



MABAS DIVISIONS 4 & 5 SPECIALIZED RESPONSE TEAMS

JOINT ADMINISTRATIVE COUNCIL

MEETING MINUTES

November 7, 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 9:04 am.

Roll Call

Council members present at the meeting were Deputy Chief Ron Echtenacher, Chief Greg Formica, Chief Bob Kreher, Deputy Chief Steve Spraker, Chief Jeff Steingart, and Chief Paul Klicker (arrived at 9:20 am).

Others present include Division 4 Operations Chief Chas Buschick, Division 4 Wildland Task Force Leader Tom Flader, Administrative Coordinator Christina Loomis, Division 4 Assistant Wildland Task Force Leader Dave Reid (Zoom), Division 5 Technical Rescue Team Leader Bobby Seyl (Zoom), and Division 5 Mechanics Team Leader Mike Shannon.

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.

Secretary/Treasurer's Report

Chief Greg Formica (Secretary/Treasurer) presented the minutes for the October 3, 2023 meeting for approval. A motion was made by Chief Steingart, seconded by Chief Kreher to approve the minutes. Motion carried. He also presented the October 2023 Treasurer's Report for approval. A motion was made by Deputy Chief Echtenacher, seconded by Chief Steingart to approve the October 2023 Treasurer's Report. Motion carried.

Chief 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 four new team members (membership effective 1/1/2024) this month and gave an overview of the training for October 2023. She also gave an update on a few administrative items including (1) the 2024 budget approvals, (2) the proceeds of the surplus equipment auction, and (3) updates to the bank signature cards.

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 End of Year Training Forms: Administrative Coordinator gave an update on the 2023 end of year training forms.

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: Administrative Coordinator Loomis and Operations Chief Buschick led a discussion about a proposal for a new trailer to store the Division 4 ATV and wildland equipment. A motion was made by Chief Steingart, seconded by Chief Kreher to approve the purchase of a new trailer for the Wildland Task Force in an amount not to exceed \$15,000. Roll call vote: 5 AYES, 0 NAYS. Motion carried.

New Business

- 2024 Meeting Schedule Discussion: Deputy Chief Spraker led a discussion about the 2024 JAC meeting schedule. The JAC decided to leave the meeting as the first Tuesday of each month at 9:00 am at the Greater Round Lake FPD Station 1.

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 9:31 am. Motion carried.

Next Regular Meeting: December 5, 2023 at 9:00 am (Greater Round Lake Station 1, 409 W. Nippersink Road, Round Lake, IL 60073)