

Chief Jeff Macko
President

Mutual Aid Box Alarm System



Chief Robert Bradbury
Vice-President

McHenry County Division 5

A/D Robert Ellsworth
Secretary

www.mabas5.org

Chief James Moore
Treasurer

MABAS Division 5 Meeting February 12, 2014 Cary FPD

The meeting was called to order by President Macko at 1225 hours. Chief Macko welcomed everyone to their newly remodeled training room. The pledge of allegiance was recited followed by a moment of silence for Woodstock FF/PM Michael Wurtz. Chief Macko also asked that members keep Joe Teson in their thoughts as he recovers.

Motion by A/C Frazier second by D/C Kreher to approve the minutes of the December 18, 2013 meeting. Passed.

Treasurer's Report: Chief Moore sent the 2013 Financial Overview and the February Treasurers report:

<u>February 2014</u>	<u>General Funds</u>
Previous Meeting Ending Balance	\$9,635.49
Disbursements (detail below)	\$0.00
Deposits (detail below)	
Check Account Balance	\$9,635.49
POD Funds	\$500.00
Total Available Funds	\$10,135.49

Motion by D/C Laufer second by Chief Huemann to approve the February 2014 Treasures Report. Passed.

Executive Board: Chief Macko reported that MABAS-IL has 2 new employees. Chief Joe Cluchey, retired fire chief from the South Elgin Fire District, will be assuming the currently vacant Operations Section Chief position. Chief Glenn Ericksen, retired fire chief for the Village of Arlington Heights, has been selected to fill the pending vacancy of Administrative Section Chief.

Group Reports:

Box Cards: A/D Ellsworth reported (2) departments need to edit box cards for Rehab North or Rehab South.

Communications: Chief Caudle asked departments to turn in their paperwork for the fire program to ETSB. The Firehouse contract is being reviewed by the States Attorney.

Training: D/C Horist reported the next meeting will be April 3rd. Please send updated contacts for Training Officers to him.

Prevention: No Report.

Operations: Chief Huemann reported the only change to the SOG on the Responsibilities for Management/Use of MABAS Assets: #4 The stricken department is encouraged to resupply the asset prior to returning the asset to the housing department.

Motion by D/C Kreher second by Chief Caudle to approve the SOG on the Responsibilities for Management/Use of MABAS Assets with the change. Passed.

EMS/Rehab: Chief Tobiasz reported that he and Chief Gallas will host rehab training for EMA and MRC Volunteers on February 26th at 7pm at Richmond. EMA will coordinate using the Rehab South Trailer for this training.

I-Mat: No Report.

By-Laws: No Report.

Chaplain's Group: Rev. Schalk reported the first quarter training had been postponed. The training will be held on February 28th from 9-11:30 at Good Shepherd Hospital. Topics will include Fire Chaplains/Hospital Chaplains, Comfort Dogs, and Advanced Directives Notifications. Second quarter training will probably be with the Coroner's office.

Rev. Schalk will be a presenter at the MABAS-IL conference highlighting the importance of the chaplains group within MABAS and will use Division 5's SOG as an example.

Rev. Schalk discussed how the system is working even departments outside of our division. He was able to help the department after being notified.

Investigators Group: No Report.

Logistics Group: No Report.

Alarms: Chief Bradbury thanked all for helping at their calls.

Chief Macko led a discussion on thank you letters after an alarm. It will be left up to the departments.

Old Business:

Task Force for SRT Structure with MABAS Divisions 4 and 5: Chief Macko reported that the probation period will end in June.

Narrow banding MABAS Base Station / Woodstock: Chief Bradbury had received a quote but the transmitter would need to be removed. After a discussion it was uncertain if the transmitter had already been narrow banded. Further discussion was to find out if the county fire transmitter also needed to be updated. Laris offered to help find out what was needed and let Chief Bradbury know.

Motion by Chief Caudle second by A/C Frazier to approve \$1100.00 to Narrow Band both the IFERN and County Fire Transmitters if needed. Passed.

New Insurance cards: Chief Caudle is still sorting out which cards go with each vehicle.

SOG/Use of MABAS 5 Assets: Covered under Operations.

New Business:

MABAS-IL Conference / Springfield: Chief Macko reported the annual MABAS-IL conference will be held in Springfield on February 17-21st.

MABAS-IL 2nd Vice President Election: Chief Macko reported that Randy Justice is not running for re-election. Currently Harry Tallacksen President of MABAS Division 8 is running unopposed.

Motion by A/C Frazier second by D/C Laufer to cast the Division 5 vote for Harry Tallacksen as 2nd Vice President of MABAS-IL. Passed.

MABAS 5 Triage Trailer repairs: D/C Horist reported the tires for the trailer have been replaced for \$265.05. While replacing the tires it was discovered that the brakes were bad and needed to be replaced, for safety McHenry had the brakes replaced at a cost of \$1447.00.

Motion by Chief Tobiasz second by D/C Kreher to reimburse McHenry \$1447.00 for cost of the brake repairs. Passed.

Any business not on the agenda: Chief Huemann emphasized the importance of attending the LMCSRT meetings and hosting more meetings in McHenry County. Please contact him concerning meeting locations, time, date, etc.


Chief's Macko, Caudle, and Kreher highlighted how as a division we came together this week to assist Woodstock so they could focus on the arrangements and funeral for FF/PM Michael Wurtz.

D/C Laufer stated there is still time to sign up for the bowling tournament.

Next meeting is April 16, 2014 at Marengo FPD.

Thank you to Chief Macko and the staff of the Cary FPD for lunch. **Motion by Chief Huemann second by A/C Frazier to adjourn at 1305 hours. Passed.**

Respectfully submitted,

 (ES)

R. Ellsworth, Jr., CEM

Attendance

Name	Dept.	Name	Dept.
Bob Bradbury	MRGO	Tony Huemann	MCHY
Steve Frazier	MRGO	Rudy Horist	MCHY
Rich Tobiasz	SPGR	Bob Ellsworth	EMA
Rev. Gerald Schalk	FRGR	Laris Turkic	EMA
Jim Kreher	FRGR	Bud Hicks	MCSO
Ken Caudle	HUNT	Duane Cedergren	MCSO
Paul DeRaedt	CRLK	Carolyn Decman	MCSO
Jeff Macko	CARY	Don Burr	SEECOM
Brad Delatorre	CARY	Lloyd Laufer	HEBR
Jim Saletta	Liaison	Patrick Mullen	ALGN
Jeff Swanson	BCFPD		

Chief Jeff Macko
President

Chief Robert Bradbury
Vice-President

A/D Robert Ellsworth
Secretary

Chief James Moore
Treasurer

Mutual Aid Box Alarm System

McHenry County Division 5

www.mabas5.org



MABAS Division 5 Meeting April 16, 2014 Marengo FPD

The meeting was called to order by Chief Macko at 1220 hours. The pledge of allegiance was recited. Introduction of guests Keri Zaleski from the Health Department; Al Vrshek MABAS-IL Operations Chief; Wally Mitchell, Ron Yori, and Chuck Ugaste from the MESS Canteen; and Battalion Chief Scott Small from Marengo.

Motion by A/C Frazier second by Chief Huemann to approve the minutes of the February 12, 2014 meeting. Passed.

Treasurer's Report: Chief Moore reported:

<u>April 2014</u>	<u>General Funds</u>
Previous Meeting Ending Balance	\$9,635.49
Disbursements (detail below)	\$3844.91
Deposits (detail below)	
Check Account Balance	\$5,790.58
POD Funds	\$500.00
Total Available Funds	\$6,290.58

Disbursements:

3/7/2014	SEECOM - MABAS Dispatch Conference	\$250.00
3/7/2014	McHenry Township FPD - MCI Trailer	\$1447.00
3/7/2014	Marengo FPD – Rehab South	\$2147.91

Motion by A/C Frazier second by Chief Huemann to approve the April 2014 Treasures Report. Passed.

