MABAS DIVISION 1 MEETING AGENDA
November 4, 2026
13:30 hours Elk Grove Village Fire Station No. 8

I. Call to Order (Quorum of 50% +1; 8 FD's required)

- Pledge of Allegiance

II. Recognition of Members

III. Public Comment

IV. Guests

- Kim Godden, Paramedic Billing Services

V. Approval of Minutes

- Approval of September 9, 2026, meeting minutes (v)

VI. Treasurer's Report

- Approval of Balance Sheet & Profit/Loss Detail (v)
- Approval of the 2027 Budget (v)

VII. Committee Reports

1. **MABAS Division 1 Executive Board –** Chief Meyer
    a. MABAS-IL Executive Board meeting notes – October 14, 2026
    b. Div9 Standby Request – ALS Ambulances – October 11 Marathon
    c. Des Plaines FD dispatch transferred from RED Center to Cook Co. Sheriff's 9-1-1
2. **MABAS-IL –** Chief Vrshek
    a. MABAS-IL Updates
    b. Next MABAS-IL Executive Board meeting February 23, 2027, at 16:00 (Summit)
3. **Fire Investigations Team –** Bill Eckert
4. **Communications / Box Alarms –** Jeb Lyons
5. **Training Committee –** Div/C Kluzek
6. **Water Rescue Team –** D/C Markowski
7. **Technical Rescue Team –** B/C Chapman
8. **Hazardous Materials Teams –** D/C Buzzard

9. **Logistics –** Chief Mackeben
10. **Health and Safety Committee** – B/C Cassidy
11. **Operational Guidelines/Policy Statements –** D/C Lavacchi
    a. **FINAL** Submission
        i. #530 Multiple Patient Management (v)
        ii. #690 Mobile Command Center (v)
    b. **INITIAL** Submission
        i. #101 OG/PS Sub-Committee

VIII. Old Business

IX. New Business

X. For the Good of the Order

- Next Chief's Breakfast Meeting; Wednesday, December 2, 07:30
- Metropolitan Fire Chief's Association Meeting; Thursday, December 3

XI. Next MABAS Division 1 Meeting

- January 13, 2027, at Arlington Heights Fire Station No. 2, at 13:30

XII. Adjournment (v)

Mutual Aid Box Alarm System MABAS Division-1
Regular Meeting Minutes
September 9, 2026

President	Vice President	Treasurer	Secretary
Chief Michael Meyer	Chief Alan Wax	Chief William Gabrenya	Chief Pete Sutter
Streamwood F.D.	Hoffman Estates F.D.	Bartlett F.P.D.	Rolling Meadows F.D.
1204 S. Park Ave	1900 Hassell Rd	234 Oak Ave	3201 W. Algonquin Rd
Streamwood, IL 60107	Hoffman Estates, IL 60169	Bartlett, IL 60103	Rolling Meadows, IL 60008
Ofc (847) 736-3655	Ofc (847) 843-4825	Ofc (630) 837-3701	Ofc (847) 397-3352
mmeyer@streamwood.org	alan.wax@vohe.org	wgabreyna@bartlettfire.com	sutterp@cityrm.org

A. MABAS Division-1 Membership

The following individuals were present at this meeting:

Arlington Heights FD	Lance Harris Ross Chapman	Northwest Central	Jeb Lyons Erin Eaton
Barrington FD	John Christian	Palatine FD	Scott Mackeben Anthony LaVacchi Rob Kluzek Matt Buzzard
Barrington-Countryside FPD		Rolling Meadows FD	Pete Sutter
Bartlett FPD	William Gabrenya	Schaumburg FD	Fabio Puccini
Buffalo Grove FD	Lawrence Kane	Streamwood FD	Mike Meyer
Des Plaines FD		Wheeling FD	Scott Salela
Elk Grove Village FD	Richard Mikel Davis Hoppe	Special Guests	Michael Ryan HTES
Hoffman Estates FD	Alan Wax Jeff Northrup	Northwest Community EMS System	
Inverness FPD	Rich Kurka	MABAS-Illinois	Spencer Kimura Al Vrshek
Mount Prospect FD	Tom Wang Bill Eckert		

I. CALL TO ORDER BY PRESIDENT Meyer

Arlington Heights Fire Station 2

1331 hours –September 9th, 2026
President Meyer declared there to be a quorum present

II. PLEDGE OF ALLEGIANCE – Led by President Meyer

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III. RECOGNITION OF MEMBERS – D/C Jeff Northrup HEFD, D/C David Hoppe EGVFD

IV. PUBLIC COMMENT or PRESENTATION

Alliance Disaster Kleenup – Ariel Doheny and Dan Weber provided a presentation on their services which includes: Board up and after fire care for the owner/occupant and security of the scene.

V. GUESTS – No outside guest present

VI. APPROVAL OF MINUTES

President Meyer presented the minutes from the May 13th 2026 meeting. A motion to approve the minutes from the May 13th 2026 meeting was made by Schaumburg and seconded by Hoffman Estates. The motion passed by unanimous voice vote (13-0).

VII. TREASURER'S REPORT – Treasurer Gabrenya

Financial Report

A. As of August 31st, 2026, the checking account balance was $10,494.95 and the money market balance was $265,896.79 - for a total balance in accounts of $276,391.74.

