee.

Kane County has people who are interested in Search Management but can't physically participate in a Ground Search. Some of these people are used for check-in and other search management positions.

Search Management requires, at least, two (2) GSARs. Check-in is not necessarily Search Mgmt. If was decided that the Board needs to vote on exceptions to the Search Management requirements on a case-by-case basis. Search Management personnel need to understand what ground searchers do and how they do it These individuals who are requesting to skip the field portion of GSAR may still need to attend GSAR courses and be in attendance during the field portions, possibly in comms.

The Board will investigate creating a non-field GSAR course, to include check-in, staging, communications, etc., in the future.

Names and circumstances of individuals who are requesting the exceptions will be brought to the Board for review.

b. Proposed changes to bylaws

There are numerous minor changes to the bylaws (spelling errors, etc.) that need to be corrected. The bylaws require the secretary or chair to receive the proposed changes at least 30 days before the Board can review and discuss the proposed changes.

Carol Lussky suggested one of the changes to the bylaws is to make the received date only 14 days prior to the Board reviewing the changes.

It was also noted that approval of bylaw changes can be done electronically by Zoom or email.

c. October elections

The Board reviewed the letter and approved with a few changes.

d. Information requests

1. Request for training – 5/1/22 – Kim Gotte responded
2. Request for dog handler training information – 6/27/22 - Carol Lussky responded
3. Request for information on search and rescue teams and K9 training – 6/30 – Carol Lussky responded
4. Request for SAR training for local Fire and EMS Depts – 7/5 -Kim Gotte responded
5. Request for SAR training for local Fire Dept - 7/6 – Kim Gotte responded
6. Request for additional BNAV dates – 7/12/22 – Kim Gotte responded
7. Request training for individual – 7/12/22 – Kim Gotte responded
8. Request to be a vendor at conference – 7/12/22 – Dawn Watson responded
9. Request for information on SAR teams and training – 7/24/22 – Kim Gotte responded
10. Vendor Inquiry – 7/27/22 – no response needed
11. Thank you for BNAV – 7/31/22 – no response needed

e. Information Requests – Standard Responses

Dawn will resend these for the Board to review to discuss at the next Board meeting.

f. Search Requests and Results

Kim Gotte will send the latest report to the Board.

June was busy with requests. On the 17th and 24th, there were two searches in Pope County. That area is getting noticed by the IL EoC. Dave, a representative of the IL EoC, has been strongly

suggesting calling ISARC for searches whenever appropriate. However, there aren't a lot of ISARC resources down south. Even Massac County is 40 minutes from Pope County.

There have been a few calls from people who don't understand that ISARC search members aren't paid employees and they are expecting resources at all times of the day. Kim Gotte then explains that resources aren't available at certain hours for certain situations, such as 1am on a Wednesday for someone who has been missing for days.

McDonough County requested a training and is very happy with ISARC.

There has been a lot of positive feedback regarding the missing mushroom hunter in Marshall County.

ILEAS prompts everyone to call ISARC for searches. ISARC is receiving more calls from agencies who are learning about the services ISARC provides.

g. Approvals

1. Instructors

A motion to approve Tom Foust as a lead instructor for BNAV was made by Dick Bickel and seconded by Carol Lussky. Motion passes.

2. Member Agencies

None.

VII. Committees

a. Conference Committee – Jason Buckley, Chair

The brochure is almost ready, just waiting on a description for Jason Buckley's class. Kim Gotte indicated that if she receives that this weekend, the conference registration will be available by Monday night.

Merchandise:

Tom Foust ordered 21 hats.

A motion to order 100 2 ½" ISARC patches, at \$5.00 each was made by Richard Bickel and seconded by Carol Lussky. Motion passes.

Mid-grade polos would cost ISARC \$40 each. The Board agreed to not purchase polos to sell at the conference.

Carol Lussky will check with Stitch America, the company that ISARC purchased polos from the last time.

To have the merchandise available for the conference, ISARC needs to place an order in the next 3-4 weeks.

Folders will be put together, as much as possible, at the next Board meeting.

The 2023 Conference will be held October 13-15, 2023.