Chief's Moore, Bradbury and Caudle will perform the financial audit.

Chief Moore polled the attending departments for their projected budgets in relation to upcoming dues for the year.

Executive Board: Chief Macko reported Harry Tallacksen was elected as 2nd Vice President of MABAS-IL at the February conference.

All MABAS-IL contracts may need to be amended due to changes in the FEMA Stafford Act rules regarding submission for reimbursement and mutual aid fees for daily / deployment activities. MABAS-IL is working with FEMA, more to come.

MABAS and ILEAS bill that seeks funding through additional fees from license plates, under House Bill 5441 MABAS and ILEAS would each receive one third funding and the remaining one third to be administered by the Illinois Terrorism Task Force to be distributed under the homeland security initiative strategy to the remaining mutual aid partners. This legislation is currently in committee.

Presentation: Wally Mitchell gave a presentation on the Metropolitan Emergency Support Services (MESS). MESS started in 1993, they are a non-profit 501©3 providing meals, re-hydration and refreshments at emergency incidents. Woodstock FRD recently sold the old Rehab 5 truck to MESS who converted it to MESS 5 which is housed at Barrington Countryside FPD. Departments are asked to donate a yearly fee of \$600.00 to offset the cost of running the units.

Group Reports:

Box Cards: A/D Ellsworth reported (2) departments need to edit box cards for Rehab North or Rehab South.

Communications: Chief Caudle reminded agencies they will need to upgrade to Windows 7 or 8 due to end of life for the application on machines running XP. Call him if you have questions.

The Firehouse contract is still being reviewed by the States Attorney.

Training: D/C Horist reported the group is interested in adopting training similar to Division 2 which is based on training skills. This would be in addition to our response drills. Some of the skills are search and rescue, hose pulls and streams. Rick Matteson would like to invite any of the chiefs to attend and evaluate the training at the Huntley Tower on April 22-24, 29-30, May 1 from 8-12 noon each day. Please send D/C Horist an email if you plan on attending.

Chief Macko reported their drill will be held on April 26th. The drill will start at 0800 and last for a few hours. It is a combination Haz-Mat/EMS drill.

Prevention: Chief Bradbury reported attendance is still very low, all departments are asked to have representatives attend.

Operations: No Report.

EMS/Rehab: No Report.

I-Mat: No Report.

By-Laws: No Report.

Chaplain's Group: Rev. Schalk reported at the first quarter training he asked all the chaplains to provide ID to allow them into a scene. Only one chaplain could not because their department is changing IDs. Information on the second quarter training below:

Who: MABAS Division 5 Fire Chaplains

EMS representative from each department in MABAS Division 5

When: Friday, May 23, 9:00-11:30 a.m.

Where: Media Room of Building A—Lower Level located behind the Courthouse
2200 N. Seminary Avenue, Woodstock, IL

Presenter: Dr. Anne Majewski, McHenry County Coroner

Topic: Interacting with the family of a deceased person

Coordination between the Coroner's Office, Fire Chaplains, and EMS Personnel
Tour of the Coroner's facility

Please respond with who will be attending by Thursday, May 15, through e-mail:

gschalk@stmatthewbarrington.org

Rev. Schalk asked about White Vest for Chaplains. It was felt that all of the vest should be the same throughout the county. He will have a proposal to purchase at the June 18th meeting.

Investigators Group: No Report.

Logistics Group: Ret. Chief Saletta stated that he will send out a reminder as we get closer to the SAV this summer.

Alarms: Chief Macko passed on thanks from Chief Hoover on their fire. Chief Bradbury thanked all who helped on their recent calls. Chief Macko thanked both dispatch centers for the quarterly report.

Old Business:

Task Force for SRT Structure with MABAS Divisions 4 and 5: Chief Macko reported that the probation period will end in June.

Division 5 Leaders / Haz-Mat / TRT / Dive: Mike Young will be the Haz-Mat Leader, Chris Williams TRT Leader, and Chris Bedore Dive Leader.

New Insurance cards: Chief Caudle down to 3 cards.

Radio Identification on IFERN: Department / Type: Chief Macko asked all to remind their personnel to use "department name and vehicle type" when responding on IFERN. Example: Cary Engine responding.

New Business:

Countywide Training: Discussed under training.

Hostile Situation Procedure: Don Burr led a discussion on a countywide code word for all departments and dispatch centers within the division. Chief's Huemann, Tobiasz, and Moore will review.

EMS / Rehab Chief: Chief Tobiasz would like to step down after years of service in this position. By recommendation Chief Macko will contact Chief Gallas to ask if he would be willing to fill the position.

Any business not on the agenda: A/C Frazier asked departments using the Rehab South Trailer to please use the inventory sheets on the trailer if you are not restocking it so they know what was used.

D/C Horist reminded all of their class on September 13th "Know Your Smoke" at the township town hall, class will fill quick register soon.

Director Christensen reported on an initiative by the International Association of Emergency Managers (IAEM) to "Invite a Friend", at no cost, to be a member for a year. EMA has applied to return to EMI for continued training. EMA will be decommissioning Unit 52 the large LDV truck soon. EMA will respond with Unit 56 a Cargo Trailer which has been renovated. The Coordinating Council attendance has been low. Dave encouraged all to attend the upcoming May presentation of Team Rubicon.

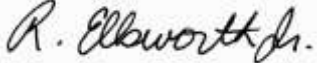
Chief Macko reported that the Division 5 ATV needs a new battery and battery tender total cost \$195.95.

Motion by Chief Huemann second by Chief Tobiasz to approve the purchase of a new battery and battery tender for the ATV. Passed.

Next meeting is June 18, 2014 at Huntley FPD Annex Building.

Thank you to Chief Bradbury and the staff of the Marengo FPD for lunch. **Motion by D/C Laufer second by Chief Tobiasz to adjourn at 1335 hours. Passed.**

Respectfully submitted,

 (ES)

R. Ellsworth, Jr., CEM

Attendance

Name

Bob Bradbury

Steve Frazier

Bill Weiss

Scott Small

Jim Moore

Ken Caudle

Lloyd Laufer

Jeff Macko

Jim Saletta

Don Davidson

Rev. Gerald Schalk

Liz Hackett

Keri Zaleski

Al Vrshek

Dept.

MRGO

MRGO

MRGO

MRGO

CRLK

HUNT

HEBR

CARY

Liaison

HARV

FRGR

MRC

ERC

MABAS-IL

Name

Tony Huemann

Rudy Horist

Dave Christensen

Laris Turkic

Bob Ellsworth

Bud Hicks

Carolyn Decman

Don Burr

Linda Luehring

Patrick Mullen

Rich Tobiasz

Cynthia Tomusiak

Wally Mitchell

Chuck Ugaste

Ron Yori

Dept.

MCHY

MCHY

EMA

EMA

EMA

MCSO

MCSO

SEECOM

SEECOM

ALGN

SPGR

SRT

MESS

MESS

MESS

Chief Jeff Macko
President

Chief Robert Bradbury
Vice-President

A/D Robert Ellsworth
Secretary

Chief James Moore
Treasurer

Mutual Aid Box Alarm System

McHenry County Division 5

www.mabas5.org



MABAS Division 5 Meeting June 18, 2014 Huntley FPD Annex

The meeting was called to order by Chief Bradbury at 1201 hours. The pledge of allegiance was recited, followed by a moment of silence and prayer from Rev. Schalk.

Motion by Chief Caudle second by Chief Huemann to approve the minutes of the April 16, 2014 meeting. Passed.

