

ISARC Board Meeting
May 6, 2023, 0900
Zoom

I. Call to Order

The May 6, 2023, ISARC Board meeting was held via Zoom. The meeting was called to order at 0906 by Chair Richard Bickel. Members present were Chair Richard Bickel, Treasurer Carol Lussky, Secretary Dawn Watson, and Board Member Jim Hilgenberg. Also present was Outreach Committee Chair Tom Foust, Curriculum and Training Director Kim Gotte, and Training Scheduler Tony Sondgeroth. Also present were Allen Matza from Will County, Ben Thompson from McDonough County, and Domingo Kaller representing IPEMA. Board Members Mike Crews and Beth Drendel were absent.

II. Public Comments

A. IPEMA sent an ILIMS Non-Member Affiliate Mutual Aid Agreement to ISARC. The agreement requires insurance for the members, but ISARC does not supply insurance. Richard Bickel has discussed IPEMA with Mike Crews and several other EMA directors. It was suggested that ISARC be careful about jumping onto a political band wagon. Domingo Kaller will bring ISARC's questions back to Mike Crews and Mike Belmonte for clarification.

B. Allen Matza requested clarification on IAmResponding and agency responsibilities. Will County has its own IAR account and only responds as an agency to ISARC callouts. Will County also has their own IAR and uses it as a SAR mutual aid, outside of ISARC. There was some confusion with other agencies that thought Will County should have sent out a mutual aid IAR request, in addition to the request from ISARC.

III. Approval of Minutes from April 1, 2023, Board Meeting

A few changes to the minutes were suggested: adding Tom Foust's last name in the Call to Order section. FSU should be IFSI and Poke should be Polk.

A motion to accept the minutes with these changes was made by Carol Lussky and seconded by Jim Hilgenberg. Motion passes.

IV. Treasurer Report

a. April 2023 Reconciliations and Treasurer's Report

Expenses include Insurance for the ISARC Board in the amount of \$2400 and the Dropbox subscription in the amount of \$199.

Membership dues and interest in the amount of \$474.50 were deposited.

A motion to accept the April Treasurer's Report submitted by Carol Lussky was made by Dawn Watson and seconded by Jim Hilgenberg.

Carol Lussky strongly suggests that ISARC develop some revenue streams since expenses continue to exceed revenues.

- b. 2023 Member Agency Invoicing
There are a handful of long-time members that haven't been paid the 2023 dues yet. Forty-seven agencies have paid.
- c. Year End Reports
Year-end reports are in progress.
- d. Taxes
Taxes were filed last week. Carol Lussky received the check back from the Attorney General's Office. The Attorney General's Office indicated that ISARC does not meet the financial requirements (only if over \$25,000 in assets), so ISARC needs to file but does not need to send a check. Carol Lussky just received the Secretary of State non-profit statement and will fill that out and return it.
- e. Chase account
Carol Lussky indicated that Jason Buckley will be removed as a signer for the Chase account. Dick Bickel will be added to the account. This topic will be continued next month.

V. Old Business

- a. Bank CDs
Carol Lussky investigated investing in CDs. CDs are available for \$5000 at 2.8% for 6 months or 1 year. This would leave \$13,000 in the accounts.

A motion to put \$5000 in a bank CD for 6 months was made by Dawn Watson and seconded by Jim Hilgenberg.
- b. Email accounts
Dawn Watson has not contacted Zoho yet.
- c. Proposed changes to bylaws
No updates currently.
- d. Membership Application Renewals
Membership application renewals will be sent out again. Very few renewals have been received so far.
- e. IESMA Summit
Tom Foust and Dick Bickel represented ISARC at the IESMA conference on Thursday. Dawn Watson and Tony Sondgeroth represented ISARC at the IESMA conference on Friday. Lemont County EMA indicated that they still want to be members and did not realize they haven't renewed in the past couple of years. Dawn Watson will send them a renewal application and Carol Lussky will send them the invoice.

Tom Foust has been in contact with Kankakee County.

f. Use of Curriculum Materials by member agencies

John Bennett was given permission to use ISARC materials with his curriculum but the restriction to not make changes to the curriculum was taken literally by Dawn Watson. This was discussed further, and the Board agreed that ISARC agency members can take slides from the ISARC Curriculum and include them in the agency's PowerPoint slides without making changes to the information and keeping the ISARC logo on those specific slides.

VI. New Business

a. IAmResponding administrators

Jason Buckley will be removed as an administrator for IAR. ISARC needs IAR representatives for Peoria County Sheriff's Office. Hopefully ISARC will get this information from the membership renewal application.

Dick Bickel indicated that there should be three administrators on IAmResponding. Administrators only need to add/remove people to the account.

A motion to add Dawn Watson as an administrator to IAmResponding was made by Richard Bickel and seconded by Jim Hilgenberg. Motion passes.

b. June and July meeting

The June Board meeting will be moved to sometime during the 1st week of June, but not 6/7. The July Board meeting will be during the week of the 10th. Dawn Watson will send an email to the Board members requesting availability and determine the best options.

c. ISARC Social Media Policy

Dawn Watson has some concerns about posts she has seen on Facebook regarding ISARC searches.

