

ISARC Board Meeting
February 3, 2024, 9:00 am
Illinois Valley Community College, CTC-124, or Zoom

I. Call to Order

The February 3, 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 (via Zoom), and Scott Garrett. Also present were Tom Foust, Outreach Committee Chair, and Linda Keen (via Zoom) from Carol Stream.

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

A motion to approve the January 6, 2024, ISARC Board minutes was made by Carol Lussky and seconded by Jim Hilgenberg. Motion passes.

III. Treasurer Report

a. January 2024 Reconciliations and Treasurer's Report

Carol Lussky presented the January 2024 Treasurer's Report. The ending balance for January 2024 is \$21,614.30. Expenses included conference reimbursements, IAmResponding fees, and Quickbooks (Intuit) processing fees. Income includes membership dues, interest, and fraud reversals.

b. 2024 Member Agency Invoicing

Carol Lussky distributed an updated list of paid memberships for 2024.

c. CDs

A \$5,000 CD with Chase Bank has been opened.

d. Chase account signers

Richard Bickel is now on the Chase account as secondary signer.

e. 2024 Budget

Carol Lussky distributed an estimated budget for 2024.

There were a few questions regarding some of the items listed, which Carol Lussky explained. The IAmResponding fee and ElectionBuddy are listed under Administration.

Carol Lussky will remove the Grants and Other income, as this was left over from previous years.

A motion to accept the Treasurers Report as submitted was made by Liz Brady and seconded by Scott Garrett. Motion passes.

IV. Public Comments

None.

V. Old Business

a. Membership Renewal Letter

Carol Lussky suggested some changes to the letter.

A motion to approve the membership renewal letter with the suggested changes was made by Liz Brady and seconded by Richard Bickel. Motion passes.

- b. Membership Application
The improvements to the membership application were approved.
- c. Resource Guide
The improvements to the Resource Guide were approved.
The Membership Renewal Letter, application, and Resource Guide will be sent to the 2023 ISARC membership on Monday.
- d. Trademark
Dawn Watson investigated Trademark and Copyright procedures. The Board agreed to continue investigating what is needed to copyright ISARC materials.

The Board agreed that the service mark should be included on the ISARC logo.

- e. Amazon Business
No progress.
- f. Eventbrite Options
Dawn Watson will set up a RegFox test account for the March Board meeting. RegFox allows participants to be charged after the fact.
- g. Proposed changes to the bylaws
No progress.

VI. New Business

- a. VFIS insurance renewal
The Board approved the VFIS renewal paperwork. Dawn Watson will send the document back to VFIS.
- b. Information requests
All information requests have been answered. Most of the requests have been regarding search dogs.
- c. Search Requests and Results
No information available.
- d. ISARC Account Information
Dawn Watson distributed an updated ISARC account information list.
The Board will continue to investigate other options to Dropbox and GoDaddy. Carol Lussky will check TechSoup.
- e. Approvals
 - 1. Instructors
A motion to approve Scott Watson as a SARIO instructor was made by Scott Garrett and seconded by Richard Bickel. Motion passes
A motion to approve Tony Sondgeroth as a SARIO instructor was made by Scott Garrett and seconded by Carol Lussky. Motion passes.

A motion to approve Scott Garret as a SARM instructor was made by Richard Bickel and seconded by Jim Hilgenberg. Motion passes.

2. Member Agencies
None.

VII. Committees

a. Conference Committee

The first meeting was held on 1/25/24. The Committee is still looking for topics and speakers. If you have any suggestions, please let Beth Drendel and Carol Lussy know.

Tom Foust has a suggestion for a keynote speaker, but this would cost \$1500 for a two-hour session.

Richard Bickel suggested trying to find corporate sponsors. If you have connections with corporations, let Carol Lussy and Linda Keen know so they can send the donation letter.

Richard Bickel indicated that ISP suggested having one of their PIOs present a session at the conference.

Beth Drendel is going to Boomers, a merchandise vendor, on Tuesday.

b. Curriculum/Training

1. Updates from Training Scheduler

Dawn Watson indicated that with Tony Sondgeroth's new job, he does not have the time to devote to this responsibility anymore. ISARC will begin looking for someone to fill this role.

2. Regional Trainings

Tom Foust is contacting the Region One counties to determine how many people they will send to a regional training and if they are willing to host.

3. SARIO, BNAV, and GSAR Board approval

A motion to approve the SARIO, BNAV, and GSAR curriculum from Beta was made by Scott Garrett and seconded by Richard Bickel. Motion passes.

4. Instructor Updates update

Three instructor update sessions were held in January. All instructors attended one of the sessions.

Post course paperwork was discussed and reinforced.

5. SARM

A SARM class is schedule for March 2-3, 2024. ICS-300 is scheduled for March 5-7 at LaSalle County EMA with the ICS 400 scheduled for March 26-27 ICS 400. Additional ICS-300 classes are being offered throughout the State.

People have indicated that ICS 300 and LPB are stopping people from being eligible to participate in ISARC's SARM.

6. Printing SARIO, BNAV, GSAR, SARM materials

Liz Brady will contact Kim Gotte to get the ISARC course materials and bring them down to store at the Peru Rescue Station.

c. Mutual Aid Resource Committee

No updates, as the committee has not met.

1. Memorandum of Agreement
2. ISARC Hot Line/Duty Officer Policy, Procedures, Guidelines
3. Hotline Phone Number Options

d. Outreach Committee

Richard Bickel received the invitation to the IESMA Conference, which will be April 24-26, 2024. Tom Foust is working on a draft of the next survey to use when calling all the agencies.

Tom Foust has been presenting on ISARC to Medical Reserve Corp (MRC) and donating the funds, minus travel expenses, to ISARC.

VIII. Board Workgroups

a. ISARC Newsletter

Carol Lussky will add information on ICS300 and LPB to the newsletter and hopes to have this out in the next few days.

IX. For the Good of the Organization

- a. A motion to adjourn at 10:48 was made by Liz Brady and seconded by Jim Hilgenberg. Motion passes.