

**ISARC Board Meeting  
May 7, 2022, 0900  
Illinois Valley Community College**

I. Call to Order

The May 7, 2022, ISARC Board meeting was held at Illinois Valley Community College. The meeting was called to order at 0916 by Chair Jason Buckley. Members physically present at the meeting were Vice-Chair Richard Bickel, Treasurer Carol Lussky, Secretary Dawn Watson and Board Members Beth Drendel and Domingo Kaller. Members present by Zoom were Chair Jason Buckley. Also physically present were guests Tom Foust from LaSalle County, Kim Gotte from Kendall County, and Jim Hilgenberg from Coles County. Board member Mike Crews was absent.

II. Approval of Minutes from April 2022 Board Meeting

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

III. Treasurer Report

a. April 2022 Reconciliations and Treasurer's Report

The starting balance is \$23,913. Activity included deposits of dues and \$0.15 in interest and expenses for Comcast, Dropbox renewal, I Am Responding, and VFIS. The ending balance is \$23,808.18.

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

Carol started the renewal with the Secretary of State's Office. Carol Lussky is changing ISARC's official address with the Secretary of State to the Peru Rescue Station address.

b. DUNS number

Federal grant programs no longer require a DUNS number. These grant programs are now requiring their own assigned number.

Attorney General Finance Report should be completed soon and mailed in.

c. 2022 Member Agency Invoicing

Notices were sent out mid-April. There are 37 agencies that have renewed so far. Boone County has not paid their membership fees yet and still needs to pay for the Man-Tracking class.

IV. Public Comments

None

V. Old Business

a. IPEMA – M. Crews

Jim Hilgenberg indicated that IPEMA will not be offering the same functions as IESMA. IEMA is looking for a more reliable IMAT team, which is why they moved to IPEMA.

b. Strategic Plan

Suggested changes include:

- Removal of Board Member Names and Membership since these are not pertinent to the document and are constantly changing
- Indicating a timeline for review of the Strategic Plan, which is every two years

The Board agreed that the goals are good, but it was suggested to think bigger. Goals still need to be attainable. It was suggested to think about Smart Objectives and tactics to reach those goals.

It was suggested to have training focus on having lead instructors in every member agency, which may help agencies to better sustain, and allow for better scheduling.

An increase of 10% in membership is more attainable than having all counties join ISARC.

The outreach survey showed that agencies want better communication and to find value in ISARC membership. Value includes training and mutual aid. ISARC needs to work on getting trainings going. Things are normalizing after COVID. There have been both a BNAV and GSAR trainings scheduled each month. If BNAV is offered enough, it is no longer a stumbling block to GSAR.

ISARC needs to continue to develop an instructor base.

Beth Drendel mentioned that one participant in the Naperville GSAR last Saturday indicated that he remembered how to navigate around an obstacle because he learned it in BNAV just the previous week.

ISARC is not paying for the ASTM standards. The ASTM standards are in ISARC's Dropbox and are reviewed when Curriculum is reviewed. Kim Gotte is a member of ASTM and NFPA, so ISARC gets these documents from her.

It was suggested that the MOU should have been MOA, since every organization should have an MOA with their membership. The MAR Committee will continue to work on the revising this based on the suggestions from agency members. This is still a priority, but not a top five priority.

Dawn Watson will make suggested changes to the Strategic Plan and bring the revised copy to the next meeting.

VI. New Business

a. Website Updates

1. Resources – Incident Forms

Kim Gotte sent the forms to Dawn Watson recently, so these will be updated on the website.

2. Info Requests

It was suggested to add a field for County. Having this information will make it easier to refer inquirers to the agencies in their area.

3. Donation Links

It was recommended to indicate that a PayPal donation is tax deductible and that ISARC has a partnership with Amazon through Amazon Smile. Amazon Smile will donate 0.5% of your purchase (without charging you anything more) to ISARC. It was also suggested to make the donation information bolder and bigger.

b. Information Requests

Domingo Kaller will respond to the Lake County radio interview request. Kim Gotte responded to Aaron Miller. Carol Lussky responded to the request for volunteering to get "lost" for K9s.

1. Uniform responses

It was suggested to have uniform responses to Information Requests. The Board agreed and will create these, with the understanding that not every Information request will fit a uniform response.

Kim Gotte asked if it was pertinent to put info on agenda. Board members indicated that having these on the agenda shows that the Board is actively responding.

c. Search Requests and Results

There was a search in Stevenson/Carol/Ogle, which was a continuation from a search conducted last November. Over 10,000 hours have been put into this search.

There were no other valid search requests.

d. Approvals

1. Instructors

A motion to accept Tom Foust as a lead instructor for SARIO was made by Carol Lussky and seconded by Beth Drendel. Motion passes.

2. Member Agencies

Cook County Sheriff's Office will be submitting an application once their Chief signs it. The Sheriff's Office is insisting on having a separate membership from Cook County Homeland Security. ISARC does not require agencies in the same county to have separate memberships.

3. Supporting/Honorary Membership

This topic can be removed from the agenda.

e. Committees

1. Conference Committee

The Conference Committee will meet after the Board meeting.

2. Curriculum/Training

a. Instructor Updates Date

Instructor updates are scheduled for May 23 and June 7 at 7pm and June 18 at 10am. Kim Gotte will send the instructors an email. Kim Gotte will discuss the VFIS Sexual Harassment training requirement during the Instructor Updates.

b. Requests for Training

Lee County has requested a BNAV. Kim Gotte will talk to Tom Foust regarding dates since Lee County meets on Wednesdays.

Fayette County would like a BNAV in June. Kim Gotte will check on the date.

Washington County had a BNAV scheduled for 5/21/22. ISARC could not get a lead instructor for 5/21, so Washington County is going to submit additional dates.

Cook County Sheriff's Office has a BNAV for June 1, pending payment. Tony Sondgeroth is lead instructor for this class.

Groups.io will be used to communicate with instructors. Carol Lussky and Kim Gotte will continue to work on this.

3. Mutual Aid – Resource Guide Review

a. Committee Chair

Richard Bickel, Kim Gotte, and Matt Noar are the current members. Motion to accept Richard Bickel as chair of the MARC was made by Carol Lussky and seconded by Domingo Kaller. Motion passes. Beth Drendel also joins the committee.

b. Memorandum of Agreement

No progress since the committee has not met.

4. Outreach

The Outreach Committee is working on a draft of a letter to the Sheriff's and will submit that to the Board for review.

Tom Foust questioned whether Jason Buckley will make a connection with Fulton County to see if they are willing to return to ISARC.

f. Board Discussion Workgroups

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

Kim Gotte will be updating the procedures to include information on the I Am Responding program.

2. I Am Responding (IAR) Plan

There are still some counties that have not responded to ISARC's request to submit points of contact for I Am Responding for callouts. It was suggested to send a test message once a month, on the 1<sup>st</sup> of the month. It will be required to respond for ISARC's tests.

3. ISARC Newsletter

Carol Lussky would like to send out the next newsletter in May. Kim Gotte has a radio article to submit. Jason Buckley needs to submit a "Chat from the Chair".

Anyone can submit articles, team biographies, etc. for the next newsletter.

VII. SARC History – Board of Directors, Member Agencies, Call Outs, Etc.  
No updates.

VIII. For the Good of the Organization

A motion to adjourn at 1036 was made by Richard Bickel and seconded by Carol Lussky. Motion carries.

Respectfully submitted,  
Dawn Watson  
ISARC Board Secretary