Conference topics

Groups.io for instructors

What's stopping instructors from volunteering for training

How to sustainably conduct trainings; Charging for courses
ISARC sponsored trainings by region
ISARC website
I Am Responding

b. Curriculum/Training – Kim Gotte, Chair

1. Instructor Updates – Additional dates

All but 5-6 instructors have participated in the recent instructor updates. The next instructor update will be held on Tuesday, Sept 13, 7pm.

2. Train the Trainer dates

Train the Trainer class will be a day and a half. The Board recommends a BNAV Train the Trainer in the fall and a GSAR in the Spring. More than one person needs to be trained to conduct the Train the Trainer classes.

BNAV Train the Trainer will be held on Dec. 17, 2022. Carol Lussky and Tony Sondgeroth will assist.

GSAR Train the Trainer will be held on April 15, 2023.

The Board decided that the third Saturday in October would be the regularly scheduled BNAV Train the Trainer date and the third Saturday in April would be the regularly scheduled GSAR Train the Trainer date.

Agency members need to complete one BNAV and two GSARs before being recommended to become instructors.

3. VFIS Training – collecting information

Kim Gotte sent all the instructor names, email addresses, and temporary passwords to VFIS. It will take 10-14 days for VFIS to input the information into their system. Instructors will receive two emails from VFIS regarding the training.

4. Training Requests

BNAV – Lee County – 8/20

BNAV – McLean County – 9/22

GSAR – Tazwell – Oct 15-16

a. Instructors for Training Requests

The Curriculum and Training Committee is now using Groups.io to communicate with instructors about upcoming training requests. Groups.io can be used by instructors to chat with each other about these upcoming trainings, to request to be an instructor at a training, and to inform lead instructors on sections instructors need to teach to complete their requirements to be recommended as a lead instructor, for example.

The Board is working on figuring out how to get instructors to teach all the sections they need to teach to become a lead instructor. Trainings that are taught only by the hosting agency's instructors are a detriment to ISARC, as this does not allow other instructors to teach.

There are 34 instructors who aren't volunteering to teach at trainings. Feedback is needed as to why.

b. BNAV and GSAR materials

The Board needs to determine if ISARC is going to continue to provide materials for trainings. Ed Kemper donated the funds for the training materials used this past year. There are enough BNAV materials for the Lee County training and seven boxes of GSAR materials.

Training materials include the complete PowerPoint, evaluations, registration/liability form, and maps (in color). Kim Gotte will get pricing from Staples to print more training materials.

BNAV kits are in northern IL and central IL. Kim Gotte will investigate pricing to create another BNAV kit.

5. Instructor Costs

A concern was raised about the costs that instructors are responsible for, such as the cost of certificates, ink, mileage, etc.

The Board discussed ideas on how to reduce instructor cost. A suggestion was made to charge a \$10/person course fee, with a refund if they attend and complete the training and a donation to ISARC if they are a no-show/no-call.

This topic will be discussed further at the conference.

6. ISARC sponsored trainings in each zone

This will also be discussed at the conference. ISARC sponsored trainings will be open to everyone from the start, not "registration pending." Region hosts are needed for these trainings.

7. Member agency training concerns

The Board has received two emails with concerns about training opportunities, scheduling, and requirements. Jason Buckley has answered one of these in person and will respond to both by email.

The Board is working on the concerns raised.

c. Mutual Aid Resource Committee

This committee will have a meeting soon.

d. Outreach Committee – Tom Foust, Chair

1. Letter to Sheriff's Offices – draft

The Board reviewed the draft and made suggestions. The draft will be reviewed again at the next Board meeting.

VIII. Board Workgroups

1. ISARC Hot Line/Duty Officer Policy, Procedures, Guidelines Draft

I Am Responding notifications are being responded to by only a few agencies. Those agencies who use I Am Responding for their own agency need to respond using the “us” option, when responding to ISARC notifications. There are still many agencies who don’t respond that they received the notification.

2. ISARC Newsletter

The newsletter will be going out soon. Kim Gotte will write an article about I Am Responding. Carol Lussky will write an article about Groups.io for instructors.

IX. For the Good of the Organization

A motion to adjourn at 12:04 was made by Richard Bickel and seconded by Carol Lussky. Motion passes.