Treasurer's Report: Chief Moore reported:

<u>June 2014</u>	<u>General Funds</u>
Previous Meeting Ending Balance	\$5,790.58
Disbursements (detail below)	\$1,061.00
Deposits (detail below)	\$4,025.00
Check Account Balance	\$8,754.58
POD Funds	\$500.00
Total Available Funds	\$9,254.58

Disbursements:

4/16/2014	Radi-Link (Narrowband Base)	\$600.00
4/16/2014	Woodstock Powersports (ATV Battery)	\$195.95
6/4/2014	McHenry Firestone (MCI Tires)	\$265.05

Motion by Chief Tobiasz second by A/C Frazier to approve the June 2014 Treasures Report. Passed.

Executive Board: Chief Bradbury reported that Chief Macko has sent a letter to MABAS-IL (Jay Reardon) officially requesting that Division 5's Haz-Mat and Tech-Rescue teams be elevated to MABAS-IL State status.

Presentation: No presentation.

Group Reports:

Box Cards: A/D Ellsworth reported Woodstock will have new cards effective July 1st.

Communications: Chief Caudle reported that the Fire House Software Agreement is back with the States Attorney's office for review after the last changes, it appears it will be moving forward.

Training: D/C Horist no report.

Prevention: Chief Bradbury invited all the Fire Prevent Bureau's to attend the county fairgrounds inspection on July 29th.

Operations: Chief Huemann handed out a draft SOP "Fire/EMS Hostile Situation". Please review for the August meeting.

EMS/Rehab: No Report.

I-Mat: No Report.

By-Laws: No Report.

Chaplain's Group: Rev. Schalk reported 6 Chaplains and 3 Fire/EMS attended the second quarter training.

The group is reviewing a training checklist.

Huntley is looking for a Chaplain, Rev. Woodruff retired last Friday.

Marengo will be holding an outreach lunch in July for a new chaplain.

Rev. Schalk found vendors for White Vest for Chaplains for \$15 each. **Motion by Chief Tobiasz second by Chief Huemann to buy 7 vests for \$15 each for a total of \$105.00. Passed**

Investigators Group: No Report.

Logistics Group: Chief Bradbury reported that Ret. Chief Saletta still needs one department to fill out the inventory form.

Alarms: No discussion.

Old Business:

Task Force for SRT Structure with MABAS Divisions 4 and 5: Under Executive Board.

MABAS-IL & Division 5 Dues: Chief Moore reminded everyone to pay their dues.

New Business:

Standardizing Command Unit on SRT Box Cards: Chief Moore explained that at the recent command officers training the various command vehicles on the SRT cards were discussed. Chief distributed a hand out with a description of each vehicle (EMA 56, UCP 13, and Command 2). After discussion it was agreed that all Division 5 SRT cards utilize McHenry County EMA Unit 56 on the Box Alarm and Wauconda UCP 13 on the 3rd. Round Lake Command 2 would be called as a special if needed by the SRT members. **Motion by Chief Tobiasz second by D/C Laufer to make changes to the SRT cards final by August 1st. Passed**

Deputy Director Burr stated that each department should have a separate sonar box card.

Coordinator Tomusiak reported the Sonar team has updated their SOG's (see attachment). Sonar can be used for rescue if the call is close enough to the equipment. Currently Wauconda houses all of the sonar equipment. Make sure to state the response for sonar is "emergent" to the dispatch center for rescue operations.

Any business not on the agenda: Commander Cedergren reported the Sheriff's department is in the process of switching some of its cars to except both gas and propane.

He also reported officers will be caring Narcan for heroin overdoses.

A/C Frazier asked for a discussion on standardizing all the division cards (still alarm) on box cards. It was agreed that the cards will remain as they are.


Director Christensen reported that EMA has signed an agreement with Metropolitan Emergency Support Services (MESS). If EMA is on scene and MESS is needed, EMA will be able to activate them.

A/D Ellsworth explained from this point forward when EMA is activated on a box card; the normal response will be to bring Unit 56 (Incident Management Trailer). If a different resource is needed (generator, light tower, portable radios, etc.), make sure to inform dispatch to prevent delays.

Due to road construction in McHenry, the next meeting on August 20, 2014 will be held again at Huntley FPD Annex.

Thank you to Chief Caudle and the staff of the Huntley FPD for lunch. **Motion by D/C Laufer second by Chief Tobiasz to adjourn at 1300 hours. Passed.**

Respectfully submitted,

 (ES)

R. Ellsworth, Jr., CEM

Attendance

Name	Dept.	Name	Dept.
Bob Bradbury	MRGO	Tony Huemann	MCHY
Steve Frazier	MRGO	Rudy Horist	MCHY
Scott Small	MRGO	Dave Christensen	EMA
Jim Moore	CRLK	Laris Turkic	EMA
Lloyd Laufer	HEBR	Bob Ellsworth	EMA
Ken Caudle	HUNT	Bud Hicks	MCSO
Keith Mallegni	HUNT	Duane Cedergren	MCSO
Scott Ravagnie	HUNT	Don Burr	SEECOM
Rev. Gerald Schalk	FRGR	Cynthia Tomusiak	SRT
Terry Menzel	WSTK	Rich Tobiasz	SPGR

Chief Jeff Macko
President

Chief Robert Bradbury
Vice-President

A/D Robert Ellsworth
Secretary

Chief James Moore
Treasurer

Mutual Aid Box Alarm System

McHenry County Division 5

www.mabas5.org



MABAS Division 5 Meeting June 18, 2014 Huntley FPD Annex

The meeting was called to order by Chief Bradbury at 1201 hours. The pledge of allegiance was recited, followed by a moment of silence and prayer from Rev. Schalk.

Motion by Chief Caudle second by Chief Huemann to approve the minutes of the April 16, 2014 meeting. Passed.

Treasurer's Report: Chief Moore reported:

<u>June 2014</u>	<u>General Funds</u>
Previous Meeting Ending Balance	\$5,790.58
Disbursements (detail below)	\$1,061.00
Deposits (detail below)	\$4,025.00
Check Account Balance	\$8,754.58
POD Funds	\$500.00
Total Available Funds	\$9,254.58

Disbursements:

4/16/2014	Radi-Link (Narrowband Base)	\$600.00
4/16/2014	Woodstock Powersports (ATV Battery)	\$195.95
6/4/2014	McHenry Firestone (MCI Tires)	\$265.05

Motion by Chief Tobiasz second by A/C Frazier to approve the June 2014 Treasures Report. Passed.

Executive Board: Chief Bradbury reported that Chief Macko has sent a letter to MABAS-IL (Jay Reardon) officially requesting that Division 5's Haz-Mat and Tech-Rescue teams be elevated to MABAS-IL State status.

Presentation: No presentation.

Group Reports:

Box Cards: A/D Ellsworth reported Woodstock will have new cards effective July 1st.

Communications: Chief Caudle reported that the Fire House Software Agreement is back with the States Attorney's office for review after the last changes, it appears it will be moving forward.

Training: D/C Horist no report.

Prevention: Chief Bradbury invited all the Fire Prevent Bureau's to attend the county fairgrounds inspection on July 29th.

Operations: Chief Huemann handed out a draft SOP "Fire/EMS Hostile Situation". Please review for the August meeting.

EMS/Rehab: No Report.

I-Mat: No Report.

By-Laws: No Report.

Chaplain's Group: Rev. Schalk reported 6 Chaplains and 3 Fire/EMS attended the second quarter training.

The group is reviewing a training checklist.

Huntley is looking for a Chaplain, Rev. Woodruff retired last Friday.

Marengo will be holding an outreach lunch in July for a new chaplain.

Rev. Schalk found vendors for White Vest for Chaplains for \$15 each. **Motion by Chief Tobiasz second by Chief Huemann to buy 7 vests for \$15 each for a total of \$105.00. Passed**

Investigators Group: No Report.

Logistics Group: Chief Bradbury reported that Ret. Chief Saletta still needs one department to fill out the inventory form.

Alarms: No discussion.

Old Business:

Task Force for SRT Structure with MABAS Divisions 4 and 5: Under Executive Board.

MABAS-IL & Division 5 Dues: Chief Moore reminded everyone to pay their dues.