The Board agrees that group pictures at staging with no details are okay. Information about the search should not be published. It was stressed to never post pictures or information regarding the missing. It was also suggested to turn off comments and to not mention whether the search is a recovery or live search.

It was suggested to resend the ISARC Social Media Policy to all Points of Contact and SAR Representatives.

d. Information requests

Three information requests have not been answered.

Two of the info requests were from members of the us-vrc.org. Kim Gotte asked the Board for guidance on how to respond to these. The agencies have never worked with an EMA to get sponsorship. Kim spoke with them and told them they needed to get associated with an agency that can vouch for them. These info requestors have also called the hotline.

e. Search Requests and Results

Since the last meeting, there have been one formal search request on 4/25 from the Town of McHenry. The Hot Line received a call last night for a search in Wayne County but called back soon after indicating the person had been found.

f. Approvals

1. Instructors

Eight (8) people attended the GSAR train-the-trainer class on April 15, 2023: Elizabeth Brady, Robert Werderitsch, Andrew Tolczyk, Jorge Uribe, Linda Keen, Rob Kelly, Phil Falson, and Kurt Clifford

A motion was made to accept these eight participants as new GSAR instructors was made by Jim Hilgenberg and seconded by Dawn Watson. Motion passes.

The following BNAV instructors have completed all the requirements to be promoted to BNAV Lead Instructor: Dawn Watson and Elizabeth Brady. Bill Pickett and Robert Werderitsch have also completed all the requirements, except for the Introduction section, to be promoted to BNAV Lead Instructor.

A motion to accept these four instructors as BNAV Lead instructors was made by Jim Hilgenberg and seconded by Carol Lussky. Motion passes.

Beth Drendel has finished the requirements to be promoted to GSAR Lead Instructor.

A motion to accept Beth Drendel as a GSAR Lead Instructor was made by Jim Hilgenberg and seconded by Carol Lussky. Motion passes.

Andrew Simerson has come back from leave and needs to go through the process of being a new member for his agency. He led a GSAR last August or September and a BNAV in 2021. Kim Gotte will provide verification to allow Andrew Simerson to continue as a lead instructor.

Dawn Watson requested that all the paperwork regarding instructors and when/what they taught and the database of participants and the classes they have taken (BNAV, GSAR, etc.) be placed on Dropbox. Currently, Kim Gotte is the only one who has access to this information. Kim Gotte will investigate the amount of space that is currently in use for all this information.

2. Member Agencies

No new member agencies currently.

VII. Committees

a. Conference Committee

1. Next meeting

The next meeting will be held May 22, 2023, 7pm, via Zoom.

2. Future Conference Locations

ISARC members will be visiting the 4H Camp in Monticello on June 16 at 11:00am. Eagle Crest Camp has indicated that they are not taking any reservation currently due to a change in management.

3. Auction email
Dawn Watson sent the Board a copy of the donation letter that Linda Keen would like to send to the ISARC PoCs. The Board approves this.
 4. Conference Sessions
The Conference Committee is working on sessions. Kim Gotte is working with the AFRCC to get a 3-day BISC for the conference.
- b. Curriculum/Training – Kim Gotte, Chair
1. Training Requests and Scheduling – Tony Sondgeroth
Over 99 people have been trained in BNAV to date.
Tony Sondgeroth is trying to schedule GSARs and is contacting the agencies so that they share a GSAR, but not having much luck with teams wanting to share trainings.
 2. 2022 Year End Report
153 BNAV participants, 82 GSAR participants, and 39 SARIO participants in 2022.
 3. ISARC Regional Trainings
Tony Sondgeroth will create a proposal for the next Board meeting.
 4. Curriculum Updates
 - a. GSAR
There have been two beta tests of the revised GSAR curriculum.
 - b. SARIO
SARIO has been updated.
 - c. SARM
The Curriculum Committee will meet on May 31 to start on SARM.
 - d. BNAV TTT
Future action.
 - e. GSAR TTT
Future action.
- c. Mutual Aid Resource Committee – Dick Bickel, Chair
1. Memorandum of Agreement
No progress.
 2. ISARC Hot Line/Duty Officer Policy, Procedures, Guidelines
The Board needs to review the procedures.
 3. ISARC Hot Line Responders
The Board agrees that there should be three people available on the Hot Line.
- Kim Gotte will discuss Hot Line/Duty Officer position with some people that can handle the responsibilities of the position.

d. Outreach Committee – Tom Foust, Chair

Tom Foust has been trying to reach Kankakee County, Adams County, and Fulton County.

Tom Foust has been sending thank-you cards to all agencies that have hosted classes.

VIII. Board Workgroups

a. ISARC Newsletter

Hopefully, a draft will be done tonight.

IX. For the Good of the Organization

Richard Bickel is receiving feedback from different groups and county agencies that have more than one full-time staff that think ISARC also has full-time staff and comparing ISARC to ILEAS and MABAS. ISARC needs to beat the drum explaining that we are all volunteers.

A motion to adjourn the meeting at 1147 was made by Dawn Watson and seconded by Jim Hilgenberg.
Motion passes