B. For January 1 through August 31st, 2026, on an accrual basis, Total Revenues & Credits were $1,305.36 and Total Expenditures were $41,940.78, for a total balance of -$40,635.42.

C. A motion to approve the Financial Report was made by Elk Grove Village and seconded by Schaumburg. The motion passed by unanimous voice vote (13-0).

D. The 2025 CBRN cartridge purchase refund from Toner Quest was not successful. Complaints were filed with the proper authorities. Update – Federal investigations will look into this issue.

VIII. COMMITTEE REPORTS

1. MABAS Division 1 Executive Board - President Meyer.

A. Division 1 Boat Pack and TRT search camera MOUs were completed.

B. Pride Parade standby from June 28th 2026 had no interest and not fulfilled.

C. NWCEMSS PHBT Pilot Program received a $40,000 grant to continue moving the program forward. A total of $65,000 has been award to this initiative.

D. MABAS Division 1 has received approval from MABAS- Illinois to provide water rescue training any outside divisions wanting to join our training classes.

2. MABAS Illinois Executive Board –

A. IL Water Rescue Update – The future of the IL-Water Rescue team is in jeopardy due to lack of funding. Grant funds are down significantly and without a remedy the team will disband at the end of the year.

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B. Other MABAS News – MABAS News articles will be featuring an article from Division 1 water team. All insurance cards for MABAS assets have been completed. Lessons learned from previous deployments regarding travel, mechanics to travel with the teams in the future. Drone committee has spots available. IL-TF-1 has received its EMAP Certification.

C. Next MABAS – IL Executive Board meeting October 14th, 2026 @ multiple locations.

3. Fire Investigations Team – Bill Eckert

A. Incidents – None reported.

B. Training – ATF/OSFM completed an update to LODD fire investigations. When completing LODD and fire investigation, have two separate investigations take place.

C. FF Critical Injury/LODD fire investigation OGPS coming. Will include a new policy and check lists for LODD events.

4. Communications / Box Alarms – No new box alarms.

NWCD is looking to add new box alarm procedures by building out the Tablet Command features and out of town companies.

5. Training Committee – Div/C Rob Kluzek

A. Leadership Seminar – A discussion on what type of seminar the group would like to host next. Possibly a tactical focused presenter would be a good change to our leadership seminars.

B. Fire Simulator not working and will not be repaired. A motion to decommission this equipment was made by Hoffman Estates and seconded by Palatine. Motion passed (13-0).

C. NWCD has been at several training events and would like to continue to play a role in our trainings if possible.

D. OSFM Updates – The portal will be changing soon. Pearson VUE testing will be discontinued. AdFO and CoFo will be updated to align with NFPA 1020 objectives. Inspector I and II programs will be reviewed and updated. Any Members with unfinished certifications should complete them as soon as possible.

6. Water Rescue Team - D/C Joe Markowski

A. Training – Training has been going well with multiple different objectives for each drill.

B. Incidents – 11 call outs for Division 1 Water Rescue from April 1-June 30. Very busy during that time. Twin Lakes drowning, Elgin drowning, Wheeling drowning, body in EGV, bodies in Schaumburg.

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C. Equipment – The side scan sonar is currently OOS and out for repairs.

D. Side Scan sonar class was a great learning experience. Regan Lipinski from Marine Sonic came and put on the free 2-day class. Classroom on day 1 to learn about the sonar. Day 2 was at Twin Lakes in Palatine - found the van, mannequin, milk crates, sunken canoe and sunken paddleboat. 23 new side scan techs for Division 1.

E. 5 deployment team members attended Flood Boat Class in August. Will go to Swift Boat Class in Spring.

F. MABAS-IL Water Rescue Deployment Survey completed. Waiting for final approval, but with our assets and team member certs, we should move to a Level A deployment team. State is currently trying to build out Level A and Level B teams.

G. Swift Water Rescue Drill in EGV hosted by RM in September.

7. Technical Rescue Team – B/C Chapman

A. Incidents – There have been 5 requests for the team to respond to incidents throughout the division year to date.

B. Personnel - Roster updates continue. Currently there are 37 deployable members and 10 members in training.

C. Equipment – New search camera received and more equipment to follow.

D. Training – SWFD to host next drill September 23,2026

E. Budget – No update.

8. Hazardous Materials Team – B/C Matt Buzzard

A. Notable Incidents - None

B. Administration –

1. Coordinator meeting on June 1st

2. Training Committee meeting on August 10th

C. Equipment - Level A suits were purchased as part of the 2026 budgeted items. The purchase was made through HazMat Resources Inc. The total price was just under $9,400 ($600 under budget).

D. Training –

1. 3rd-quarter drills are being held at Air Gas in Elk Grove.

2. Streamwood and Bartlett will host the 4th-quarter drills, covering Refrigerant

3. Ammonia Systems at Rana Pasta in Bartlett.

4. Response drill at Northrop Grumman in Rolling Meadows in early November

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5. Working with MWRD to present some training in 2027.