New Business:

Standardizing Command Unit on SRT Box Cards: Chief Moore explained that at the recent command officers training the various command vehicles on the SRT cards were discussed. Chief distributed a hand out with a description of each vehicle (EMA 56, UCP 13, and Command 2). After discussion it was agreed that all Division 5 SRT cards utilize McHenry County EMA Unit 56 on the Box Alarm and Wauconda UCP 13 on the 3rd. Round Lake Command 2 would be called as a special if needed by the SRT members. **Motion by Chief Tobiasz second by D/C Laufer to make changes to the SRT cards final by August 1st. Passed**

Deputy Director Burr stated that each department should have a separate sonar box card.

Coordinator Tomusiak reported the Sonar team has updated their SOG's (see attachment). Sonar can be used for rescue if the call is close enough to the equipment. Currently Wauconda houses all of the sonar equipment. Make sure to state the response for sonar is "emergent" to the dispatch center for rescue operations.

Any business not on the agenda: Commander Cedergren reported the Sheriff's department is in the process of switching some of its cars to except both gas and propane.

He also reported officers will be caring Narcan for heroin overdoses.

A/C Frazier asked for a discussion on standardizing all the division cards (still alarm) on box cards. It was agreed that the cards will remain as they are.


Director Christensen reported that EMA has signed an agreement with Metropolitan Emergency Support Services (MESS). If EMA is on scene and MESS is needed, EMA will be able to activate them.

A/D Ellsworth explained from this point forward when EMA is activated on a box card; the normal response will be to bring Unit 56 (Incident Management Trailer). If a different resource is needed (generator, light tower, portable radios, etc.), make sure to inform dispatch to prevent delays.

Due to road construction in McHenry, the next meeting on August 20, 2014 will be held again at Huntley FPD Annex.

Thank you to Chief Caudle and the staff of the Huntley FPD for lunch. **Motion by D/C Laufer second by Chief Tobiasz to adjourn at 1300 hours. Passed.**

Respectfully submitted,

 (ES)

R. Ellsworth, Jr., CEM

Attendance

Name	Dept.	Name	Dept.
Bob Bradbury	MRGO	Tony Huemann	MCHY
Steve Frazier	MRGO	Rudy Horist	MCHY
Scott Small	MRGO	Dave Christensen	EMA
Jim Moore	CRLK	Laris Turkic	EMA
Lloyd Laufer	HEBR	Bob Ellsworth	EMA
Ken Caudle	HUNT	Bud Hicks	MCSO
Keith Mallegni	HUNT	Duane Cedergren	MCSO
Scott Ravagnie	HUNT	Don Burr	SEECOM
Rev. Gerald Schalk	FRGR	Cynthia Tomusiak	SRT
Terry Menzel	WSTK	Rich Tobiasz	SPGR



**LAKE & MCHENRY COUNTIES
FIRE DEPARTMENTS
SPECIALIZED RESPONSE TEAM
SONAR
Standard Operating Guideline**

SUBJECT:
Sonar Team SOG's for Training and Operations

Approved:

**Original: 08-01-2002
Modified: 06-14-2004
Replaces: 12-10-2006**

Revised: 1/1/2013



Table of Contents

PREAMBLE:.....	3
1. Team Purpose:.....	3
2. Team Structure:	3
3. Sonar Team Coordinator:.....	3
4. Team Member Requirements:.....	3
5. Team Training:	4
6. Training Requirements:	4
7. Passport System:.....	5
8. Response:.....	5
9. Out of area Response:.....	6
10. Operational Overview:	7
11. Target Recovery:	8
12. Operation Safety:.....	9
13. Team Equipment.....	9
14. Evidence Recovery Flow Chart.....	10

PREAMBLE:

This Standard Operating Guideline is a general guideline, which may be modified by the Incident Commander, Team Leader, and other Sonar Technicians as the situation dictates. SOGs are written to help standardize operations at emergency scenes, with the goals being scene safety and proficiency. Unfortunately, emergency scenes are not perfect settings. Therefore, personnel need to exercise good judgment and on occasion deviate from standard procedures to safely control and mitigate a problem.

This SOG does not create any rights or duties that are enforceable in a court of law.

1. Team Purpose:

The purpose of the Sonar Team is to provide a safer alternative in recovery operations in appropriate situations. The Sonar Team shall not take the place of a properly trained dive team.

2. Team Structure:

The Sonar Team is part of the Lake & McHenry County Fire Departments Specialized Response Team Water Rescue and Recovery Team. The Sonar Team shall be made up of a maximum of thirty (30) personnel. Members shall be active members of the Lake & McHenry County Fire Departments Specialized Response Team. There shall be a Sonar Team Coordinator who reports directly to the Water Rescue and Recovery Team Leader. Additional positions among the Sonar Team shall be the discretion of the Sonar Team Coordinator.

3. Sonar Team Coordinator:

The Sonar Team Coordinator shall be appointed by the SRT Executive Board. The coordinator shall have a working knowledge of dive operations and sonar search operations.

4. Team Member Requirements:

Sonar Team candidates shall be active members of a fire department. The Fire Department shall be an active member of the Lake & McHenry County Fire Departments Specialized Response Team. Personnel may be appointed to the Sonar Team as positions become available. As positions become available, the Sonar Team Coordinator and Water Rescue and Recovery Team Leader shall nominate personnel to

the Team through an application process and shall be authorized to participate by their department Fire Chief. Team members shall be selected using, but not limited to, the following criteria:

- Boat operator experience
(USCGA Basic Seamanship Class is recommended)
- Windows-based computer experience
- Knowledge of dive operations, *(does not have to be a certified diver)*
- Recommended by individual's department Chief

5. Team Training:

Training shall be divided up in two (2) categories.

1. Initial member training:

Initial member training shall be a minimum of sixteen (16) hours in duration. The training shall consist of classroom and open water practical applications. Training shall involve the minimum four areas (boat operation, cable tending, sonar interpretation, search procedures). The Sonar Team Coordinator shall be responsible for the training curriculum.

2. Continuing Education:

Continuing education shall be conducted on a monthly basis. Training shall be distributed throughout the Lake/McHenry area. Training shall be hosted by individual team members' departments. Hosting departments shall be responsible for a safe training environment and adequate boat. The Sonar Team Coordinator shall be responsible for providing training topics and scenarios. In addition, team members shall attend a 16-hour refresher class when provided by the team.

Each member shall meet the minimum annual training requirements to maintain team membership.

6. Training Requirements:

Team members shall participate in a minimum of ten (10) hours of continuing education to remain active on the team. The continuing education hours may be accumulated from January 1st through December 31st of each year. Continuing education hours may be accumulated in any of the following three (3) ways noted below. When individual side scan training is conducted, it will be the responsibility of the team members to forward a copy of the training sheet to the Team Coordinator. A maximum of two (2) hours of training may be acquired for any one practical training session and a maximum of one hour of training may be acquired for meetings and classroom sessions.

- Monthly training sessions: Open water and classroom
- Individual sonar scan training
- Sonar Operations (*2 hours maximum will be awarded for individual operations, which shall not exceed 4 hours annually.*)

In the event a member is deficient in education hours, relating to the previous calendar year moving into current calendar year, he or she shall be removed from the Sonar Team. ***This shall not apply to a member off for a Workers Compensation injury or illness or called up to active duty in the armed forces.***

Members dropped from the Sonar Team will remain ineligible for membership on the Sonar Team unless approved by the Sonar Team Coordinator with a written recommendation from their Chief.

It will be the responsibility of The Lake & McHenry County Fire Departments SRT Administrative Coordinator to notify the delinquent member's department when he/she has not met the yearly requirements set forth by the Lake & McHenry County Fire Departments SRT.

7. Passport System:

Each Sonar Team member shall be issued a passport for identification and accountability. If a team member fails to maintain their requirements, he or she shall forfeit their passport on request. Each team member shall present the passport to Incident Command or Staging upon arriving on location of the incident.

