

**ISARC Board Meeting
December 3, 2022, 0900
Zoom**

I. Call to Order

The December 3, 2022, ISARC Board meeting was held via Zoom. The meeting was called to order at 0904 by Chair Jason Buckley. Members present via Zoom were Chair Jason Buckley, Vice-Chair Richard Bickel, Treasurer Carol Lussky, Secretary Dawn Watson, and Board Members Jim Hilgenberg and Mike Crews. Also present were Outreach Committee chair Tom Foust, Curriculum/Training Committee chair Kim Gotte, Jim Hanley from Peoria County, John Bennett from Lake County, and Bryan Collett from Tazwell County. Board member Beth Drendel was absent.

II. Approval of Minutes from November 5, 2022, Board Meeting

A motion to approve the November 5, 2022, ISARC Board meeting was made by Carol Lussky and seconded by Jim Hilgenberg. Motion passes.

III. Treasurer Report - November 2022

- a. Activity includes deposits of \$26.80 from Amazon Smile and \$0.13 in interest and expenses of \$151 for Comcast. The ending balance for all accounts is \$22,555.07.

A motion to approve the November Treasurer's report was made by Dawn Watson and seconded by Jim Hilgenberg. Motion passes.

- b. Grant applications are now primarily on-line. Carol Lussky is working on verbiage to use to submit applications. Carol Lussky is currently trying to get a grant to create more BNAV equipment boxes and hopes to apply for and receive more grants.

- c. No progress yet on CDs. Dawn Watson also checked into a savings account with Morgan Stanley.

IV. Public Comments

Jim Hanley, from Peoria County, discussed the BNAV curriculum and the need to update it, as well as the GSAR curriculum. He indicated that the curriculum is getting muddy. There are 28 BNAV slides in the GSAR curriculum that should be removed. Flanker skills are also included in the GSAR course and shouldn't be. He also indicated that line searchers can be effective without taking BNAV. Jim Hanley stated that ISARC should have classes for line searcher only, flanker, and team leader. Jim Hanley suggested making BNAV a pre-requisite for those searchers who are interested in being a flanker or team leader.

Bryan Collett, from Tazwell County, agrees with Jim Hanley. He understands reasoning behind BNAV first was to reduce time needed to teach people how to use a compass in the GSAR course. He stated that, to some degree, that has helped in the GSAR, but has moved the problem to BNAV. Teaching flanker skills in BNAV to someone who has no idea about search and rescue takes more time in BNAV. Additionally, ISARC could develop an option to "test out" of BNAV. Bryan Collett heard of a searcher who is an Eagle Scout and former military who had to take the 8-hour BNAV to get into GSAR. However, the BNAV course was super basic for him and a waste of his time. Bryan Collett suggested ISARC consider making BNAV a recommendation and not a pre-req. Additionally, ranger beads are taught in both BNAV and GSAR and doesn't need to be.

Jim Hanley suggested creating add-on courses after searchers take GSAR, such as navigator, flanker, and team leader.

John Bennett, from Lake County, indicated that while ISARC offers two core classes, BNAV and GSAR, competency is not part of the equation. If you take the class, you get the certificate. John Bennett suggested creating different levels of GSAR and BNAV, such as GSAR 100, GSAR 200, BNAV 100, BNAV 200, with the expectation of people in very early stages to have certain skill sets. John Bennett agrees that ISARC needs a flanker training class. There are also agency trainings, but not ISARC trainings, that go beyond what these two classes offer.

V. Old Business

- a. Cancellation of internet at PRS
Tom Foust cancelled Comcast at PRS. Tom needs to return the equipment.
- b. Proposed changes to bylaws
This is still a work in progress.
- c. Review of ISARC Board Governing Documents Binder
Jim Hilgenberg has done a detailed reading of the binder and is about ½ way through. This will be discussed at the next Board meeting.
- d. Strategic Plan
Tabled until January
- e. Membership Application
 1. The Explanation of Resource Guide needs to be reviewed and compared to the application.
 2. Letter to Member Agencies regarding renewal needs to be created/updated.

VI. New Business

- a. Information requests
All information requests, except for the two requests for patches, have been answered.
Jason sent information to Iowa and has not heard back.
 1. Protocol for answering
The Board determined that all information requests regarding K9s will be answered by Carol Lussky. All information requests regarding invoicing will be answered by the Treasurer.
- b. Search Requests and Results
 1. A Board member noticed pictures from a recent search, just of search members, posted on Facebook, along with the location. ISARC's social media policy will be sent to all points of contact, with the application, as well as portions of it being included in the newsletter as a reminder.
 2. The ISARC hotline receives requests from family members of missing persons. Kim Gotte explains how the process works to the family members.
 3. A search in Crete for a person missing for 14 months was held.
 4. Will County requested ISARC for a search for a person missing for 12 days. Fifty-two searchers participated. Unfortunately, the person has not been found as of this Board meeting.

c. Approvals

1. Instructors

Tom Foust is recommended as a GSAR lead instructor. A motion to accept Tom Foust as GSAR lead instructor was made by Dawn Watson and seconded by Carol Lussky. Motion passes.

Tony Sondgeroth is recommended as a GSAR lead instructor. A motion to accept Tony Sondgeroth as a GSAR lead instructor was made by Jim Hilgenberg and seconded by Carol Lussky. Motion passes.

