

**Mutual Aid Box Alarm System  
MABAS Division I  
Regular Meeting Minutes  
November 14, 2018**

<b>President</b>	<b>Vice President</b>	<b>Secretary/Treasurer</b>
Chief Scott Andersen	Chief Richard Mikel	Deputy Chief Andrew Larson
Palatine F.D. 39 E. Colfax Street Palatine, IL. 60067 (847) 202-6340 <a href="mailto:sandersen@palatine.il.us">sandersen@palatine.il.us</a>	Elk Grove Village 901 Wellington Ave. Elk Grove Village IL 60007 (847) 734-8002 <a href="mailto:rmikel@elkgrove.org">rmikel@elkgrove.org</a>	Arlington Heights F.D. 1150 N. Arlington Heights Rd. Arlington Heights, IL. 60004 (847) 368-5456 <a href="mailto:alarson@vah.com">alarson@vah.com</a>

**MABAS Division I  
Membership**

Members present at this meeting were:

Arlington Heights	Andrew Larson Pete Ahlman Ken Koeppen	Palatine	Scott Andersen Doug Hoyt Paul Macaluso Matthew Nagy Patrick Gratziana
Des Plaines	Alan Wax Pete Dyer	Palatine Rural	Rich May
Elk Grove Township	No Representative	Rolling Meadows	Terry Valentino
Elk Grove Village	Lance Harris	Schaumburg	Jim Walters
Hoffman Estates	Pat Fortunato Tom Mackie	Streamwood	Chris Clark Marv Kramer
Mount Prospect	Brian Lambel	Wheeling	Mike McGreal
Northwest Central	Cindy Brick	Other CC DHS/EM	Brian Daleige
Guests Northern Illinois University – MPA Program	Dr. Kurt Thurmaier Denise Burchard	Northwest Community Hospital	No Representative

**Call to Order:** 1335 Hours

**Pledge of Allegiance**

**Recognition of Members**

Chief Ken Koeppen – Arlington Heights – Retirement

Deputy Chief Andrew Larson – Arlington Heights – Acting Chief

**APPROVAL OF MINUTES**

Motion – Approve minutes of the September 12, 2018 meeting.

Made by: Terry Valentino

Seconded by: Pat Fortunato

Motion passed by unanimous vote.

**TREASURER’S REPORT**

Andrew Larson reported that for the period ending October 31, 2018 the “Checking” account balance was \$23,150.02 and the “Money Market” account balance was \$36,513.20.

Motion – To accept the Treasurer’s Report

Made by: Brian Lambel

Seconded by: Pat Gratianna

Motion passed by unanimous vote.

**COMMITTEE REPORTS**

**MABAS Executive Board**

Scott Andersen reported on the acknowledged confusion regarding the recent deployments to areas impacted by the hurricanes. Scott stated MABAS is sensitive to our membership’s desire to participate and recognizes they were slow to offer assistance.

**First Responder Task Force**

Pete Dyer advised the county is working to resurrect the Task Force. Pete also informed that Cook County is requesting each department submit pharmaceutical counts for department members and their immediate family members. Completion direction will be forthcoming.

**Communications/Box Cards**

Central advised of one box alarm in Elk Grove Village since our last meeting. Central recommended a MABAS run number be assigned each time a MABAS asset responds. Central suggests department’s making alterations to their Box Cards either include or meet with them during the 30 day review period.

**Training**

Tom Mackie reported he and Marv Kramer would not be serving additional terms on the Training Committee. With their departure, Nathan Gac will serve as Committee Chairperson, Dwayne Wood will serve as Vice Chair, and Tim Cassidy will serve as

Secretary. Tom informed that all participants in the most recent Advanced Tech Firefighter program passed their practical examinations.

### **Water Rescue Team**

Doug Hoyt reported positive feedback received as a result of the International Dive Rescue Conference. Doug stated upcoming trainings in 2019 will include Ice Diving and Water Ops, and a Water Rescue Seminar on March 13. Doug advised the inflatable boat is currently Out-Of-Service due to leaks. Doug also advised the Water Rescue Committee will consist of the following persons: Chairperson – Todd Rishling, Vice Chair – Chuck Zimmerman, Secretary – Joe Markowski.