8. Response:

- 8.1 The Team may be requested by an individual department's incident commander through MABAS Division IV.
- 8.2 It shall be the responsibility of the Dive and Sonar Division leaders to determine if the environment is appropriate for sonar operations using risk/benefit analysis of hazards present versus likelihood of a successful outcome.
- 8.3 Sonar Team members shall respond directly to the scene in a non-emergent mode (no lights or siren) but this response may be modified by the Incident Commander at his or her discretion. Sonar Team members are to notify MABAS of the number of technicians responding and the department they are representing.

9. Out of area Response:

- 9.1 Any MABAS Division can request the Sonar Team via MABAS Division IV Dispatch.
- 9.2 MABAS Division IV and MABAS Division V will tone out the response for the Sonar Team via the IFERN Frequency. They will also secure a name and phone number of the requesting commander so the Sonar Team Coordinator or his designee can contact them and collect the operational information.
- 9.3 When responding to divisions 1, 2, 3, 4, 5, 101, 102, and 103, only per MABAS box card 4-67 (Interdivisional or Statewide deployment) – **Units will respond directly to the assigned staging area.** As for **all** of the other divisions, the response team will leave from Mundelein Station #1.
- 9.4 Wauconda Fire District will be the coordinating agency that will receive the information from MABAS Division IV/V and prepare the equipment for the response through the Sonar Team Coordinator or his designee. The Sonar Team Coordinator or his designee shall contact the requesting department and determine the Sonar Team potential for operational effectiveness. The operational effectiveness will be dependent on the item being searched for, available witnesses, response location and water conditions. It may be advisable for the Sonar Team Coordinator or his designee to respond ahead of the team to make this determination.
- 9.5 Sonar Team Technicians should be notified by their individual departments and be advised to call Wauconda Fire District with their availability. Wauconda will generate a technician response list and advise those technicians where and when to report. No initial or immediate response of technicians should be made without going through this procedure.
- 9.6 The Sonar Team response will be filled according to the Sonar Interdivisional Box Card 4-67. One Sonar Team Technician shall be designated as the Team Leader for the operation per the Interdivisional Box card. The maximum operational time will be evaluated on an individual basis. Side Scan and Sector Scan operations may be conducted anytime during day or night.
- 9.7 Sonar Team Technicians shall notify MABAS Division IV/V when they are responding and how many technicians they are responding with.
- 9.8 The individual departments sending technicians shall be responsible for the compensation and insurance, as agreed to under the MABAS agreement.
- 9.9 The Sonar Team Coordinator or his designee shall contact and advise one of the SRT Executive Board Members of the response, and update them as necessary of the progress. This step shall not delay the response, and is just an informational process.

- 9.10 The Sonar Team Coordinator or his designee shall establish additional response teams as necessary to work if a prolonged recovery is expected.

10. Operational Overview:

- 10.1 Upon arrival to the scene, the Sonar Team shall assemble the equipment per manufactures recommendations. A scene evaluation shall be conducted to determine the “last seen point” of the victim. Before search operations begin, a representative of the Sonar Team will re-interview any potential witnesses at the scene. Witnesses who have left the scene will be contacted and re-interviewed at the scene if possible. Contact information will be kept for follow up should it be needed.

The following equipment and manpower may be deployed dependent upon site **requirements;**

- A. Operational Team Leader/Command Liaison; Directs activities and manpower assignments for the operation, confers and informs Incident Command of operational requirements and tactics. Minimum one senior Sonar Team Technician but may require two Technicians depending on incident.
 - B. Witness Interviewer; conducts mandatory interviewing of available witnesses requiring two or more Sonar Team Technicians depending on incident.
 - C. Side Scan Sonar; a boat-based towed system requiring a minimum of four Sonar Team Technicians operating on an independent boat. All sonar boat operators shall be Sonar Team Technicians.
 - D. Sector Scan Sonar; a boat or shore based tripod mounted system requiring a minimum of three Sonar Team Technicians.
 - E. Target Marker Cage; a plastic or metal cage used to mark targets identified by Sonar requiring minimum one Technician and one additional personnel.
 - F. Underwater Camera; a camera lowered to confirm targets requiring minimum one Technician and one additional personnel.
- 10.2 A search grid shall be plotted on the system plotter with the use of DGPS Differential Global Positioning System whenever appropriate.
- 10.3 All potential targets will be saved to a computer file for further review. Upon completion of an operation, these files shall be copied to a digital storage device

and given to the Sonar Team Coordinator to be filed. Files containing images of located victims or evidence will be maintained as part of the Response Report.

- All images of victims and/or evidence shall be considered ***confidential*** and shall not be given to anyone outside the Team and stricken department's Incident Commander or appropriate law enforcement authorities.

10.4 Side Scan Search Methods: The primary search method for side scan sonar operations will be parallel patterns, which cover the entire search area. If the victim is not located and the search area permits, the patterns will be changed to cover the same area in a direction perpendicular to the initial search pattern. If the victim is not located during the second search attempt, a third shall be conducted in a direction diagonally to the first search.

In the event a target is located, a cage shall be placed in the area using the GPS coordinates. The Side Scan shall be used to see the proximity of the cage to the target. The cage shall be moved until it is located in proximity to the target. Sector Scan shall be used, if appropriate, to aid in target identification and to guide the diver to the target. The underwater camera may also be used to positively identify the target when feasible.

10.5 Sector Scan Search Methods; the sector scan sonar may be deployed from a boat or from shore. From a boat the tripod unit would be lowered to the bottom and a scan conducted of that area identifying and marking any potential targets. Should no targets be located unit will be pulled from the bottom and maneuvered by boat to the next area of high probability to be searched continuing until the search area is cleared.

When deployed from shore either a boat or in-water personnel wearing a PFD and other appropriate PPE will deploy the tripod unit to the search area and a scan conducted of that area identifying and marking any potential targets. Should no targets be located unit will be pulled from the bottom and moved to the next area of high probability to be searched continuing until the search area is cleared.

When a target is to be cleared by a diver the sector scan will be activated, when appropriate, to guide the diver to the target with direct communication using the dive tender to relay directions.

11. Target Recovery:

It will be the responsibility of Incident Command to provide a Dive Team to make the recovery of the target if located. Divers may also be required to clear/identify targets if needed. It is recommended that a minimum of 4 to 6 divers be readily available at all times. The divers shall be equipped with electronic communication to aid in their being directed underwater in target recovery.