E. MABAS – Division 1 took part in a deployment/skills evaluation in Calumet City back in late May. Skills evaluated included radiological & unknown ID and sampling; leak mitigation of liquids and pressurized cylinders. Our team received very positive feedback from drill proctors for our readiness and preparation.

9. MABAS Division 1 Logistics – Chief Scott Mackeben

Unidentified Equipment Audit, all issues with MABAS trailers has been resolved.

10. Health & Safety Committee – B/C Hoppe

Please let the Health and Safety committee know of any injuries that happen within the division whether its at training or an incident.

11. Operational Guidelines / **Policy Statements** – D/C Anthony LaVacchi

A. OGPS Final submission – None

B. Initial submission - #530 Multiple Patient Management & #690 Mobile Command Center.

IX. OLD BUSINESS - None

X. NEW BUSINESS - All special teams are to present items for the 2027 budget.

XI. FOR THE GOOD OF THE ORDER

1. **Next Chiefs' Breakfast Meeting –** Wednesday, October 7th, at 7:30 am. Located in Barrington.
2. **IFCA Annual conference** will be held on October 11-14, 2026.
3. Buffalo Grove Fire Station 25 is reopened.
4. D/C Mella WFD to retire November 6th.
5. Elk Grove Village has extra ambulance in storage if needed.

XII. NEXT MEETING - Wednesday, November 4th, 2026 at Elk Grove Village Fire Station #8 – 13:30 hours

XIII. ADJOURNMENT

A motion to adjourn the meeting was made by Arlington Heights and seconded by Palatine. The motion passed by unanimous voice vote (13-0) and the meeting was adjourned at 14:35 hours.

Respectfully submitted,

Pete Sutter

Secretary Pete Sutter

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MABAS DIVISION 1
Profit & Loss Budget Overview
January through December 2027

	Jan 27	Feb 27	Mar 27	Apr 27	May 27	Jun 27	Jul 27	Aug 27	Sep 27	Oct 27	Nov 27	Dec 27	TOTAL Jan - Dec 27
Income													
45000 · Investments													
45030 · Interest-Savings, Short-term CD	278.89 1	252.67	227.71	252.34	209.48	209.14	200.27	199.53	197.39	191.19	344.46	371.80	2,934.87
Total 45000 · Investments	278.89	252.67	227.71	252.34	209.48	209.14	200.27	199.53	197.39	191.19	344.46	371.80	2,934.87
46400 · Other Types of Income													
46410 · Sold Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
46430 · Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 46400 · Other Types of Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
47200 · Program Income													
47230 · Membership Dues	0.00	0.00	0.00	0.00	0.00	80,919.00 2	0.00	0.00	0.00	0.00	0.00	0.00	80,919.00
Total 47200 · Program Income	0.00	0.00	0.00	0.00	0.00	80,919.00	0.00	0.00	0.00	0.00	0.00	0.00	80,919.00
Total Income	278.89	252.67	227.71	252.34	209.48	81,128.14	200.27	199.53	197.39	191.19	344.46	371.80	83,853.87
Expense													
60900 · Business Expenses													
60910 · MABAS IL Dues	0.00	0.00	0.00	0.00	0.00	0.00	10,919.00 3	0.00	0.00	0.00	0.00	0.00	10,919.00
Total 60900 · Business Expenses	0.00	0.00	0.00	0.00	0.00	0.00	10,919.00	0.00	0.00	0.00	0.00	0.00	10,919.00
62100 · Contract Services													
62160 · Educational Services	0.00	0.00	0.00	7,000.00 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00
62161 · TRT Training	0.00	0.00	0.00	0.00	0.00	5,000.00 5	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
62162 · Dive/Swift Water Training	0.00	0.00	3,000.00 6	1,250.00 7	1,250.00 8	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,500.00
62163 · Hazmat Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
62164 · Investigations Training	0.00	0.00	2,000.00 9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
Total 62100 · Contract Services	0.00	0.00	5,000.00	8,250.00	1,250.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	19,500.00
62800 · Facilities and Equipment													
62890 · Rent, Parking, Utilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00 10	0.00	10,000.00
Total 62800 · Facilities and Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	10,000.00
65000 · Operations													
65040 · Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
65041 · TRT Supplies	0.00	0.00	2,500.00 11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
65042 · Dive/Swift Water Supplies	0.00	0.00	300.00 12	400.00 13	125.00 14	850.00 15	0.00	0.00	0.00	0.00	0.00	0.00	1,675.00
65043 · Hazmat Supplies	0.00	0.00	9,800.00 16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,800.00
65044 · Investigations Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00 17	0.00	0.00	0.00	4,000.00
65050 · Telephone, Telecommunications	50.00	50.00	50.00 18	50.00	50.00	50.00	3,885.00 19	50.00	50.00	50.00	50.00	50.00	4,435.00
Total 65000 · Operations	50.00	50.00	12,650.00	450.00	175.00	900.00	3,885.00	50.00	4,050.00	50.00	50.00	50.00	22,410.00
65100 · Other Types of Expenses													
65160 · Other Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 65100 · Other Types of Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
68300 · Travel and Meetings													
68310 · Conference, Convention, Meeting	0.00	0.00	0.00	0.00	0.00	1,600.00 20	0.00	0.00	0.00	0.00	0.00	0.00	1,600.00
Total 68300 · Travel and Meetings	0.00	0.00	0.00	0.00	0.00	1,600.00	0.00	0.00	0.00	0.00	0.00	0.00	1,600.00
69800 · Uncategorized Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	50.00	50.00	17,650.00	8,700.00	1,425.00	7,500.00	14,804.00	50.00	4,050.00	50.00	10,050.00	50.00	64,429.00
Net Income	**228.89**	**202.67**	**-17,422.29**	**-8,447.66**	**-1,215.52**	**73,628.14**	**-14,603.73**	**149.53**	**-3,852.61**	**141.19**	**-9,705.54**	**321.80**	**19,424.87**

