



ISARC Meeting Minutes – January 3, 2026

Called to order: 9:33am

Present: Jim Hilgenberg, Carol Lussky, Liz Brady, Allen Matza, Tim Killeen, Linda Keen, Bob Werderitsch

On Zoom: Kim Gotte, Tom Foust

II. Meeting Minutes:

- Minutes from the previous month were reviewed and accepted with minor amendments regarding unpaid dues from 2025 will not be back-billed for members paying in 2026 - Motion by Allen Matza 2nd Carol Lussky

III. Treasurer Report:

- Notable expenses included a \$4.56 PayPal fee for a \$200 donation to ISAR, a P.O. Box renewal, and a GoDaddy domain name renewal.
- Report accepted as written – Motion by Liz Brady 2nd Tim Killeen
- Various counties (Montgomery, South Lake, Lockport) have moved 2025 dues to 2026
- A discussion occurred regarding late fees and the legality of counties being exempt from them

IV. Public Comments - None

V. Old Business:

- **Policy & Procedures:**
 - Work is halfway completed on reviewing policies. They will be uploaded to Board File on website once approved.
 - Reviewed/edited policies will be emailed to Board for input and will be voted on at following Board meeting.
 - The Code of Conduct and Code of Ethics are already live on the website as they are required for membership, which agencies acknowledge when they become members to comply with the Bi-laws and Code of Ethics.
- **Strategic Plan:**
 - Corrections were noted for a misspelled last name and the meeting start time (9:30 AM). Changes were made and sent to Carol to post – Motion by Carol Lussky 2nd by Allen Matza
- **Southern Region BNAV Kit:**
 - A third BNAV kit is being built for the Southern Region. Kim to send list to Jim
 - Request made for a standardized list and photos of existing kit contents to ensure consistency.
 - Significant costs include compasses (Silva 2.0 Range) which cost approximately \$50 each – 5 to be purchased
 - The board approved a budget of \$300 not to exceed \$500 for the kit – Motion by Liz Brady 2nd Tim Killeen

VI. New Business:

- Searches** – Chicago PD regarding missing woman but she was found
- Information requests** – from soon to retire Chicago PD which Kim followed up with
- CEU Credit** - Investigation into obtaining EMT/First Responder CEUs for ISAR classes is ongoing
 - Previous attempts were halted because the state required event-specific applications rather than blanket approvals for a curriculum
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- Starcom21 Radio Cache**
 - An offer was made for 18 Starcom radios (3 caches of 6) for regional use
 - Decision: The board declined because of the expenses since it exceeds the current income stream to offset the expense.
 - Agencies will continue to rely on regional ITEC trailers and local command posts for radio support.

VII. Approvals

- Instructors – None
- No new member agencies – Fulton, Schuyler, McDonnell and Mason are trying to get combine to make a team
- 2026 Agency Renewal went out January 1st. Change Kendall County to Roger Bonuchi

VIII. Committee Chairs:

- Committee Membership**
 - New Committee members shall be approved by board which is required by the Bylaws – Motion by Carol Lussky 2nd by Liz Brady
- Conference Committee:**
 - Planning for the 2027 conference is beginning
 - Keynote speaker ideas are needed by March to ensure availability
 - A survey will be conducted to determine if membership prefers a traditional conference or a "SAR Olympics"

- Current camp doesn't have a meeting room to hold the AFRCC for the time we will be there – looking at previous held classes to decide what to hold instead of the AFRCC

c. Curriculum/Training Committee:

- The sub-committee is reviewing the current BNAV and GSAR class to see if it can be shortened
- "Intro to SAR" (SARIO) course is being refined, for the general community to build interest and resource awareness.
- BNAV scheduled for March 14 in Macon County
- SARM class scheduled for January 24–25
- Discussion on the need for more frequent GSAR classes to avoid long wait times (currently 5 months between sessions)

d. Mutual Aid:

- The Mutual Aid Resource Committee is working on a revised Memorandum of Agreement (MOA)
- The draft will be sent to the board first, then the membership for feedback, with final approval planned for the annual meeting
- Written Policy, Procedures, Guidelines will be sent to board for approval

e. Outreach:

- New letters were sent to various counties; however, several were returned as undeliverable (Clark and Fayette Counties)
- Survey will be completed by February 1

IX. Board Workgroups/Projects

- Working committee excel sheets will be put on google sheets for each chair to update completion of projects and enter in new projects

X. Good of Organization:

a. Training Improvement

- There is a recognized need to improve instructor quality through better "Train the Trainer" programs
- Discussion focused on teaching adult learning concepts (visual, auditory, kinesthetic) rather than just technical material
- Suggestion made that new instructors should shadow experienced leads or serve as Field Training Officers (FTOs) before being authorized to lead classes

Motion to Adjourned: 11:49am – Motion by Tim Killeen 2nd Carol Lussky