

ISARC Board Meeting
May 4, 2024, 9:00 am
Illinois Valley Community College, CTC 124, or Zoom

I. Call to Order

The May 4, 2024, ISARC Board meeting was held at Illinois Valley Community College and via Zoom. The meeting was called to order at 0904 by Chair Richard Bickel. Members present were Chair Richard Bickel, Vice-Chair Jim Hilgenberg, Treasurer Carol Lussky, Secretary Dawn Watson, and Board Members Liz Brady, Beth Drendel, and Scott Garrett. Also present were Tom Foust, Outreach Committee Chair, and Linda Keen from Kendall County EMA, in person, and Tim Killeen from Boone County EMA, Bob Werderitsch from Plainfield EMA, and Allen Matza from Will County via Zoom.

II. Approval of Minutes from April 6, 2024, Board Meeting

A motion to approve the April 6, 2024, ISARC Board minutes was made by Liz Brady and seconded by Jim Hilgenberg. Motion passes.

III. Treasurer Report

a. April 2024 Reconciliations and Treasurer's Report

VFIS insurance and Dropbox account was paid. Current balance is \$18733.71.

b. 2024 Member Agency Invoicing

Carol Lussky distributed the list of paid member agencies. Currently 51 member agencies have paid dues. Bureau County Sheriff's Search and Rescue is currently disbanded due to the retirement of the team lead.

c. Carol Lussky filed the IRS 990N. The Attorney General forms are not due until June.

A motion to approve the treasurer's report was made by Dawn Watson and seconded by Liz Brady. Motion passes.

IV. Public Comments

Allen Matza recommended emailing the agenda to the SAR PoCs and added to the website. Dawn Watson tries to get the agenda on the website ahead of time.

V. Old Business

a. Trademark

No progress.

b. Amazon Business

Carol Lussky started working on Amazon Business, but is pending further information from/to GuideStar, a non-profit registry agency.

c. Eventbrite Options

Pending new Training Scheduler

d. Proposed changes to the bylaws

No progress

e. Email and file sharing options

Nothing more has been discovered.

f. Lost Person Behavior Instructors

Currently there are 6-8 people interested in becoming instructors. The next step is to determine how much it will cost to bring the LPB instructors to Illinois. Beth Drendel will follow up on this.

Jim Hilgenberg has a person joining his team who may be a certified LPB TTT.

VI. New Business

a. Donation letters for tax purposes

The IRS requires a letter from ISARC indicating that the instructor has donated a specific dollar value to ISARC. This letter will be available upon request to the ISARC Treasurer, with proof of expenditures. Carol Lussky will modify the donation letter for this purpose. Dawn Watson will send information to the instructors. Event mileage, hotel costs, and supply costs can be included in the donation amount.

b. June meeting

It was suggested that the June meeting be a Training/Curriculum meeting. The Board agrees the June 1 will be a Training/Curriculum meeting at IVCC.

c. GSAR supplies

Host agencies supplied flagging tape for requested trainings. With regional trainings, the host agencies aren't asked to supply flagging tape. The current emails to participants do not discuss flagging tape. The current GSAR TTT also indicates that the lead instructor is responsible for supplying the tape. It was suggested to have each participant bring their own biodegradable flagging tape, either their own or through their member agency. ISARC will purchase rolls for instructors to have for those participants that do not bring biodegradable flagging tape.

Allen also commented on other costs to instructors, such as paper for the certificates.

Carol Lussky will look for costs for flagging tape and certificate paper. Tim Killeen mentioned a company he buys flagging tape from sells it at \$2.50/roll, but ISARC may get a better deal if buying by the case. CSP Forestry usually costs \$1/roll when discounts are offered.

It was decided to give instructors supplies of biodegradable flagging tape, but the tape should not be distributed unless someone doesn't have the biodegradable tape. A check-out sheet will be implemented for the tape and other supplies, such as compasses and radios, that are distributed during a training. All supplies, or an empty roll, must be returned to the lead instructor to receive a certificate.

d. Membership Applications

The Board requested the Outreach Committee to contact agencies that have not returned their membership application.

e. Information requests

All information requests, except for the sales emails, were answered.

f. Search Requests and Results

Aurora – 12-year-old; third time jumping on a train and going to Chicago.

Chicago – Liz Brady thanks Allen, Bob, John, and Kim for all their help.

Search today in Washington County. Kim Gotte is assisting as search manager.

g. Approvals

1. Instructors

No new instructors currently.

