



MABAS DIVISIONS 4 & 5 SPECIALIZED RESPONSE TEAMS

JOINT ADMINISTRATIVE COUNCIL

MEETING MINUTES

November 16, 2020 – 2:00 PM

** Meeting was held via remote video conferencing. **

Call to Order

Chief Rich Carani (Chairman) called the meeting to order at 2:03 pm.

Roll Call

Council members present at the meeting were Chief Rich Carani, Chief Greg Formica, Chief Mike Hill, Chief Bob Kreher, Deputy Chief Steve Spraker and Chief Jeff Steingart.

Others present include Division 4 Operation Chief Kevin Cronin and Administrative Coordinator Christina Loomis.

Introduction of Guests: None

Presentations: None

Public Comment: None

Chairman's Report

- OSFM Recertification Training: Chief Carani presented his ideas regarding OSFM Certification Training and SRT. He suggested that the SRT team leaders/coordinators and Training Committee work together to ensure that team trainings meet any OSFM recertification requirements in the future to assist member agencies.

Secretary/Treasurer's Report

Chief Greg Formica (Secretary/Treasurer) presented the minutes for the October 28, 2020 meeting for approval. A motion was made by Chief Steingart, seconded by Chief Hill to approve the minutes. Roll call vote: 6 AYES, 0 NAYS. Motion carried.

Chief Greg Formica presented the Treasurer's Report for November 2020 for approval. A motion was made by Chief Hill, seconded by Chief Steingart to approve the November Treasurer's Report. Roll call vote: 6 AYES, 0 NAYS. Motion carried. He also presented the bills for payment. A motion was made by Chief Steingart, seconded by Chief Hill to pay the bills. Roll call vote: 6 AYES, 0 NAYS. Motion carried.

Administrative Coordinator's Report:

Administrative Coordinator Loomis presented her report. She reported that there were six new members this month and gave an overview of the in-person training for October as well as the number of team members that have taken the on-line training offerings. She also reported that there was one SRT incident since the last meeting. The Wildland Task Force responded to Lake Forest on November 9, 2020 for a brush fire. Administrative Coordinator Loomis also gave an update on a number of administrative items including (1) the open application period for team leader/coordinator positions, (2) the 2020 End of Year Training Forms and training requirements and (3) the 2021 training requirements. Discussion occurred regarding 2020 training requirements considering the increase in COVID-19 cases. The JAC directed Administrative Coordinator Loomis to work with the Operations Chiefs and team leaders/coordinators to determine which team members tried to meet the requirements.

Operations Chiefs' Reports

- MABAS Division 4: Operations Chief Cronin gave an update on the Division 4 teams. A copy of Chief Cronin's report was included in the meeting packet.
- MABAS Division 5: No report.

Strategic Planning

- 2020 One-Year Tasks & Assignments: Administrative Coordinator Loomis reviewed the status and next steps of the one-year task assignments.
 - Promotional/Educational/Recruitment Video Proposals: Administrative Coordinator Loomis gave an overview of three proposals received for the promotional/educational/recruitment video project. A motion was made by Chief Steingart, seconded by Chief Hills, to enter into a contract with Brandstorm 57 for the development of promotional/educational/recruitment videos. Roll call vote: 6 AYES, 0 NAYS. Motion carried.

Old Business: None

New Business: None

Items for the Good of the Membership: None

Adjournment

A motion was made by Chief Steingart, seconded by Chief Kreher to adjourn the meeting at 2:34 p.m.
Motion carried.