MABAS DIVISION 1
Profit & Loss Budget Overview
January through December 2027

1. Interest received
2. Annual Dues
3. MABAS IL Dues
4. Annual Seminar (Anthony Kastros)
5. Annual TRT Training
6. Instructor pay to host the OSFM Water Operations Class
7. 1/2 tuition for 5 members to attend the Flood Boat Rescue Operator Class
8. 1/2 tuition for 5 members to attend the Swiftwater Boat Rescue Operator Class
9. Annual Fire Investigations Training
10. Schaumburg Squad 55A
11. Annual TRT Supplies
12. Smart TV for deployment trailer to run SARCOP tracking
13. TV transport case for deployment trailer
14. Small table for deployment trailer
15. Portable generator for deployment trailer
16. Hazmat Supplies Level A pressure test kit $2,200, Chlorine leak A kit $3,100, Chlorine leak B kit $3,100, Emergency decon clothing $500 (12 more sets for a total of 48 sets), Meter calibrations, and repairs $1,000
17. Matterport subscriptions
18. Starlink dish subscription
19. Website subscription
20. NWCDS - 4 dispatchers to attend MABAS-IL conference

MABAS DIVISION ONE	Operating Guideline / Policy Statement No. #530: Multiple Patient Management	
Enactment Date: 5/13/2015	Effective Date:	Replaces: ~~5/13/2015~~3/12/2021
Items in this document using "shall" are to be deemed Policy Statements.		

Section 1: Purpose

This Operating Guideline/Policy Statement (OG/PS) establishes a standardized Incident Command System (ICS) structure for Multiple Patient Incidents (MPIs) that exceed, or have the potential to exceed, the resources of the local fire and EMS provider. ~~This Operating Guideline/Policy Statement (OG/PS) was developed to provide guidance for implementing an Incident Command (IC) structure for Large-scale EMS incidents that exceed the resources of a local fire and EMS provider in order to make sure that the incident runs smoothly and that all patients receive the appropriate level of EMS care.~~

Section 2: Scope

This OG/PS applies to all MABAS Division 1 Fire Departments.
~~This OG/PS applies to all MABAS Division 1 Fire Departments that intend to provide assistance to neighboring EMS providers during Large-scale multi-patient emergencies. This OG/PS shall be utilized in conjunction with the local EMS system policies and practices.~~

Section 3: Definitions

Large-scale ~~Incident~~MPI: An incident where the number of patients, nature or severity of injuries, or resource requirements exceed, or are expected to exceed, the capabilities of the local response system. A Large-scale MPI requires an expanded ICS structure and implementation of Large-scale MPI procedures. Large-scale MPIs may require additional regional resources, coordinated patient distribution, and establishment of dedicated Triage, Treatment, and Transportation functions.

~~Situations where the number of patients and/or the nature of injuries make normal level of EMS stabilization and care unachievable. Large-scale incidents generally extend beyond the capabilities of local control.~~

Multiple Patient Incident (MPI): Any incident that involves two or more patients that requires, or may require additional EMS resources beyond those routinely assigned to the incident.

~~**Incident (MPI):**~~

Small-scale ~~Incident~~MPI: An incident where the number of patients, nature of injuries, and resources capable of arriving at the scene within approximately 15 minutes allow the normal level of EMS stabilization and care to be provided to the most seriously injured patient(s). Small-scale MPIs may require additional resources beyond those routinely assigned to the incident but can generally be managed within the capabilities of the local response system.

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Note: MABAS Division 1 recognizes that, during a Small-scale MPI, communications among the Incident Commander, Medical Group Supervisor, and Triage Group Supervisor may be most effectively accomplished through face-to-face communication.

~~Situations where the numbers of patients, nature of injuries, and resources that can arrive at the scene within 15 minutes make normal level of EMS care achievable for the most seriously injured. Small-scale incidents may require more than routine resources to mitigate the incident, "Business as Usual." ** Note: MABAS Division 1 recognizes that on Small-scale incidents, communications between the IC, Medical Group, and Triage Group may be best served by face-to-face meetings.~~

Section 4: Multiple Patient Incident Overview

4.1 ~~Multiple Patient Incidents~~Initial Actions and Command Structure

The following actions and positions should be considered for all incidents involving multiple patients. The Incident Commander (IC) shall determine the appropriate organizational structure based on incident complexity, patient needs, available resources, and anticipated resource requirements.