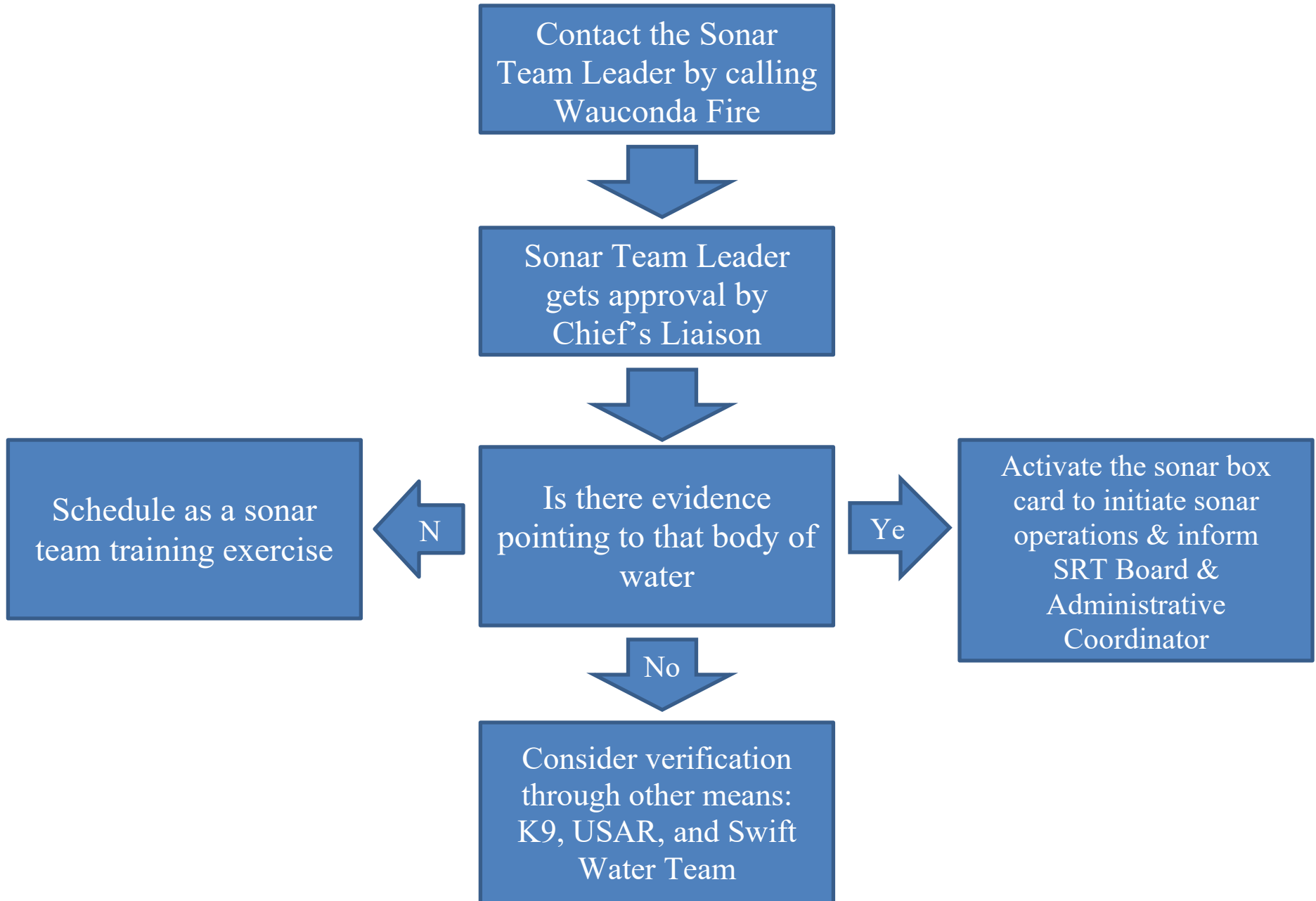
12. Operation Safety:

- 12.1 The Sonar Team Technicians shall be responsible for ensuring the load capacity and design of the search vessel is sufficient to safely carry all personnel and equipment.
- 12.2 All Sonar Team Technicians shall wear a Coast Guard approved personal flotation device any time they are on the search vessel. Each Sonar Team Technician shall be responsible to provide a personal flotation device.
- 12.3 Sonar operations shall not be conducted during thunderstorms, heavy rain, or high winds. If any of these conditions develop during an operation, the operation will be suspended or terminated.

13. Team Equipment

- 13.1 The Sonar Boat is stored at a host Fire Department and shall be stored indoors and connected to a shoreline to provide for battery charging. It is the host department's responsibility to respond the boat to the location of the operation. Response will be non-emergent (no lights or siren) but may be modified by the Incident Commander at his or her discretion.
- 13.2 Boat operators shall be limited to current Sonar Team members.
- 13.3 It is the affected department's responsibility to return the trailer to the host department upon completion.
- 13.4 For training, it is the responsibility of the department hosting the training to pick up the boat and to return it, when completed to the host department.
- 13.5 It is the responsibility of the department hosting the training to call and reserve the boat a minimum of one week in advance.
- 13.6 It is the responsibility of the department picking up the boat to notify MABAS Division IV as to the location of the trailer at all times.
- 13.7 When a department has the boat for training purposes, it is their responsibility to respond the boat to an operation when requested.
- 13.8 Sonar equipment will be housed in an enclosed trailer shall be stored indoors and connected to a shoreline to provide for battery charging.

Evidence Recovery



Chief Jeff Macko
President

Chief Robert Bradbury
Vice-President

A/D Robert Ellsworth
Secretary

Ret. Chief James Moore
Treasurer

Mutual Aid Box Alarm System

McHenry County Division 5

www.mabas5.org



MABAS Division 5 Meeting August 20, 2014 Huntley FPD Annex

The meeting was called to order by Chief Macko at 11:58 hours. The pledge of allegiance was recited, followed by a moment of silence and prayer from Rev. Schalk.

Motion by McHenry, second by Huntley to approve the minutes of the June 18, 2014 meeting. Passed.

Treasurer's Report: Ret. Chief Moore reported:

<u>August 2014</u>	<u>General Funds</u>
Previous Meeting Ending Balance	\$8,754.58
Disbursements (detail below)	\$3,951.92
Deposits (detail below)	\$1,550.00
Check Account Balance	\$6,352.66
POD Funds	\$500.00
Total Available Funds	\$6,852.66

Disbursements:

7/15/2014	MABAS-IL Dues	\$3,775.00
7/15/2014	Rev. Schalk – Chaplin Vests	\$104.28
8/20/2014	Eagle Engraving – Moore Plaque	\$72.64

Deposits:

7/11/2014	Dues Deposit	\$1,550.00
-----------	--------------	------------

Motion by Spring Grove second by Marengo to approve the August 2014 Treasures Report. Passed.

Executive Board: Chief Macko reported

- Executive board meeting was held on July 24th, Chief Macko and Ret. Chief Saletta attended.
- New policy proposed by the communications committee regarding specialty teams notification; teams are to notify the RED center for every deployment. Policy will be voted on in October
- Working with Grainger to simplify ordering using the MABAS discount. Link is available on the front page of MABAS-IL.
- Meeting with IEMA regarding crude oil on rails. Looking in to forming a committee
- Discussed conceal carry – no conceal carry on MABAS-IL deployments
- MABAS logo use guidelines were reviewed
- FY14-15 second chance training grants are available for departments to apply.

Group Reports:

Box Cards:

- Spring Grove and Crystal Lake updated their cards for August 1st.

Communications: Chief Caudle reported:

- Firehouse software went to the finance committee and it was approved, awaiting board approval

Training: No Report

Prevention: Chief Tobiasz

- Discussed fairs and festivals
 - Creating a fire inspections sheets for vendors
 - Uniform process across the county
 - Meeting with the Health Department next
- McHenry County Fair donated a bench for McHenry County Fire and Rescue departments

Operations: No Report

EMS/Rehab: No Report

I-Mat: No Report

By-Laws: No Report

Chaplain's Group: Rev. Schalk

- New vests came in
- Training held in Cary: when child dies on scene
- Working on new checklist for chaplain training
- Part of the training will be assigning a mentor for new chaplains
- Working on developing a contact card for chaplains

Investigators Group: D/C Menzel

- Starting to meet more regularly, thanks to Chief Olson
- Next meeting in Cary

Logistics Group: No Report

Alarms:

- Everyone should have received alarms report
- Marengo had an alarm this morning; thanks to all those that responded

Old Business:

Task Force for SRT Structure with MABAS Divisions 4 and 5:

- Division 5 recognized as having a HazMat team
- Division 5 is a probationary TRT. Recommendation was made to use grant funds to train more members; complete training with those that are partially trained
- Chris Williams lead for tech team, any interested personnel forward to Chris
- HazMat is a Green team, but always looking for more members
- HazMat and TRT will be working with Ops to develop deployment plan

MABAS-IL & Division 5 Dues:

- Dues Paid – Thank you

Sonar Team Exercise / August 18th:

- Exercise was in Peoria
- Cary and Crystal Lake teams attended; took Side Scan unit.
- 6 divisions were in attendance

New Business:

MABAS-IL Contract Addendum & Ordinance:

- It is now available; revised to align with FEMA rules
- No charge for first 8 hours, everything over must be billed within 30 days
- Power point with more details to be sent to everyone
- All departments have to sign it as it is
- Looking to return it to MABAS-IL by 01/01/2015
- Once signed please send to Chief Macko

Annual SAV Sept 17th:

- All equipment should be at Huntley no latter then 8AM
- 10-12 visit with communications centers

Water Rescue Team Exercise / Sept 8th:

- Sept 8th is the dive team exercise to be held at The Hollows in Cary

Any business not on the agenda:

- D/C Horist – Sept 13th “ Know your smoke” training in McHenry, first time its offered in Illinois
- D/C Menzel – IFERN coverage issues identified with Woodstock and Marengo. Exploring Point-To-Point option

Next meeting is October 16, 2014 at Woodstock FRD Station #3.

