

ISARC Board Minutes
October 5, 2024, 9:00 am
Illinois Valley Community College, CTC-124, and Zoom

I. Roll Call

The October 5, 2024, ISARC Board meeting was held at Illinois Valley Community College and via Zoom. The meeting was called to order at 0911 by Chair Richard Bickel. Members present were Chair, Richard Bickel, Vice-Chair Jim Hilgenberg, Secretary Dawn Watson, Treasurer Carol Lussky, and Board Members Liz Brady and Beth Drendel. Board member Scott Garrett was absent. Also present were Tom Foust, Outreach Committee Chair, Linda Keen from Kendall County EMA, Sean Madison from St. Charles EMA and Tim Killen from Boone County.

II. Approval of Minutes from September 7, 2024, Board Meeting

A motion to approve the September 7, 2024, minutes was made by Liz Brady and seconded by Beth Drendel. Motion passes.

III. Treasurer Report

a. July, August, and September 2024 Reconciliations and Treasurer's Report

Tabled until November

Outgoing expenses include the table cover and the merchandise for the conference.

b. 2024 Member Agency Invoicing

Tabled until November

IV. Public Comments

None

V. Old Business

a. Election Results

Carol Lussky and Allen Matza received the most votes for the At-Large positions. Jim Hilgenberg has been re-elected, as the only candidate for Regions 8, 9, and 11.

b. Amazon Business

Nothing to report.

VI. New Business

a. IAR number of contacts

Multiple agencies have requested to have a third agency representative to I Am Responding. A motion to allow a third agency representative to IAR was made by Beth Drendel and seconded by Carol Lussky. Motion passes.

Dawn Watson searched previous notes but did not find anything in the minutes indicating why IAR representatives were limited to two.

b. Membership Renewal form and letter

The Membership Renewal letter was sent to all Board members. It was requested for the Board members to review the letter and send comments to Dawn Watson by the November Board meeting.

Dawn Watson will investigate using an electronic form, such as Google Forms, for renewals. Electronic signatures will also be investigating. An option is to have a statement "by typing your name in the box below..."

The membership application form for new members will be a separate document, requiring a signature.

c. Search Requests and Results

Douglas County, Champaign County, and Coles County – evidence search.

d. Approvals

1. Instructors

a. GSAR TTT attendees

A motion to approve Gaby Bontea, Steve Hammerich, Tim Killeen, Kent McCanless, Matt Roop, and Scott Thompson as GSAR instructors was made by Beth Drendel and seconded by Jim Hilgenberg. Motion passes.

2. Member Agencies

Apple River, Hancock County were approved as member agencies but have not paid yet. They will be invoiced in January for 2025 membership.

VII. Committees

a. Conference Committee

There are 62 registrations, with 13 people attending LPB.

We have released Joy cabin and will be using 3 Oaks Lodge and Love cabin.

Moulage and Stop the Bleed (Session 2) were cancelled. The Alzheimer's class was scheduled to be cancelled but this was not indicated on the registration form. There are now 5 people registered for class. Kim Gotte is checking with the presenter to see if she wants to present or not.

Tom Foust has 48 cornfield hats from Cortova. Cortova gave Tom Foust a website where teams can order their own hats.

Beth Drendel has two compasses that were donated because they don't like using them. Beth Drendel is donating them to ISARC to use at the conference and then put in the BNAV kit.

i. Conference next year

Little Galilee would like to know if ISARC is going to hold our conference there next year. It was suggested to cancel the 2025 conference and have conferences every other year. The AFRCC 3-day conference will be scheduled for 2026.

A motion to cancel the 2025 conference and focus on 2026 conference was made by Liz Brady and seconded by Jim Hilgenberg. Motion passes

What sessions do the members want? Do they want a conference in Fall or Spring? Is it the location, lodging, food? Do we want to rotate between north and south regions?

ii. Annual Membership Meeting Agenda

Sign-up sheet at the registration table for newsletter, surveys, etc.

The Annual Membership Meeting Agenda and PowerPoint were reviewed and approved.

b. Curriculum/Training

i. Updates from Training Scheduling Team

a. Regional Trainings

There have been two meetings. The Training Committee decided to hold a BNAV and GSAR in each of three regions (North, Central, South) twice a year, once in the Spring and once in the Fall.

BNAV Spring sessions will be held in Washington County, Piatt County, and Kendall County.

GSAR Spring sessions will be held in Clay County, McLean County, and Carol Stream.

Dates have not been decided yet. Agencies can still request trainings but requests beyond the regional trainings will be charged for mileage, hotels, and food for the instructors.

Medical Reserve Corps (MRC) want to take ISARC trainings, but we don't know if they will be searchers or support personnel. The MRC received a grant for trainings and membership.

- ii. Training Registration Options
No updates on RegFox.

- ii. BNAV TTT – 10/19
There are only two registered. The BNAV TTT will be rescheduled.
The Training/Curriculum Committee will create a TTT instructor requirements section for the ISARC Instructor Requirements document.

- iii. SARM Training Date – 1st quarter of 2025

- iv. Forms
A motion to approve having the ISARC forms on the ISARC website, available for anyone to use, has been made by Carol Lussky and seconded by Liz Brady.

The Board indicated that it is not necessary to bring printed copies of the forms to the conference, as they are now or will be available on the website.

- c. Mutual Aid Resource Committee

- i. Memorandum of Agreement
MRC are asking if ISARC has a Mutual Aid Agreement. It was suggested to use a template from MABAS, IESMA, or ILEAS. These agreements are already legally

Beth Drendel mentioned that, at a search, there were questions regarding whether searchers are fingerprinted and trained to search. She indicated that ISARC may run into this situation more frequently.

- ii. ISARC Hot Line/Duty Officer Policy, Procedures, Guidelines
No updates

- iii. ISARC Resource Guide
No updates
ILEAS has an extensive resource guide that is sent to local sheriff offices.

- d. Outreach Committee

- i. Potential Memberships
 - a. Chicago CERT

- b. Mt. Zion
- c. St. Clair/Monroe County
- d. Jacksonville/Morgan – Interested in SARIO class. No request received yet.
- e. Tri-County – Carroll, Stephenson, and Jo Davies
- f. Sangamon County, Monroe County, Schaumburg
- g. Ford County
- h. Iroquois County
- i. Kankakee County

ii. Information requests

All information requests have been answered except for the sales pitch.

iii. Winnebago

Carol Lussky presented to the Winnebago Chief of Police Meeting.

VIII. Board Workgroups/Projects

a. ISARC Newsletter

Carol Lussky plans on sending out a newsletter after the conference.

b. Bylaw updates

No updates yet.

c. Email and file sharing options

Nothing has been found yet to solve the issues with GoDaddy and Dropbox.

d. Trademark

Richard Bickel spoke with his State's Attorney, who indicated that trademarks are beyond his knowledge. He indicated to use a watermark, which ISARC already uses.

e. Lost Person Behavior Instructor Training – pending training dates/locations; possibly Will County
Richmond, VA – November 15-17, 2024

IX. For the Good of the Organization

The ISARC Board thanks Beth Drendel for her 2+ years of service.

A motion to adjourn at 11:27am by Carol Lussky and seconded by Richard Bickel. Motion passes.