



MABAS DIVISIONS 4 & 5 SPECIALIZED RESPONSE TEAMS

JOINT ADMINISTRATIVE COUNCIL

MEETING MINUTES

May 2, 2023 – 9:00 AM

Greater Round Lake Station 1
409 W. Nippersink Road
Round Lake, IL 60073

****Meeting was held in-person, but team leaders/coordinators were able to join via Zoom.****

Call to Order

Deputy Chief Steve Spraker (Chairman) called the meeting to order at 9:00 am.

Roll Call

Council members present at the meeting were Deputy Chief Ron Echtenacher, Chief Greg Formica, Chief Bob Kreher, Deputy Chief Steve Spraker, and Chief Jeff Steingart.

Others present include Division 5 Dive Coordinator Sean Baumgartner, Division 4 Operations Chief Chas Buschick, Administrative Coordinator Christina Loomis, Division 4 Assistant Wildland Task Force Leader Dave Reid (Zoom), Wildland Task Force Training Coordinator Josh Roberts (Zoom), Division 4 Technical Rescue Team Leader Mark Skala (Zoom), and Division 5 Operations Chief Chris Williams (Zoom).

Introduction of Guests: None

Presentations: None

Public Comment: None

Chairman's Report

- Replacement JAC Member (MABAS Division 5): Deputy Chief Spraker reported that MABAS Division 5 is still looking for a replacement JAC member. They did not appoint anyone at their April 12th meeting.

Secretary/Treasurer's Report

Chief Greg Formica (Secretary/Treasurer) presented the minutes for the April 11, 2023 meeting for approval. A motion was made by Chief Steingart, seconded by Chief Kreher to approve the minutes. Motion carried.

Chief Greg Formica presented the bills for payment. A motion was made by Deputy Chief Echtenacher, seconded by Chief Kreher to pay the bills. Roll call vote: 5 AYES, 0 NAYS. Motion carried.

Administrative Coordinator's Report

Administrative Coordinator Loomis presented her report. She reported that there were two new team members this month and gave an overview of the training for April 2023. She reported the Wildland Task Force and Mechanics Team responded to two incidents. One in Pleasant Prairie and one in Lake Zurich. She also gave an update on a few administrative items including (1) the open application period for five leadership positions, (2) the search for an inside location to house the new Swiftwater Trailer, (3) surplus equipment that was returned to MABAS-IL and (4) she will be out of the country from May 19th through May 28th.

Operations Chiefs' Reports

- MABAS Division 4: Operations Chief Buschick gave an update on the Division 4 teams. A copy of Chief Buschick's report was included in the meeting packet.
- MABAS Division 5: Operations Chief Williams gave an update on the Division 5 teams. A copy of Chief Williams' report was included in the meeting packet.

Team Leaders/Coordinators

- 2023 Operating Budget & Year-to-Date Expenditures: Administrative Coordinator Loomis gave an update on the 2023 year-to-date expenditures for all special teams.
- Annual Review of Standard Operating Guidelines (SOGs): Administrative Coordinator Loomis led a discussion about proposed SOG changes and the timeline for review.

Strategic Planning

- Status of One-Year Tasks & Assignments: Discussion occurred regarding the priority one-year tasks and assignments from SRT's Strategic Plan.

Old Business

- Wildland Task Force Vehicle: Operations Chief Buschick reported that he is working with the team leaders on a written proposal to present at an upcoming JAC meeting.

New Business

- Water Team Leader Position Evaluation: Deputy Chief Spraker and Administrative Coordinator Loomis led a discussion about the Water Team Leader position. The consensus of the JAC was to not fill the upcoming open position of Division 4 Water Team Leader and to remove it from the SRT organizational chart.
- CIP Working Group (Roll-Off Truck Model Discussion): Administrative Coordinator Loomis led a discussion about the need to form a working group to evaluate the roll-off truck model.

Items for the Good of the Membership

Adjournment

A motion was made by Chief Steingart, seconded by Chief Kreher to adjourn the meeting at 10:35 AM. Motion carried.

Next Regular Meeting: June 20, 2023 at 9:00 am (Greater Round Lake Station 1, 409 W. Nippersink Road, Round Lake, IL 60073)