~~4.1 The following steps and positions are common in all incidents involving multiple patients.~~

4.1.1 Initial Size-Up

The first-arriving crew shall conduct an initial size-up and communicate the following information to the IC:

- The number of known patients and general acuity.
- The potential number of patients based on the nature and circumstances of the incident.
- Any immediate resource or operational needs identified.

4.1.2 Medical Group Supervisor

The Paramedic-in-Charge of the first-arriving ambulance should assume the role of Medical Group Supervisor, unless the Incident Commander designates otherwise. The Medical Group Supervisor is responsible for establishing and managing the medical functions of the incident and shall:

- Determine the number of patients and their acuity and communicate this to the IC.

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- Provide the IC with regular updates as patient numbers, acuities, or resource requirements change.

- Identify and request personnel, equipment, and other resources necessary to manage the medical component of the incident.

- Establish Triage, Treatment, and Transportation functions when warranted by the size and complexity of the incident.

- Manage Triage, Treatment, and Transportation functions (when established) and coordinate patient disposition during Small-scale MPIs.

During an escalating incident, the closest hospital may have been contacted initially. If changing incident conditions require implementation of Large-scale MPI procedures, the closest hospital should be notified that the incident is transitioning to Large-scale MPI procedures and that the designated Resource Hospital will be contacted.

4.1.3 Incident Command

The IC shall establish command in accordance with department procedures and shall determine the appropriate incident management structure. The IC shall:

- Ensure the appropriate hospital or medical control resource is notified of the initial incident size-up in accordance with EMS System protocols.

- Upgrade the incident response to obtain the resources necessary to manage the incident.

- Determine when conditions require implementation of Large-scale MPI procedures.

Section 5: Large-scale Multiple Patient Incidents

When an incident exceeds, or is anticipated to exceed, the capabilities of the local response system, the IC shall declare a Large-scale MPI over the radio.

The declaration establishes that Large-scale MPI procedures are in effect. This notification is important because patient documentation, patient distribution, transportation, and resource-management procedures may differ from those used during routine EMS operations.

Upon declaration of a Large-scale MPI, the Medical Group Supervisor shall establish the following functions as needed:

- Triage Group

- Treatment Group

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- Transportation Group

The Medical Group Supervisor shall determine the staffing requirements for each function based on incident complexity and available resources.

5.1 Triage Group

The Triage Group Supervisor is responsible for the assessment and categorization of all patients. The Triage Group Supervisor shall:

- Ensure each patient is assigned the appropriate triage category and has a triage tag or other approved patient identification method.
- Maintain awareness of the number and acuity of patients remaining in the triage area.
- Direct the movement of patients from the triage area to the Treatment Group/Area as directed by the Medical Group Supervisor.
- Notify the Medical Group Supervisor when primary triage is complete and request reassignment of personnel when appropriate.

5.2 Treatment Group

The Treatment Group Supervisor is responsible for the medical care and ongoing assessment of patients in the treatment area. The Treatment Group Supervisor shall:

- Provide or coordinate appropriate emergency medical care for patients in the Treatment Area.
- Frequently reassess patients and modify triage categories when patient conditions change.
- Prioritize patients for transportation based on patient acuity and available transportation resources.
- Request medical supplies, equipment, and additional personnel from the Medical Group Supervisor as needed.
- Maintain an accurate accounting of patients within the Treatment Area.

5.3 Transportation Group

The Transportation Group Supervisor is responsible for coordinating patient transportation,

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hospital destinations, and ambulance movement.

The Transportation Group Supervisor shall contact the Resource Hospital and provide updated incident information, including:

- A description of the incident.
- The actual number of patients.
- The number of patients in each triage category (Red, Yellow, and Green).
- The closest or otherwise appropriate receiving hospitals, as applicable.

The Transportation Group Supervisor shall:

- Maintain communication with the Resource Hospital or establish a reliable method for direct communication between the Transportation Group and Resource Hospital.
- Establish an Ambulance Exchange Point (AEP) or designated patient loading area that provides safe, coordinated access and egress for transporting ambulances.
- Coordinate with the Staging Officer to determine the number and capabilities of available ambulances, including ALS and BLS resources.
- Assign an appropriate receiving hospital to each transporting ambulance in accordance with Resource Hospital direction and applicable EMS System protocols.
- Track each patient's assigned destination using the appropriate portion of the triage tag or other approved patient-tracking system.
- Advise transporting ambulance crews of the documentation requirements applicable to the Large-scale MPI.

For a declared Large-scale MPI, a separate patient care report for each patient may not be required at the scene when permitted by applicable EMS System protocols. Required documentation shall be completed in accordance with EMS System requirements.

Section 6: Staging

When a Staging Officer is assigned, the Staging Officer shall manage resources awaiting assignment and shall:

- Maintain communication with the Transportation Group Supervisor and provide resources as requested.
- Maintain communication with the Incident Commander and provide regular updates

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regarding available resources.

