



MABAS DIVISIONS 4 & 5 SPECIALIZED RESPONSE TEAMS

JOINT ADMINISTRATIVE COUNCIL

MEETING MINUTES

October 3, 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 4 Operations Chief Chas Buschick, Division 4 Wildland Task Force Leader Tom Flader, Administrative Coordinator Christina Loomis, Division 5 Technical Rescue Team Leader Bobby Seyl (Zoom), Division 5 Assistant Mechanics Team Leader Mike Shannon (Zoom), and Division 4 Technical Rescue Team Leader Mark Skala (Zoom).

Introduction of Guests: None

Presentations: None

Public Comment: None

Chairman's Report

- Replacement Operations Chief (MABAS Division 5): Deputy Chief Spraker shared that MABAS Division 5 is working on finding a replacement Operations Chief.
- SRT Sonar Team Open Application Period: Deputy Chief Spraker shared that the SRT Sonar Team will have an open application period this fall.
- Opening of Bids for Surplus Sonar Boat & Trailer: Administrative Coordinator Loomis shared that no bids were received for the sonar boat and trailer. The JAC directed Administrative Coordinator Loomis to send the boat to auction.

Secretary/Treasurer's Report

Chief Greg Formica (Secretary/Treasurer) presented the minutes for the September 5, 2023 meeting for approval. A motion was made by Chief Steingart, seconded by Deputy Chief Echtenacher to approve the minutes. Motion carried. He also presented the September 2023 Treasurer's Report for approval. A motion was made by Deputy Chief Echtenacher, seconded by Chief Kreher to approve the September 2023 Treasurer's Report. Motion carried.

Chief Formica presented the bills for payment. A motion was made by Chief Steingart, 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 four new team members this month and gave an overview of the training for September 2023. She also gave an update on a few administrative items including (1) the 10/4/2023 Lake County LEPC Tabletop Exercise and (2) the disposition of surplus equipment.

Operations Chiefs' Reports

- MABAS Division 4 & 5: Operations Chief Buschick gave an update on the Division 4 & 5 teams. A copy of Chief Buschick's 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.
- 2023 Purchase Order Deadline: 10/31/2023: Administrative Coordinator Loomis reminded team leaders the purchase order deadline is 10/31/23.

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 Task Force Leaders on this project.
- 2024 Proposed Capital Improvement Plan Purchases: Discussion occurred regarding the 2024 proposed CIP purchases.

New Business: None

Items for the Good of the Membership: None

Adjournment

A motion was made by Chief Kreher, seconded by Chief Steingart to adjourn the meeting at 9:28 am.
Motion carried.

Next Regular Meeting: November 7, 2023 at 9:00 am (Greater Round Lake Station 1, 409 W. Nippersink Road, Round Lake, IL 60073)