### **TRT Team**

No Report Provided

### **HazMat Team**

Paul Macaluso stated the Administrative Sub-Committee continues to work on the Overview with the goal of developing common training requirements across all division departments. Additionally, Paul advised the 2019 Training Plan was being developed. This plan will provide 10 trainings per year with the topics being offered in back-to-back months. Lastly, the ADP 2000 will be decommissioned in 2019 and the LCD was sent to Smith's, cost of \$500.00, to be looked at. Any identified calibration needs would be covered by that \$500 fee.

### **Division I Website**

Scott Andersen reminded attendees to update the check lists as needed.

### **Operational Guideline/Policy Statement**

OG/PS continues to meet every month. Terry Valentino will no longer be serving as a committee member. As a result, Pat Gratziana will be serving as the Committee Chairperson. Other committee members will include Pete Dyer as Vice Chair and Mike McGreal as Secretary. Work continues on Water Rescue and Radio Designation Guidelines. Upcoming projects include: MVU, ICS, Accountability, and MCI Trailer. Policy #110 – Training Committee Overview was presented for approval.

Motion – To accept Policy #110

Made by: Rich May

Seconded by: Terry Valentino

Motion passed by unanimous vote.

### **Fire Investigations**

Lt. Nagy stated the team has completed its 2<sup>nd</sup> year as a group. As a group they are experiencing increased and enhanced communication between departments. Additionally, the group has acknowledged an enhanced training environment with 5 quality trainings for Division 1 members taking place in 2018. Lt. Nagy advised the Committee members for 2019 will be: Matt Nagy – Chairperson, Dave Roberts – Vice Chairperson, Steve White – Secretary, and Bill Eckert – Training Coordinator.

### **OLD BUSINESS**

Andrew Larson reported on a communication he had with Glenn Ericksen related to the reimbursement process for repairs completed on Decon 1. According to Glenn PO 13319 FOR \$4,597.01 was submitted to IEMA for approval on 9/11/18. Once IEMA

approves the request it can then be submitted to Cook County DHSEM for payment. PO 13391 for \$15,940.61 was entered into the approval system on 11/01/18.

Terry Valentino spoke to the need of adjusting the September 12, 2018 motion which allowed \$1,000 to be utilized for UTV repairs. Due to the need for additional tire replacement the original motion requires an increase of \$223.50.

Motion – to amend the September 12, 2018 motion of \$1,000 for UTV repairs to \$1,223.50

Made by: Jim Walters

Second: Rich May

Motion passed by unanimous vote

### **NEW BUSINESS**

Scott Andersen Provided a report on the Operating Budget thru October 31, 2018 and presented an identical 2019 Operating Budget for approval.

Motion – to adopt the 2019 Operating Budget as presented

Made by: Chris Clark

Second: Pat Gratianna

Motion passed by unanimous vote

Scott also advised that the Division should be following the Open Meetings Act and Freedom of Information Act. This requirement should be followed by the Sub-Committee's too. Postings of Meeting Agendas, Minutes, and Budgets will be stored on the Division 1 website and available by FOIA. All meetings must have their corresponding agendas physically posted at the meeting location 48 hours in advance of the meeting. We have also been advised to hire an accountant and have a yearly financial audit conducted.

Scott announced the election of officers to serve the organization from January 2019 – December 2021. Scott Andersen was nominated to serve as President, Rich Mikel was nominated to serve as Vice President, and Andrew Larson was nominated to serve as Secretary/Treasurer.

Motion – to install as Officers representing MABAS Division 1

Made by: Lance Harris

Second by: Tom Mackie

Motion passed by unanimous vote

### **FOR THE GOOD OF THE ORDER**

Alan Wax provided an Operation North Pole update.

Brian Lambel reminded that team leaders are responsible for their team members receiving the Tier II Cards. Brian also stated the IFCs are developing an email list for the sharing of Training Bulletins.

NWCDS advised they will be pushing out a template to follow when developing Emergency Operation Plans.

**ADJOURNMENT** (1502)

Motion to adjourn was made by: Alan Wax  
Seconded by: Pat Fortunato  
Motion passed by unanimous vote.

**NEXT MEETING**

**Wednesday, January 9, 2019 at 1330 hours**  
Location – Arlington Heights Station 2