- Dispatch requested resources from staging to the location designated by the Incident Commander or appropriate Group Supervisor.
- Manage the staging area, ensuring orderly parking, appropriate accountability, and clear access to and egress from the incident.
- Maintain an accurate inventory of available apparatus, equipment, and personnel.
- Collect mass-casualty equipment bags located on ambulances in staging when requested by the Medical Group Supervisor or other appropriate incident supervisor.
- Ensure each incoming unit is equipped with a personnel accountability passport in accordance with MABAS Division 1 OG/PS *No. 305 Passport Personnel Accountability System.*

Section 7: Transporting Ambulances

Ambulances assigned to transport patients during a Large-scale MPI shall return to the designated staging area after completing the transport unless otherwise directed by the Incident Commander, Transportation Group Supervisor, or Staging Officer.

Transporting ambulances shall report their availability upon returning to staging and shall remain available for reassignment until released from the incident.

Section 8: Resources

~~4.1.1~~ Northwest Community Emergency Medical Services System (NWCEMSS) Region 9 Multiple Patient and MCI Plan and worksheets. ~~Triage – The first arriving crew should perform a size up of the incident. When conducting the size up, the crew should consider the following and then transmit the information to the IC, once determined:~~

~~4.1.1.1 Actual number of known (seen) patients.~~
~~4.1.1.2 Potential number of patients based on the nature of the incident.~~
~~4.1.1.3 Brief description of patient(s) conditions.~~
~~4.1.2 The Paramedic In Charge of the first ambulance on the scene should become the Medical Group Supervisor, whose job it is to manage the collection of patient information, including the number of patients and the severity of injuries. This position is also responsible for:~~

~~4.1.2.1 Determining and relaying the number of patients and general acuity to the IC and updating the information as necessary.~~

~~4.1.2.2 Reporting any needs regarding equipment and personnel to the IC.~~

~~4.1.3 Incident Command Establish IC in accordance with department standard operating procedures (SOPs).~~

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~~4.1.3.1 Contact the appropriate hospital with the initial size up information per EMS System protocols (this can be done through dispatch).~~

~~4.1.3.2 The IC shall upgrade the alarm to the appropriate level for needed resources.~~

~~4.1.4 Medical Group Supervisor – The responsibilities of the Medical Group Supervisor include:~~

~~4.1.4.1 Directly oversees Triage, Treatment and Transportation (if staffed).~~

~~• *The Division recognizes that a Treatment and Transportation Unit may not always be needed. In the absence of these positions, the Medical Group Supervisor is responsible for making sure the tasks normally assigned to those units are completed.*~~

~~4.1.4.2 Requests adequate personnel from the IC to staff all of these areas when needed, including personnel for moving patients to the treatment area.~~

~~4.1.4.3 Requests adequate resources from the IC to provide for all medical needs.~~

~~4.1.4.4 Clears the scene using standard level of care and following the EMS system SOPs, if able.~~

~~• *In escalating incidents, the closest hospital may have been initially contacted. However, changing on-scene conditions that initially were manageable using routine protocols may indicate a need to change to Large-scale Incident protocols. The closest hospital should then be contacted to advise them you are switching to Large-scale Incident protocols and contacting the resource hospital.*~~

~~4.2 Large-scale Incidents – It is important that all personnel understand when they are operating under Large-scale Incident protocols as documentation needs and transport considerations will differ. This can be accomplished by an announcement over the radio declaring a Large-scale Incident. The Medical Group Supervisor should establish the following Groups in these instances: (1) Triage, (2) Treatment, and (3) Transportation.~~

~~4.2.1 Triage – In addition to the previously mentioned triage responsibilities, the Triage Group Supervisor is responsible for the following during a mass casualty incident:~~

~~4.2.1.1 Confirming that all patients have a triage tag present.~~

~~4.2.1.2 Reporting to the Medical Group Supervisor for reassignment upon completion of triage and movement of patients to the Treatment Unit/Group~~

~~4.2.2 Treatment - The responsibilities of the Treatment Unit Leader/Group Supervisor include:~~

~~4.2.2.1 Providing care of the injured.~~

~~4.2.2.2 Frequently reassessing patients in the treatment area to determine the need for re-~~

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~~categorization.~~

~~4.2.2.3 Prioritizing patients for transport to hospitals.~~

~~4.2.2.4 Requesting needed medical supplies from the Medical Group Supervisor.~~

~~4.2.3 Transportation~~

~~4.2.3.1 The Transportation Group Supervisor should contact the resource hospital to provide the following updated information on the incident:~~
~~4.2.3.1.1 Event description,~~
~~4.2.3.1.2 Actual number of patients,~~
~~4.2.3.1.3 Actual patient acuities (use Red, Yellow and Green), and~~
~~4.2.3.1.4 Closest hospitals.~~

~~4.2.3.2 The Transportation Group Supervisor should either maintain contact with the resource hospital or exchange contact phone numbers. The responsibilities of this position also include:~~

~~4.2.3.2.1 Establishing an Ambulance Exchange Point (patient loading area) allowing for the safe and coordinated access and egress of ambulances.~~

~~4.2.3.2.2 Communicating with the Staging Officer requesting the specific number and capabilities (i.e. ALS and BLS) of available ambulances to the Ambulance Exchange (patient loading) area.~~

~~4.2.3.2.3 Determining the destination hospital for each transporting ambulance.~~

~~4.2.3.2.4 Tracking each patient's destination using the appropriate portion of the triage tag.~~