Thank you to Chief Caudle and the staff of the Huntley FPD for lunch. **Motion by Marengo second by Fox River Grove to adjourn at 13:20 hrs. Passed.**

Respectfully submitted,

Laris Turkic
McHenry County EMA

Attendance**Name**

Patrick Mullen
Lloyd Laufer
Ken Caudle
Keith Mallegni
Scott Ravagnie
Jim Saletta
Laris Turkic
Rich Tobiasz
Steve Frazier
Bob Bradbury
Jim Moore
Don Burr

Dept.

ALGN
HEBR
HUNT
HUNT
HUNT
Liaison
EMA
SPGR
MRGO
MRGO
Treasurer
SEECOM

Name

Jeff Macko
Bob Kreher
Rev. Gerald Schalk
Bud Hicks
Duane Cedergren
Jeff Swanson
Don Davidson
Cynthia Tomusiak
Terry Menzel
Mike Hill
Rudy Horist
Michael Young

Dept.

CARY
FRGR
FRGR
MCSO
MCSO
BCFPD
HARV
SRT
WSTK
LKWD
MCHY
MCHY

Chief Jeff Macko
President

Chief Robert Bradbury
Vice-President

A/D Robert Ellsworth
Secretary

Chief James Moore
Treasurer

Mutual Aid Box Alarm System

McHenry County Division 5

www.mabas5.org



MABAS Division 5 Meeting

October 16, 2014

Woodstock Fire & Rescue District Station 3

2900 N. Raffel Road, Woodstock

The meeting was called to order by Chief Macko at 1201 hours. The pledge of allegiance was recited, followed by a moment of silence and prayer from Rev. Schalk.

Motion was made and seconded to approve the minutes of the August 20, 2014 meeting. Passed.

Treasurer's Report: Chief Macko reported:

Motion was made and seconded to approve the August 2014 Treasures Report. Passed.

Executive Board: Chief Macko discussed HB 5441 and stated that if passed will add an additional \$3.00 fee to all licenses plates, with the proceeds to be split between MABAS, ILEAS and Illinois Terrorism Taskforce. Chief Macko also said that training grants will be available for MABAS division exercises. He also stated that the next MABAS conference will be on February 16th thru 18th of 2015.

Presentation: No presentation.

Group Reports:

Box Cards: No Report

Communications: Chiefs updated on Fire House Software

Training: D/C Horist reported that Madsen has stepped down and they are in the process of looking for a replacement.

Prevention: Chief Bradbury reported that the group is going to have guest speakers and asked for more participation from the bureaus.

Operations: No Report

EMS/Rehab: No Report.

I-Mat: - Replacement for Chief Moore was discussed and volunteers were requested

By-Laws: No Report.

Chaplain's Group: Rev. Schalk reported they will be conducting a training exercise Wednesday November 19th in Nunda on emergency assistance. They are also looking at an emergency assistance card and changes in the DNR protocol

Investigators Group: No Report.

Logistics Group: No Report

Alarms: No discussion.

Old Business:

Task Force for SRT Structure with MABAS Divisions 4 and 5: Chief Macko stated that Haz-Mat has been recognized and TRT is on probation until the membership increases

Sonar Team Exercise August 18th- Chief Macko reported that the drill needed minor adjustments but basically went well

Dive Team exercise Sept. 8th –

Annual SAV Sept. 18th – Chief Macko reported we were 95% complete but needed to work on NIMS cast and also need to get the secondary dispatchers familiar with the Mobilization Guild Book.

MABAS-IL Contract Addendum & Ordinance – Chief Macko stated that all the contracts need to be turned in by Jan. 1st and to please contact him with any questions.

New Business:

MABAS HB 5441 – Discussed in executive board report

Election Nomination Committee report – Nominations to date are as follows: Chief Macko President, Chief Bradbury Vice President, Bob Ellsworth Secretary and Chief Paul DeRaedt treasurer.

Any business not on the agenda: Sheriff's department officers will be caring Narcan for heroin overdoses.

Next meeting will be held on December 17th in Spring Grove

Thank you to Chief Webster and the staff of the Woodstock FPD for lunch. **Motion and seconded to adjourn. Passed.**

Respectfully submitted,

Robert Bradbury
(ES)

Attendance

Name	Dept.	Name	Dept.
Bob Bradbury	MRGO	Jim Saletta	
Steve Frazier	MRGO	Rudy Horist	MCHY
Don Davidson	HARV	Don Burr	SEECOM
Jeff Macko	CARY	Cynthia Tomusiak	SRT
Lloyd Laufer	HEBR	Rich Tobiasz	SPGR
Paul DeRaedt	CRYL	Ralph Webster	WDST
Mike Young	MCHY	Patrick Mullen	ALGON
Bob Kreher	FRGR	Rev. Gerald Schalk	FRGR

Chief Jeff Macko
President

Chief Robert Bradbury
Vice-President

A/D Robert Ellsworth
Secretary

Chief Paul DeRaedt
Treasurer

Mutual Aid Box Alarm System

McHenry County Division 5

mabas5.org



MABAS Division 5 Meeting December 17, 2014 Spring Grove FPD

The meeting was called to order by Chief Macko at 1205 hours. The pledge of allegiance was recited, followed by a moment of silence and prayer from Rev. Schalk.

Motion by A/C Frazier, second by Chief Gallas to approve the minutes of the October 16, 2014 meeting. Passed.

Treasurer's Report: Ret. Chief Moore sent the report and the 2014 financial overview:

<u>December 2014</u>	<u>General Funds</u>
Previous Meeting Ending Balance	\$6,272.66
Disbursements (detail below)	\$0.00
Deposits (detail below)	\$0.00
Check Account Balance	\$6,272.66
POD Funds	\$500.00
Total Available Funds	\$6,772.66

Motion by Chief Kreher second by Chief Huemann to approve the December 2014 Treasures Report. Passed.

Executive Board: Chief Macko reported the MABAS-IL Conference dates for 2015: Command will be February 16-18 and Telecommunicators February 18-20th.

MABAS-IL Operations Chief Vrshek reported on the following:

- MABAS-IL Contract Addendum & Ordinance
- MABAS coloring books for the dispatch centers
- Grant funding for exercises

Presentation: None

Group Reports

Box Cards: A/D Ellsworth no report.

Communications: Chief Caudle no report.

Deputy Director Burr announced the new Director of SEECOM Jason Kern will start on January 5, 2015.

Training: D/C Horist reported that Rick Matteson has stepped down from the Training Committee. An email will be sent to all departments looking for a Training Officer to take over the group.

Director Christensen reported that Laris had submitted an application to go back to EMI in 2016. We will continue from where we left and begin the recovery phase. EMA asked the division to designate a liaison to help in the development of the exercise and serve as the fire representative in the simulation cell at EMI.

Prevention: Chief Bradbury reported on the prevention meeting earlier today: Guest Speaker Patty Nomm from the McHenry County Health Department presented on food vender and trailer/ tent safety and open burning. The meeting was well attended.

Operations: Chief Huemann presented the EMS/Fire Hostile Situation Policy. All departments are to review for a vote at the next meeting in February. Please contact Chief Huemann with any concerns or comments.

