

**ISARC Board Minutes**  
**September 7, 2024, 9:00 am**  
**Zoom**

I. Call to Order

The September 7, 2024, ISARC Board meeting was held via Zoom. The meeting was called to order at 0902 by Vice-Chair Jim Hilgenberg. Members present were Vice-Chair Jim Hilgenberg, Secretary Dawn Watson, Treasurer Carol Lussky, and Board Members Scott Garrett and Beth Drendel. Board members Richard Bickel and Liz Brady were absent. Also present were Tom Foust, Outreach Committee Chair, Linda Keen from Kendall County EMA, and Tim Killen from Boone County.

II. Approval of Minutes from August 3, 2024, Board Meeting

A motion to approve the August 3, 2024, ISARC Board minutes, with a minor change to the attendance list, was made by Beth Drendel and seconded by Scott Garrett. Motion passes.

III. Treasurer Report – tabled until next Board meeting

- a. July and August 2024 Reconciliations and Treasurer’s Report
- b. 2024 Member Agency Invoicing

IV. Public Comments

None

V. Old Business

a. Elections

Nominations are due by midnight on 9/9/24. Nominations have been received from Jim Hilgenberg for Region 9 and 11, and Carol Lussky, Allen Matza, Mike Crews, and Tim Killeen for the two at-large positions.

Dawn Watson reminded Board members to submit their nominations if their position is up for re-election and they wish to re-apply.

b. Amazon Business – no progress

VI. New Business

a. Search Requests and Results

- 1. Sheridan - found
- 2. Crete - found
- 3. Roscoe – not found

b. Approvals

1. Instructors

a. Linda Keen – GSAR Lead Instructor

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

b. Mark Hinch – extension of BNAV Lead Instructor

A motion to extend the two-year teaching requirement for Mark Hinch was made by Scott Garrett and seconded by Dawn Watson. Motion passes.

## 2. Member Agencies

### a. Hancock County – Application received 8/30/24

A motion to approve the application from Hancock County, upon payment, was made by Dawn Watson and seconded by Scott Garrett. Motion passes.

## VII. Committees

### a. Conference Committee

There are 27 signed-up, of which 6 are Conference or Board Members. Only two people are currently registered for LPB. Boone County will be registering 13-15 people. Kane County will be registering 2-3 more.

All merchandise has been ordered. The conference T-shirt has been selected. Beth Drendel will send the proofs of the T-shirt to Dawn Watson to put on the website for pre-orders.

Attendance needs to be confirmed to LGCC at least two weeks prior to the conference.

The Mayor of Carol Stream donated \$500. Vactor and Ground Up both donated \$100. The mayor knows that the donation was not submitted in time to get put on the conference t-shirt.

If the conference is cancelled, ISARC will figure out a way to still hold the auction.

Boone County is giving a 4-day, 3-night stay in Clearwater, FL to the auction. Minimum bid is \$300. Tim Killeen will send the conference committee a video of the house to showcase it.

### b. Curriculum/Training

#### 1. Updates from Training Scheduling Team

The Training Scheduling Team had a kick-off meeting on 8/18/24. Members include Gaby Bontea, Linda Keen, Matt Roop, and Beckie Headrick, with Tom Foust as their coach. The next Zoom meeting is still being scheduled.

ISARC is working on developing instructors in Southern Illinois. New instructors from Southern Illinois will have to travel to get the instructor requirements completed.

#### 2. GSAR TTT – 9/14/24

There are seven people registered, but three have not submitted recommendations from a GSAR Lead Instructor yet.

Beth Drendel gives a recommendation for Tim Killeen to attend the GSAR TTT.

Dawn Watson will send a list of GSAR instructors to Tim Killeen for Deb Novak to reach out to. Scott Garrett will reach out to Kevin Schraeder to see if he would recommend Eric Schildkraut, with South Lake County Cert.

The updated Instructor Requirements will be uploaded to the website. Information on requirements to attend trainings will also be posted on the website.

Scott Garrett and Tony Sondgeroth are the instructors for this class.

#### 3. ISARC Forms

The ISARC forms are coming along very well. Dawn Watson will be putting the completed forms on the ISARC website and emailed to the SARM participants.

#### 4. SARM Training Date – 1<sup>st</sup> quarter of 2025

ISARC is looking for additional SARM instructors.

5. Training Registration Options

The Training Scheduling Team will investigate options. RegFox is an option. Carol Lussky and Dawn Watson will work on getting this set up.

c. Mutual Aid Resource Committee

1. Memorandum of Agreement

No progress

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

Tony Sondgeroth has been added to the Hot Line. Dawn Watson and Carol Lussky will get together to add Carol to the Hot Line.

The Procedures needs a flowchart or a step-by-step outline.

3. ISARC Resource Guide

It was suggested to change the name from Membership Application and Resource Guide to Annual Renewal form and include it with the invoice. This will be put on the October board. A deadline for submitting renewals needs to be added to the renewal form.

d. Outreach Committee

1. Potential Memberships

- a. Chicago CERT – Carol Lussky sent an invoice. An application has not been received.
- b. Mt. Zion – Tom Foust will reach out to them again.
- c. St. Clair MRC – Tom Foust spoke with them, but his original contact has left that agency. Monroe County just got a grant from the MRC to join ISARC, get training, and helping pay for travel and room/board expenses for instructors. Contact is Marsha Wild.
- d. Jacksonville/Morgan – Interested in SARIO class. No request received yet. They are in the middle of a 911 project and will not be able to do anything until that is completed.
- e. Tri-County – Carroll, Stephenson, and Jo Davies – no progress.

2. Information requests

All information requests have been answered. Carol Lussky will check with Kim Gotte on whether one information request has been fully answered.

3. IEMA Conference

Tom Foust spent a lot of time talking with agencies regarding training options and building instructors in Southern IL.

Tom Foust talked with Mr. Moore, Assistant Director of IFSI, who indicated that he had heard ISARC was upset with IFSI. There was a discussion about their Wilderness Search Program. A compromise was made to include ISARC in the presentation and PowerPoint.

Tom Foust and Linda Keen did a great job as representatives for ISARC at this conference.

An instructor from Harper College, Palatine, teaches drone classes and is interested in being involved with ISARC.

A person who does grant writing also met with Tom.

DeWitt County EMA will try to attend the conference.

Tom Foust has created a packet including the La Salle County Team Application, member responsibilities, leader responsibilities, and recruiting and retention of members presentation, to give to potential teams.

Carol Lussky is going to meet with the Winnebago Police Chiefs to discuss ISARC.

#### VIII. Board Workgroups/Projects

a. ISARC Newsletter

Carol Lussky has not received any content to create a newsletter.

b. Bylaw updates

No progress

c. Email and file sharing options

No other options that are affordable have been found yet.

d. Trademark

Richard Bickel contacted his State Attorney regarding trademarking. The State Attorney has not had time to investigate.

e. Lost Person Behavior Instructor Training – pending training dates/locations

Will County is still investigating grant funding to bring Robert Koester to IL.

John Bennett is going to VA to become a LPB trainer. Kane County is investigating sending Beth Drendel to the training.

#### IX. For the Good of the Organization

Jim Hilgenberg thanked everyone for their hard work for the benefit of ISARC.

A motion to adjourn the meeting at 11:02 am was made by Carol Lussky and seconded Dawn Watson. Motion passes.