2. Member Agencies

No new member agency requests.

Dick has not had the opportunity to reach out to Mid-Piatt yet.

VII. Committees

a. Conference Committee

1. Conference Venue – Little Galilee Christian Camp

Dawn Watson will send contract to the Board to sign and send back.

Tom Foust investigated vehicle decals and got pricing from SheetWise. Kim Gotte suggested window clings instead of decal stickers.

b. Curriculum/Training – Kim Gotte, Chair

1. The New Lenox GSAR was cancelled due to the temperature. It was suggested to set minimum temperature guidelines, such as trainings will not be held if the temperature is below xx degrees or with a windchill of xx. The New Lenox GSAR is rescheduled for April 22-23, 2023.

2. Training Requests

a. Washington County – BNAV March 4, 2023 or March 25, 2023

b. Lee County – GSAR – May 6-7, 2023 or May 21-22, 2023

c. Hoffman Estates – BNAV: Any Saturday in February or March; GSAR: Any Saturday/Sunday in May or June

It was suggested to have someone do the scheduling of trainings so there isn't so much on Kim's plate. Tony Sondgeroth, Bryan Collett, and Jim Hanley are willing to take on this responsibility scheduling.

3. ISARC Regional Trainings

Central agencies and North agencies will have multiagency meetings on December 10 and will determine training dates for their GSAR and BNAV trainings.

A discussion about ISARC regional trainings, scheduling, and lead instructors was held. It was suggested to add a question to the Outreach Committee survey, asking: "If there was a regional training in your area, would you be willing to host or send your members to the training? "

Kim Gotte also brought up the concern of people signing up for courses and then not showing up. Eventbrite can charge for events and refund those participants who show up. However, lead instructors would need to update Eventbrite before the course is finished.

4. VFIS Training

Richard Bickel had contacted VFIS regarding the sexual harassment training and determined that VFIS does not require ISARC nor ISARC instructors to take any of their trainings. VFIS will send a box of training CDs to ISARC.

The ISARC Board feels it is a good idea to have the sexual harassment training, but it is not required. Carol Lussky feels this is a liability issue and wonders if that liability falls back on the Board. Jason Buckley will check into whether a 501c3 needs to do this. Sexual harassment training could be included with the instructor updates.

5. BNAV and GSAR materials – costs

Kim Gotte has already purchased BNAV and GSAR printed materials.

6. Train the Trainer

a. Location of trainings

A discussion on having Train the Trainer trainings in multiple locations was held. Multiple agencies offered to host the GSAR TTT and concerns from member agencies were raised regarding travel time and distance.

Kim Gotte indicates she is trying to be pretty even with scheduling training locations. It was suggested to have multiple lead instructors for Train the Trainers and having it in multiple locations on same date.

McLean County is hosting the BNAV Train the Trainer.

Jim Hanley indicated that a rule of thumb for his agency is no trainings scheduled after October 31 and, dependent on the region, nothing before mid-March.

Completion of two GSARs is currently required to become an instructor of any class. Information is still not being sent from some points of contact to members.

The Board agreed to post the Train the Trainer class on Facebook. Kim Gotte will also contact the GSAR participants from the last two years and send the information to them also.

It was indicated that direct communication to boots on the ground is good. It was suggested to collect searcher emails at trainings.

Current Train the Trainer Instructors are members of the Training Committee.

b. Curriculum

Kim Gotte rearranged the BNAV course and sent it to the Curriculum committee but only heard back from Tom Foust. GSAR was also rearranged. Once BNAV is finalized, GSAR can be updated further.

The next Curriculum meeting date is January 21, 2023, at 9am, at IVCC and Zoom.

John Bennett suggested lead instructors be included on the committee. The Board agreed that lead instructors will be invited to the Curriculum/Training committee meetings to provide input. Lead instructors will be invited by email.

Jim Hanley and Bryan Collett indicated that they would like to join the committee.

c. Mutual Aid Resource Committee – Dick Bickel, Chair

1. Memorandum of Agreement

In progress

2. ISARC Hot Line/Duty Officer Policy, Procedures, Guidelines

No progress. Updates for IAmResponding were received on 12/1. Kim Gotte will send a list of those agencies who are not using IAmResponding to the Board.

3. ISARC Google Phone

Jason Buckley requested information on how to set up additional phone numbers on Google Voice. Carol Lussy wondered if there was a paid version to give more options. Kim Gotte will ask Will County and Hanover Township what they are using for their duty phone.

4. Some State Police think ISARC is wonderful, and others don't know ISARC exists. Richard Bickel and Jim Hilgenberg will go to the State Police conference in Springfield.

d. Outreach Committee – Tom Foust, Chair

1. Letter to Sheriff's Offices

Jason Buckley will be getting Tom Foust the list of Sheriff's contacts so the letter will go out after elections.

2. Survey for next outreach calls

After discussions with some member agencies, it was suggested to ask Points of Contact if ISARC may contact their members individually regarding upcoming trainings, meetings, conferences, newsletter, etc., instead of this information having to go through the PoC. Call-outs will still go through the Points of Contact and IAmResponding.

VIII. Board Workgroups

a. ISARC Newsletter

No progress

IX. For the Good of the Organization

A motion to adjourn was made at 11:25 by Richard Bickel and seconded by Jim Hilgenberg. Motion passes.