2. Potential Member Agencies
 - a. St. Clair County
Tom Foust sent them application.
 - b. Jacksonville/Morgan
Tom Foust sent them the application.
 - c. Tri-County – Carroll, Stephenson, and Jo Davies
 - d. Winnebago County wants to team with Boone County

VII. Committees

- a. Conference Committee
Next meeting is Monday. Still working on speakers and sessions.

Beth Drendel has quotes from a few companies on merchandise. She is going to a third company, Initial Impressions, in Geneva on Monday.

Hoodies - \$14 with screen printing. \$2 for 2XL, \$3 more for 3XL, 4XL

Hats – navy blue, no mesh, adjustable - \$12/each for 24.

Polo – America’s Stitch’s prices have increased. Beth is also checking on patches.

Beth Drendel received one conference T-shirt design so far.

- b. Curriculum/Training
Scott Garrett gave an apology to the Board. When he took this role, he expected his responsibilities to have decreased at his job. Unfortunately, he has traveled more than he expected.

1. Updates from Training Scheduler
GSAR trainings are scheduled for Regions 3-6.
Region 4, 5, 6 have lead instructors and all have access to Eventbrite.

Regions 1 and 2 were cancelled due to lack of instructors. Tom Foust has contacted Region 1 and they understand.

Region 3 has 17 registered, Region 4 has 7 registered, Region 5 has 15 registered, and Region 6 only has 3 registered currently.

It is hard to determine if there are enough instructors and FTOs to help because that is based on the number of registrations.

2. SARM Training Date
Dawn Watson sent an email to agency PoCs and SAR PoCs. There are about 10 people interested in taking this class, depending on where it is held.
3. Printing SARIO, GSAR, SARM materials
Cook County printed the student handouts. Carol Lussy printed the maps.
There are still 4-5 boxes of BNAV materials.

4. GSAR TTT Date and Location

Tom Foust asked if two GSARs are required if a person keeps up with their 60 hours of continuing education. Scott Garrett indicated that having more than one experience of how the class is taught is important. It's not about being able to search but how to teach it.

Allen Matza asked about a Medical Incident Form. This will be added to the Training/Curriculum Committee agenda.

c. Mutual Aid Resource Committee

Liz Brady talked with Kim Gotte about scheduling a MARC meeting. Liz Brady has also emailed Allen and will email Matt Roop to determine potential meeting dates and times.

1. Memorandum of Agreement – no progress
2. ISARC Hot Line/Duty Officer Policy, Procedures, Guidelines – no progress
3. Hotline Phone Number Options – no progress

d. Outreach Committee

April was a busy month. Tom Foust and Dick Bickel went to the IESMA conference. They talked with Williamson County, which has a three-to-four county GSAR team in that area. Franklin County is interested in restarting. Their EMA director is new. DuPage County is also interested. Numerous ISARC member agencies were spoken with also.

Braniff Corp – Federal Signal – might be a sponsor for the conference or donate items. Promo's 911 donated 160 pens, notepads, and first aid kits. Tom Foust sent thank you cards for donations.

Tom Foust sent thank you cards to BNAV hosts.

Tom would like to purchase a full table cover, estimated cost of \$184. A drape over banner is estimated at \$100. Vista Print is another option. Dawn Watson will investigate which vendor IVCC uses.

A motion to preapprove a table covering up to \$200 was made by Carol Lussky and seconded by Jim Hilgenberg.

The IESMA conference is in Sept. Vendor cost is \$300. Motion to spend \$300 for the IESMA conference was made by Carol Lussky and seconded by Scott Garrett.

More brochures are needed. This will be included with the printing of the GSAR materials. Liz Brady will investigate costs.

Tom Foust talked to Richard Bickel about sending outdated materials to Pennington County. Pennington County, South Dakota, sent ISARC a thank-you letter for the materials, and they are interested in having a Zoom meeting

VIII. Board Workgroups

a. ISARC Newsletter

Carol Lussky received information from Will County regarding the Presidential Volunteer award. If other agencies do this, please send photos and an article to Carol.

IX. For the Good of the Organization

Beth Drendel hosted a regional BNAV and indicated that there was a little bit of arguing between instructors in front of people being trained, which lessens the participant's confidence in the instructors. This will be discussed by the Training/Curriculum Committee.

A motion to adjourn at 11:01 am was made by Carol Lussky and seconded by Liz Brady. Motion passes.