~~4.2.3.2.5 Advising each transporting ambulance of the documentation needs for the incident (a patient care report for each patient is not needed for declared mass casualty incidents).~~

~~4.2.4 Staging Officer (when used) – The responsibilities of the Staging Officer include:~~

~~4.2.4.1 Maintaining communication with the Transportation Group Supervisor to supply resources when requested.~~

~~4.2.4.2 Maintaining communications with the IC to advise on available resources.~~

~~4.2.4.3 Sending requested resources to the scene.~~

~~4.2.4.4 Managing the staging area, assuring orderly parking and clear access to the incident site is maintained.~~

~~4.2.4.5 Maintaining an accurate log of available equipment, apparatus, and personnel.~~

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~~4.2.4.6 Collecting mass casualty bags located on each ambulance in staging, upon request.~~

~~4.2.4.7 Ensuring each incoming unit is equipped with a "passport." Refer to OG/PS #305 Passport Personnel Accountability System.~~

~~4.2.5 Transporting Ambulances Ambulances that transport patients to the hospital during a Large-scale Incident shall return to staging upon completing the transport unless notified otherwise.~~

~~Section 5: Forms~~

~~Region 9 (IX) Multiple Patient & MCI Plan and Worksheets:~~

https://www.nwcemss.org/committees/region_9_url/default.aspx

Saint Francis Emergency Medical Services System Region 10 Multiple Patient Management Plan
https://saintfrancisevanston.org/wp-content/uploads/2025/11/Region-X-Multiple-Patient-Management-Plan-3.18.2025.pdf

~~Region 10 (X) Multiple Patient Management Plan:~~

~~https://www.google.com/goto?url=CAESqwEB6zswFV4sg6MVddOUYCogQXfT_bHolecugQ89GR9NBjSDX7hZsW65vOkfAkzUq4_YmQxs5UJ4dGxyv_dHGELqVj253h1o_CH4CquHPkiXAYcscXKq1PthMrk5iuJZ9hjb9r7S39i8fxOJQictY3KxV9NTXoxwsXfnkXgfCFiay4qn9li4T8Y6mtoniDhpg-WZmgUJ13kEcMa97Y6mZsQw9bzUMQjzYaMcFA~~

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MABAS DIVISION ONE	~~Operating Guideline/Policy Statement~~ **~~No. 101: OG/PS Sub-Committee~~**	
~~Enactment Date: 5/10/2017~~	~~Effective Date: 1/12/2022~~	~~Replaces: 5/10/2017~~
~~*Items in this document using "shall" are to be deemed Policy Statements.*~~		

Section 1: Purpose

This Operating Guideline / Policy Statement (OG/PS) establishes the roles and responsibilities of the MABAS Division~~ ~~1 OG/PS Committee.

Section 2: Scope

This OG/PS applies to all MABAS Division~~ ~~1 ~~members sitting on the OG/PS Committee~~Fire Departments.

Section 3: Definitions

Operating Guideline ~~/~~ /Policy Statement: ~~A~~An official document that ~~contains a description of~~ ~~desired actions~~establishes policies, procedures, responsibilities, and operational expectations to achieve a ~~standard~~consistent and standardized outcome. ~~Portions of the~~ The document ~~that utilize words such as "should," "may" and "can" are considered~~identifies required actions, recommended practices, and permitted actions applicable to ~~be a guideline. The word~~the activity or operation addressed. The term "shall" indicates a ~~statement of policy~~mandatory requirement.

Section 4: ~~OG/PS Sub-Committee Overview~~Leadership Positions

~~4.1~~ The OG/PS Sub-Committee shall consist of representatives from MABAS Division~~ ~~1 fire departments and fire protection districts ~~(FDs). Although generally limited to~~ . Generally, each member agency shall designate one representative ~~from each FD, there may be circumstances where there may be multiple~~to serve on the Sub-Committee. Additional representatives may be permitted on a full~~ ~~time or part-time basis~~. when circumstances warrant. Representatives shall be ~~designated~~appointed by their respective Fire Chief or ~~their~~ designee.

~~4.2 The OG/PS Sub-Committee shall enlist leadership from its members in the following positions:~~

~~4.2.1 **Chairperson:** Responsible for the meeting agenda and acts as the Liaison to the MABAS Division 1 Chiefs.~~

~~4.2.2 **Vice-Chairperson:** Responsible for policy management and leading committee meetings in the Chairperson's absence.~~

~~4.2.3 **Secretary:** Responsible for preparing and distributing meeting minutes/action items.~~

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~~4.3~~ Leadership positions within the OG/PS Sub-Committee shall be voluntary and without term. Members holding a leadership position may resign at any time and shall be replaced by a majority vote during the next regularly scheduled meeting. ~~Annually, during the first meeting of the year, each member will affirm a confirmation of their position.~~

Chairperson: Presides over committee meetings, attends MABAS Division 1 Chiefs meetings, reports on the committee's activities, and returns with recommended action items from the Chiefs. The Chairperson, or their designee, shall prepare meeting agendas. The Chairperson is also responsible for meeting agendas and is the liaison to the MABAS Division 1 Chiefs.