EMS/Rehab: Chief Gallas reported Fire Rehab will host a training in January (TBD) at EMA. Chief Gallas lead a discussion questioning having both Rehab North & South teams on a box card at different levels. Departments are asked to please review their cards.

I-Mat: Chief Macko stated that a second appointment is needed, if interested please let him know.

By-Laws: No Report

Chaplain's Group: Rev. Schalk reported that Marengo and Fox River Grove have new chaplains. He reminded all departments that if they need a chaplain to contact him. Rev. Schalk led a discussion on how to notify coverage chaplain when they are needed. Each department will give their list to their dispatch centers who will then make contact notifications when needed.

Rev. Schalk distributed resource materials with contacts that can be useful. He also created a quick card with a few commonly used resources. Director Christensen suggested adding 211 to the card. Chief Macko would also like them identified as MABAS Division 5. Rev. Schalk will make the additions and bring back to the February meeting for final approval.

K-Love Christian Ministry will sponsor a free Critical Incident Stress Management training on June 24-27, 2015:

What—CISM courses (possible to take two courses)

Foundation courses

Group Crisis Intervention

Individual Crisis Intervention (Peer to Peer)

Advanced courses

Grief Following Trauma

Spiritual & Psychological First Aid

When—June 24-27, 2014

Registration opens March 24

Limited seating

“First-Come First-Serve” Basis

Where—Tentative location is Willowcreek Community Church, South Barrington

Who—Available without cost to first responders and other interested individuals

How—The following website as all the information including a brochure and FAQs

<http://www.klove.com/ministry/crisisresponse/>

Investigators Group: D/C Menzel reported the following:

09/17/2014 at Cary FPD class given by Cary member Bruce Senneke on Cameras and Photography.

10/28/2014 at Algonquin FPD class arranged by Chief Van Dorpe and had guest speaker Fire Marshall Victor Megaro from Chicago Fire, Office of Fire Investigation. Class on fire investigation techniques.

11/12/2014 at Strike force meeting Norridge II., Class by Sara Gura a Clinical Psychologist, MD., class on Wellness for Fire Investigators, since we are in a group of high divorce rates, suicides, and mental illness.

11/19/2014 plant tour set up by Chief Van Dorpe at U.L. labs in Northbrook viewing the actual test labs related to the fire service industry.

This link is also the continued training opportunity we all have to go visit the winter testing soon at UL. Many from the county will be going in January and February. <https://www.signup4.net/Public/ap.aspx?EID=ULFS10E>

Logistics Group: Ret. Chief Saletta, no report.

Special Teams Leaders: None were present, no reports.

Water Rescue/Recovery: Chris Bedore

Haz-Mat: Mike Young

Technical Rescue: Chris Williams

Alarms: Chief DeRaedt reported on the incident at Valley View Acres horse stable at 5116 Mount Thabor Rd.

Old Business:

SRT Structure with MABAS Divisions 4 and 5: Chief Macko stated that there will be a new governance. Chief Huemann further explained that the executive structure of SRT will probably line up with the MABAS 4 & 5 divisions. Most of the changes will probably take effect in 2016. Operationally everything will remain the same as in the past, if resources are requested they will come. Chiefs from both divisions are part of the group working on the restructuring. Chief Huemann reported that Cynthia Tomusiak will be leaving SRT to pursue other career opportunities. SRT is still looking for someone to replace Cynthia. An outside audit will also be performed before she leaves.

MABAS-IL Contract Addendum & Ordinance: Chief Macko reported that he has the last 2 for our division and will submit them later next week.

MABAS HB 5441 Funding Bill: Chief Macko reported that the bill was not acted on, so it is no longer. It will be resubmitted probably under a new number for next year. When that takes place they will again look for support in moving the bill forward.

New Business:

Crude oil Rail Transportation: Chief Macko led a discussion concerning the notification, resources, and transportation issues. Quantities under 1 million gallons are not reported at this time.

EMNET: The service period has expired and IEMA does not have grant funding available to continue providing these services for jurisdictions. As a result, Comlabs has reached out to make direct relationships with each current user. EMnet Annual License fee is \$598.00, or it can be billed for \$49.83 monthly. Services that have not made arrangement to continue will be discontinued as of 12/31/2014. If agencies want to keep it they need to fund it on their own.

MABAS Division 5 Photographer Definition: Chief Macko discussed the outline for Fire Ground Photographers, all departments are asked to review for further discussion in February.

Election of Officers: Ret. Chief Saletta reported that the committee met and the following nominations are being presented:

President – Chief Jeff Macko
Vice-President – Chief Bob Bradbury
Treasurer – Chief Paul DeRaedt
Secretary – A/D Bob Ellsworth

Chief then moved for any nominations from the floor 3 times with no further nominations given. **Motion by Chief Tobiasz and second by Chief Kreher to close nominations. Passed. Motion by Chief Tobiasz and second by Chief Caudle to approve the nominations as Officers for the next 2 years. Passed.**

On Monday December 22, 2014, an audit will be performed with Ret. Chief Moore (Immediate Past Treasurer), Chief DeRaedt (Elected Incoming Treasurer), Chief Bradbury and Chief Caudle.

MABAS-IL Elections: Anyone interested in running for the 1st Vice-President or Treasurer/Comptroller contact Chief Macko. Currently these positions are held by; MABAS-IL 1st Vice President-Terry Lipinski and MABAS-IL Treasurer / Comptroller-Paul Maplethorpe. The election will be held at the conference in February.

Dates and Locations of 2015 Meetings:

Feb. 19 th	Woodstock #3	Apr. 15 th	Cary
Jun. 17 th	Huntley Annex	Aug. 19 th	EMA
Oct. 21 st	Marengo	Dec. 16 th	Spring Grove

Any business not on the agenda: Chief Tobiasz led a discussion on FIT testing machines.

Cindy Amore reported on the current status of Mobile Integrated Health proposal that is being reviewed by IDPH. They are expecting action on behalf of this program, by IDPH with the March EMS Governors EMS Council meeting.

D/C Horist asked if other departments had received an invoice from MESS.

EMA Planner Turkic announced that EMA will be hosting the Threat and Risk Assessment course (MGT-310). The course will be presented by the Texas A&M Engineering Extension Service (TEEX) on February 2nd and 3rd, 2015, 08:00 - 16:00 both days. EMA will also be hosting HSEEP (Homeland Security Exercise and Evaluation Program) course on April 1st and 2nd, 2015, 08:30 - 17:00 both days. Both of these courses will be held at the EOC and both are free. All those interested should register at: <https://public.iema.state.il.us/iema/Training/OnlineReg/classes.asp>

Next meeting is Thursday, February 19, 2015 at Woodstock Station #3.

Thank you to Chief Tobiasz and the staff of the Spring Grove FPD for lunch. **Motion by A/C Frazier second by Chief Caudle to adjourn at 1355 hrs. Passed.**

Respectfully submitted,

 (ES)

R. Ellsworth, Jr., CEM

Attendance**Name**

Jeff Macko
Ken Caudle
Jim Saletta
Don Burr
Dave Christensen
Bob Ellsworth
Laris Turkic
Rich Tobiasz
Steve Frazier
Bob Bradbury
Scott Small
Al Vrshek

Dept.

CARY
HUNT
Liaison
SEECOM
EMA
EMA
EMA
SPGR
MRGO
MRGO
MRGO
MABAS-IL

Name

Bob Kreher
Rev. Gerald Schalk
Duane Cedergren
Bud Hicks
Carolyn Decmen
Cindy Amore
Rick Gallas
Cynthia Tomusiak
Terry Menzel
Paul DeRaedt
Rudy Horist
Tony Huemann

Dept.

FRGR
FRGR
MCSO
MCSO
MCSO
EMS
RICH
SRT
WSTK
CRLK
MCHY
MCHY