



MABAS DIVISIONS 4 & 5 SPECIALIZED RESPONSE TEAMS

JOINT ADMINISTRATIVE COUNCIL

MEETING MINUTES

December 5, 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 Chief Greg Formica, Chief Paul Klicker, Chief Bob Kreher, Deputy Chief Steve Spraker, and Chief Jeff Steingart.

Others present include Division 4 Operations Chief Chas Buschick, Division 4 Sonar Team Leader Jason Daun, Technical Rescue Team Training Coordinator John Gaffke (Zoom), Division 4 Assistant Technical Rescue Team Leader Russ Kluchka, Administrative Coordinator Christina Loomis, Technical Rescue Team Structural Collapse Discipline Support Leader Ryan Mastandrea (Zoom), Division 4 Mechanics Team Leader John Rikje, Division 4 Assistant Wildland Task Force Leader Dave Reid, Division 5 Assistant Mechanics Team Leader Mike Shannon, Technical Rescue Team Assistant Training Coordinator Mike Vitale.

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 November 7, 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 November 2023 Treasurer's Report for approval. A motion was made by Chief Klicker, seconded by Chief Kreher to approve the November 2023 Treasurer's Report. Motion carried.

Chief Formica presented the bills for payment. A motion was made by Chief Kreher, seconded by Chief Steingart 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 (membership effective 1/1/2024) this month and gave an overview of the training for November 2023. She also gave an update on a few administrative items including (1) the Sonar Team open application period, (2) the FY2023 Internal Audit Committee, (3) the status of the 2022/2023 capital purchases, and (4) incoming funds for spiller pays and auction proceeds.

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

- 2022 Accomplishments: Administrative Coordinator Loomis shared SRT's major 2023 accomplishments with the group.
- 2022 End of Year Accounting: Administrative Coordinator Loomis reported that she will be completing a final check run for 2023 on 1/4/2024.
- 2024 Training Schedules: Administrative Coordinator Loomis reminded the team leaders to send in their 2024 training schedules so the SRT training calendar can be updated.

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

New Business

- Approval of 2024 Meeting Schedule: A motion was made by Chief Steingart, seconded by Chief Kreher, to approve the 2024 meeting schedule as presented. Motion carried.

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 9:29 am. Motion carried.

Next Regular Meeting: January 2, 2024 at 9:00 am (Greater Round Lake Station 1, 409 W. Nippersink Road, Round Lake, IL 60073)