

**ISARC Board Meeting  
November 4, 2023, 9:00 am**

I. Call to Order

The November 4, 2023, ISARC Board meeting was held at Illinois Valley Community College and via Zoom. The meeting was called to order at 0912 by Chair Richard Bickel. Members present were Chair Richard Bickel, Treasurer Carol Lussky (via Zoom), Secretary Dawn Watson, and Board Members Jim Hilgenberg, Beth Drendel, and Scott Garrett. Also present were Tom Foust, Outreach Committee Chair, and Tony Sondgeroth, Training Schedule Coordinator. Board Member Liz Brady was absent due to a search.

II. 2023-2024 Board of Director Position Nominations

Board members eligible for Chair are Richard Bickel, Carol Lussky, and Dawn Watson.

A motion to nominate Richard Bickel for Chair was made by Dawn Watson and seconded by Carol Lussky. A motion to close the nominations was made by Jim Hilgenberg and seconded by Carol Lussky. Motion passes

All Board members are eligible for Vice-Chair except Elizabeth Brady. A motion to nominate Jim Hilgenberg for Vice-Chair was made by Carol Lussky and seconded by Dawn Watson. A motion to close nominations was made by Carol Lussky. Motion passes.

All Board members are eligible for Treasurer. A motion to nominate Carol Lussky as Treasurer was made by Tom Foust, acting as voting proxy for Liz Brady and seconded by Jim Hilgenberg. A motion to close nominations was made by Dawn Watson. Motion passes.

All Board members are eligible for Secretary except Liz Brady. A motion to nominate Dawn Watson was made by Richard Bickel and seconded by Scott Garrett. There were no other nominations. Motion passes.

III. ISARC Committee Chair Nominations

Beth Drendel raised concern that there are other people on the Board who aren't always included and requests better communication between committee members.

Jim Hilgenberg indicated that if a member is asked to be involved, they need to be involved, not just sit back and not do what is requested.

a. Outreach Committee

A motion to nominate Tom Foust as Outreach Committee was made by Carol Lussky and seconded by Jim Hilgenberg. Motion passes.

b. Mutual Aid Response Committee

No motions were made for Mutual Aid Response Committee Chair. The Board recommended sending an email to SAR representatives to discuss with their team members if anyone is interested in being chair for this committee. This will also be in the newsletter.

c. Conference Committee

A motion to nominate Carol Lussky and Beth Drendel as co-chairs for the Conference Committee was made by Dawn Watson and seconded by Jim Hilgenberg. Motion passes.

d. Training/Curriculum Committee

A motion to nominate Scott Garrett as Training/Curriculum Committee Chair was made by Beth Drendel and seconded by Jim Hilgenberg. A motion to nominate Kim Gotte as Training/Curriculum Committee Chair was made by Tom Foust as proxy for Liz Brady, but with no second. The motion to nominate Scott Garrett as Training/Curriculum Committee Chair passes.

e. Training Scheduler

A motion to nominate Tony Sondgeroth as Training Scheduler was made by Tom Foust as proxy for Liz Brady and seconded by Jim Hilgenberg. Motion passes.

IV. 2023-2024 Board meeting dates

The Board agreed to continue meeting the first Saturday of every month at 9:00 am at Illinois Valley Community College, with Zoom option available. Currently, the Board agrees to cancel the October Board meeting, with the option to reinstate this meeting date in the future.

V. Approval of Minutes from September 9, 2023, Board Meeting

A motion to approve the minutes as printed was made by Beth Drendel and seconded by Scott Garrett. Motion passes.

VI. Treasurer Report – September 2023 and October 2023

The invoice from Little Galilee Christian Camp tripled the cost from last year. Last year's cost was \$2380. This year, the cost is \$7290. Last year, lodging was \$1100, and food was \$1680. This year, lodging was \$3400, and food was \$3880. Last year, lodging was \$20 per person per night. This year, the cost was between \$600 and \$900 per cabin with an additional \$200 per night. Dawn will review the invoice and discuss overcharges with Little Galilee Christian Camp.

With the Eventbrite income and the Little Galilee Christian Camp and other conference expenses, there is a profit of \$305. However, ISARC still needs to pay Shawn Beane \$625 for the certificates for the Traumatic vs Medical Emergencies. Boone County still owes \$250 for those certificates.

The auction raised \$2135, minus \$80 in Square fees for the auction and merchandise sales. Carol Lussky indicated that ISARC owes \$252.08 to Linda Keen for auction items. Carol Lussky recommended using the \$200 donation from Gateway Services to reimburse Linda Keen. A motion to reimburse Linda Keen \$252.08 was made by Dawn Watson and seconded by Beth Drendel. Motion passes. Total income from the auction \$1800.

A motion to pay Shawn Beane \$625 for the Traumatic vs. Medical Emergency certificates was made by Dawn Watson and seconded by Scott Garrett. Motion passes.

Merchandise cost \$2284, with \$2724 in income, for a profit of \$440. The conference t-shirts cost \$571.75 (included above). ISARC had received a \$500 donation from Bradford Systems. The window clings cost \$144. Carol Lussky will provide a complete report at the next Board meeting.

Beth Drendel indicated that conference participants indicated they would pay more for the merchandise than what ISARC charged this year. ISARC had previously agreed to charge \$2.50 above the cost of the items.

