



MABAS DIVISIONS 4 & 5 SPECIALIZED RESPONSE TEAMS

JOINT ADMINISTRATIVE COUNCIL

MEETING MINUTES

May 7, 2024 – 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 Echtenacher, 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, Div. 4 HazMat Monitoring Equipment Manager Frank Cordova (Zoom), Technical Rescue Team Assistant Training Coordinator John Gaffke, Division 4 Technical Rescue Assistant Team Leader Russell Kluchka (Zoom), Administrative Coordinator Christina Loomis, Technical Rescue Team Training Coordinator Mike Vitale, and Division 5 Operations Chief Chris Way

Introduction of Guests: None

Presentations: None

Public Comment: None

Chairman's Report

- MABAS Division Deployable Rosters for Special Teams: Deputy Chief Spraker gave an update on MABAS division deployable rosters for special teams following his discussion with Don Davids (MABAS-IL).

Secretary/Treasurer's Report

Chief Greg Formica (Secretary/Treasurer) presented the minutes for the April 2, 2024 meeting for approval. A motion was made by Chief Steingart, seconded by Chief Kreher to approve the minutes. Motion carried. He also presented the April 2024 Treasurer's Report for approval. A motion was made by Deputy Chief Echtenachaer, seconded by Chief Kreher to approve the April 2024 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: 6 AYES, 0 NAYS. Motion carried.

Administrative Coordinator's Report

Administrative Coordinator Loomis presented her report. She reported that there were eight new team members this month and gave an overview of the training for April 2024. Administrative Coordinator Loomis reported on three incidents since the last meeting: Technical Rescue Team response to Round Lake Beach on April 13 and the Wildland Task Force responses to Lindenhurst on April 14 and Lake Zurich on April 28. She also gave an update on a few administrative items including (1) the 2024 SOG updates, (2) the status of the new Division 4 wildland trailer, and (3) the proposal by Chris Rohde and the Technical Rescue Team leaders to hold a trench operations class this fall.

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 Way gave an update on the Division 5 teams.

Team Leaders/Coordinators

- 2024 Year-to-Date Expenditures: Administrative Coordinator Loomis gave an update on the 2024 year-to-date expenditures for all special teams.

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: None

New Business

- Preliminary Review of Updated Standard Operating Guidelines (SOGs): Discussion occurred regarding the proposed updates to the administrative and special team SOGs. Further review and approval will take place at the June JAC meeting.

Closed Session

- Discuss appointment, employment, compensation, discipline, performance or dismissal of employees: A motion was made by Chief Steingart, seconded by Deputy Chief Echtenacher to enter closed session at 10:08 am. Motion carried. A motion was made by Chief Kreher, seconded by Deputy Chief Echtenacher to return to open session at 10:53 am. Motion carried. A motion was made by Deputy Chief Echtenacher, seconded by Chief Klicker to authorize the Chairman to fill the Administrative Coordinator position. Motion carried.

Items for the Good of the Membership: None

Adjournment

A motion was made by Chief Kreher, seconded by Chief Klicker to adjourn the meeting at 10:55 am. Motion carried.

Next Regular Meeting: June 4, 2024 at 9:00 am (Greater Round Lake Station 1, 409 W. Nippersink Road, Round Lake, IL 60073)