



## MABAS DIVISIONS 4 & 5 SPECIALIZED RESPONSE TEAMS

### JOINT ADMINISTRATIVE COUNCIL

#### MEETING MINUTES

September 3, 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

Chief Spraker called the meeting to order at 9:11 am.

#### Roll Call

Council members present at the meeting were Deputy Chief Echtenacher, Chief Greg Formica, Chief Paul Klicker, Chief Bob Kreher, and D/C Steve Holz.

Others present include Division 4 Operations Chief Chas Buschick, Chief Administrative Officer Jeff Steingart, and Division 5 Operations Chief Chris Way

Introduction of Guests: None

Presentations: None

Public Comment: None

Chairman's Report: Chief Spraker introduced Deputy Chief Steve Holtz to the group. D/C Holtz will take the position as MABAS 4 JAC Representative held by Chief Steingart.

Chief Spraker also reported that Chief Steingart is ready to begin serving as MABAS 4 & 5 SRT-JAC Chief Administrative Officer once approved by the Board.

#### Secretary/Treasurer's Report

Chief Spraker reported that because of the early meeting, the Treasurer's report and Meeting Minutes from August will be tabled until the October Meeting.

#### Administrative Coordinator's Report

Chief Spraker presented the Administrative Coordinator's Report which is attached.

#### 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. A copy of Chief Way's report was included in the meeting packet.

#### Team Leaders/Coordinators

- 2024 Year-to-Date Expenditures: Chief Spraker presented his report of year-to-date expenditures.
- 2025 Operating & Capital Budget Preparation: Chief Klicker made a motion to approve the FY2025 Capital Budget that was presented. Second by Chief Kreher; all aye, motion carried. The budget will now be presented to the MABAS Divisions.

#### 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

- No Report

#### New Business

- Election of Vice-Chairman: Chief Formica made a motion to nominate Chief Echtenacher as Vice-Chairman of the Division 4 & 5 SRT-JAC. Second by Chief Klicker; all aye, motion carried.

- Approval of Chief Administrative Officer Contract: Chief Formica made a motion to approve the contract with Jeff Steingart to serve as MABAS 4 & 5 SRT-JAC Chief Administrative Officer that was presented. Second by Chief Kreher; all aye, motion carried.

Items for the Good of the Membership:

None

Adjournment

A motion was made by Chief Kreher, seconded by Chief Echtenacher to adjourn the meeting at 10:15 am. Motion carried.

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