#### VII. Public Comments

None

#### VIII. Old Business

a. CDs

No progress

b. Chase account signers

Carol Lussky will get the paperwork sent to Chase Bank so Richard Bickel can be second signer.

c. Proposed changes to the bylaws

A change to Article 13, section 5 was made. A motion to accept the wording as presented was made by Jim Hilgenberg and seconded by Beth Drendel. Motion passes.

#### IX. New Business

a. Review of emails to membership regarding quorum and regional trainings

The Board approves the emails that were drafted and presented. Dawn Watson will get these sent out this week.

b. IEMA Insurance

IEMA has insurance that ISARC may be able take advantage of. Beth Drendel will investigate this further and bring more information to the next Board meeting.

c. Eventbrite options

RegFox is an event registration website that allows pre-registration and the ability to refund registration fees for those participants that do attend. Dawn Watson will use next weekend's visit to East Bay Camp to test RegFox.

d. Information requests

All information requests have been responded to.

e. Search Requests and Results

No information.

f. Approvals

1. Instructors

A motion to approve Kevin Schraeder as a GSAR Lead Instructor was made by Beth Drendel and seconded by Scott Garrett. Motion passes.

A motion to approve Steve Hammerich, La Salle County EMA; Tim Killeen, Boone County EMA; Dean Nickerson, Carol Stream EMA; Deb Novak, Boone County EMA; and Joe Richardson, Lee County EMA, as BNAV instructors was made by Tom Foust as voting proxy for Liz Brady and seconded by Richard Bickel. Motion passes.

2. Member Agencies  
None

X. Committees

a. Conference Committee

1. Review 2023 conference and evaluations

The Board reviewed the conference evaluations.

Beth Drendel and Tom Foust will draft a response addressing some of the concerns presented in the evaluations. This will be included in the newsletter and possibly sent out by email.

2. 2024 Conference Dates

- a. Little Galilee Christian Camp is reserved for the second weekend in Oct. Dawn Watson will check if we can get our deposit refunded if we need to cancel.
- b. Richard Bickel got initial pricing for the East Bay Camp and Lake Bloomington. They charge \$33.50 by the person per day. Breakfast and lunch are \$10.25, and dinner is \$11.25. The Board plans to visit East Bay Camp on 11/11/23 at 10:00am.

3. The Board agrees to increase the conference cost to \$125 for 2024.

b. Curriculum/Training

1. Updates from Training Scheduler

Tony suggests changes to Curriculum be made October through January, with printing completed in February.

Unused materials need to be returned to ISARC so additional sets of materials can be created.

2. SARM

SARM Beta is scheduled for 12/9-12/10 at Illinois Valley Community College. Kim Gotte and Tom Foust are getting pricing on printing the materials and maps. The SARM Task Book will be sent to the Board for review.

3. Instructor Updates Meeting

This will be discussed at the January 10, 2024, Curriculum/Training Committee Meeting.

4. Search management staffing requests – Beth Drendel

There are good at search management but not able to complete the field portion of a GSAR. The roles allowed for this need to be decided – Check-in, Comms, Staging are possibilities.

5. Printing SARIO, BNAV, GSAR materials

Liz Brady has been charged with investigating printing costs.

6. BNAV TTT - pending

7. GSAR TTT - pending

8. Other suggestions for courses for Training/Curriculum Committee to create include FTO, Water Safety Course, Crew Lead, Flanker, and SarTopo.

9. Instructor Requirements

The Board reviewed the Instructor Requirements for SARM but noticed that some of the items suggested at the last Curriculum meeting were not included. This will be sent back to Curriculum/Training.

c. Mutual Aid Resource Committee

1. Memorandum of Agreement

No updates

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

No updates

3. Hotline Phone Number Options

Dawn Watson briefly googled other options to Google Voice and found OpenPhone, Hushed, and DialPad. More investigation will be done.

d. Outreach Committee

1. SARIO in Grundy County is scheduled for 11/18. Mark Hinch will be the instructor with Tom Foust as mentor.

2. SARIO in Christian County is scheduled for 12/9. Tom Foust will be the instructor.

3. The MRCC has requested six one-hour presentations throughout the state, with the expectation of having approximately 100 participants. The first presentation is in Bolingbrook on 11/15. Carol Lussky and Tom Foust will be presenting at these.

4. Letters were sent to Sheriff's Departments last year. Tom Foust would like to modify that letter and send it to the State Police posts. Beth Drendel suggested attending the Chief of Police luncheons. Joe Gorski and Beth Drendel will be attending the Kane County Chief of Police luncheons in three months.

ISARC will continue to attend the IEMA and ILEAS conferences. Carol Lussky, with her police contacts, keeps Tom Foust involved with IL Police.

5. The next survey will be discussed at the next Board meeting.

XI. Board Workgroups

a. ISARC Newsletter

Send articles to Carol Lussky.

XII. For the Good of the Organization

Jim Hilgenberg attended the SARIO class in Flora/Clay County. Joe Buan's video, which is at the end of the SARIO PowerPoint, needs the background music volume adjusted. Joe Buan is working on this.

Motion to adjourn at 12:27 pm was made by Jim Hilgenberg and seconded by Scott Garrett. Motion passes.