



JOINT ADMINISTRATIVE COUNCIL

MEETING MINUTES

March 4, 2025

The regular meeting of the MABAS 4 & 5 SRT JAC was called to order at the Greater Round Lake Fire Protection District Station 1 by Chairman Spraker at 09:00.

Roll Call: Kreher, Echtenacher, Formica, Klicker. Also present: Ops Chief Buschick, Chief Administrative Officer Steingart and several team leaders.

Introductions of Guests: No guests were present

Public Comment: There was no public comment.

Chairman's Report: Chief Spraker had no report.

Presentations: There were no presentations.

Secretary/Treasurer's Report: Chief Formica presented the minutes for the February 2025 meeting for approval. Chief Kreher made a motion to approve the November minutes. Seconded by Chief Klicker; all ayes, motion carried.

Treasurer's Report: Chief Formica presented the February 2025 Treasurer's Report for approval. Chief Kreher made a motion to approve the Treasurer's Report. Seconded by Chief Echtenacher; all ayes, motion carried.

Bills for Payment: Chief Formica presented the February bills for payment. Chief Klicker made a motion to approve the bills for payment. Seconded by Chief Kreher; roll call vote was all aye, motion carried.

Chief Administrative Officer's Report:

- The CAO gave an update on new team members.
- The CAO gave a report on the February training.
- The CAO gave a report on incidents that have occurred.
- The CAO discussed correspondence that was received.
- The CAO gave an update on the Worker's Compensation audit. There will be an additional refund of \$1222.00
- They are working on setting up an audit committee.

- CAO reported that he is working on some leadership positions.
- CAO reported that the Mechanics Team is working on the deployment trailer and updating the supplies.
- The Mechanics truck is currently out of service for repairs.
- The Illinois MABAS water rescue team is looking for new members.
- CAO is working with our insurance company on finding a policy to cover portable equipment.
- CAO has updated our SAM.gov account.
- CAO has completed the process of renewing our tax-exempt status.

Operations Chief's Reports:

- Operations Chief Buschick gave an update for the MABAS 4 Teams.
- Operations Chief Ray had no report.

Team Leaders/Coordinators:

- CAO Steingart gave an update on the year-to-date expenditures.
- Haz-Mat Team Leader Weidman gave an overview of some new radiological monitoring equipment that was provided by the Federal Government to help detect radiological substances that are detected in public. BC Weidman will be working with CAO to develop a response guideline for how the technicians will be notified, deployment, and operations.

Strategic Planning:

- CAO Steingart gave an update on the Strategic Plan.

Old Business:

- Nothing

New Business:

- Nothing

Closed Session: There was no closed session.

Adjournment: Chief Klicker made a motion to adjourn the meeting at 9:25. Seconded by Chief Echtenacher; all aye, meeting adjourned.