Vice Chairperson: Performs all duties of the Chairperson in their absence and manages the MABAS Division 1 policies. The Vice Chairperson shall complete other duties as directed by the Chairperson.

Secretary:

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MABAS DIVISION ONE	Operating Guideline/Policy Statement **No. 101: OG/PS Sub-Committee**	
Enactment Date: 5/10/2017	Effective Date: DRAFT	Replaces: 1/12/2022
Items in this document using "shall" are to be deemed Policy Statements.		

~~MABAS DIVISION 1 – OPERATING GUIDELINE/POLICY STATEMENT NO. 101: OG/PS COMMITTEE~~
~~ENACTED: 5/10/2017 - EFFECTIVE: 1/12/2022 – REPLACES: 5/10/2017 PAGE 2 of 2~~

Responsible for preparing and distributing meeting minutes and action items.

Section 5: Meetings, Agendas, and Minutes

5.1 ~~Meetings will be held at least every **even** month~~The Committee shall generally meet on the ~~**2nd**~~ second Wednesday ~~**at 13:30 PM** at Elk Grove Village Fire Department Station 8, 700 Fargo Ave., Elk Grove Village, IL. Depending on~~of February, April, June, August, October, and December, at a location designated by the ~~workload, the OG/PS Sub-Committee~~Chairperson. The Chairperson may ~~elect to host~~schedule additional meetings ~~every month on a case-by-case basis.~~

5.2 ~~Meeting agendas will be prepared and distributed at least one (1) week prior to the regularly scheduled meetings and posted at~~or modify the meeting ~~site 48 hours in advance in accordance with the Illinois Open Meetings Act~~frequency as necessary to address the needs and business of the Committee.

The agenda for each regular meeting should be prepared and distributed to Committee members at least one (1) week before the meeting. Meeting notices and agendas shall be posted and made available in accordance with the Illinois Open Meetings Act.

5.3 Meeting minutes ~~will~~should be prepared and distributed ~~at least~~to Committee members within one (1) week ~~after a regularly scheduled meeting and posted on the MABAS Division 1 website~~following each regular meeting. Minutes shall be prepared, approved, maintained, and made available in accordance with the Illinois Open Meetings Act.

Section 6: Document Repository and Records Management

6.1 The ~~OG/PS Sub-~~Committee ~~will decide and determine~~shall designate a shared ~~data~~electronic storage system to ~~act~~serve as ~~a document~~the official repository ~~allowing members~~ for OG/PS documents. The repository shall provide authorized Committee members with access to review, draft, and revise OG/~~PSs~~PS documents.

~~Once finalized and approved, a copy of the~~Upon final approval, each OG/PS ~~will be converted to .pdf and posted~~shall be published on the MABAS Division 1 website. The editable source document shall be maintained within the shared document repository.

6.2 The shared document repository shall serve as the official location for maintaining editable OG/PS documents and associated revisions. Only approved versions shall be published on the MABAS Division ~~-~~ 1 website. ~~The original document will be stored and maintained in a .doc or .docx format on the shared data storage system~~Revisions to an approved OG/PS shall follow the established review

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and approval process before publication.

Section 7: ~~New or Revised OG/PSs~~Creation and Revision

~~7.1~~ The ~~OG/PS Sub-~~Committee shall follow the steps outlined in MABAS Division ~~-~~ 1 OG/PS: *No.102 ~~-~~: OG/PS Creation*, when developing ~~new or revising existing~~an OG/~~PSs~~PS.

~~7.2~~ Existing OG/PSs ~~will~~should be reviewed at least once every five (5) years ~~for accuracy and content~~ or at the direction of the MABAS Division ~~-~~ 1 Executive Board.

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MABAS DIVISION ONE	Operating Guideline/Policy Statement **No. 690: Mobile Command Center**	
Enactment Date: 3/12/2021	Effective Date: ~~DRAFT~~11/4/2026	Replaces: 3/12/2021
Items in this document using "shall" are to be deemed Policy Statements.		

Section 1: Purpose

This Operating Guideline/Policy Statement (OG/PS) establishes and defines how to request and operate the Elk Grove Village Fire Department (EGFD) Mobile Command Center.

Section 2: Scope

This OG/PS applies to all MABAS Division 1 Fire Departments.

Section 3: Definitions

Mobile Command Center: This specialty vehicle is designed to be used at incidents of a prolonged duration to provide efficient, climate-controlled workspace for Incident Command (IC).

Section 4: Mobile Command Center Overview

The Mobile Command Center (MCC) is an Elk Grove Village asset and is equipped with both VHF and StarCom21 (800 MHz) mobile radio communications. The climate-controlled workspace includes a conference area with seating for up to six personnel, which can be expanded to accommodate an additional six personnel as operational needs require.

The center compartment contains a small galley equipped with a microwave, refrigerator, and coffee maker to support extended operations.

The rear operations room features four computer workstations, each equipped with communications radios to support command and operational functions. An additional rear dispatch room provides supplemental workspace, with each workstation equipped with a computer and dual monitors to enhance dispatch and incident management capabilities.

The MCC is equipped with an extendable mast camera system capable of elevating approximately 40 feet above ground level. The mast supports two Axis Q6318-LE pan-tilt-zoom (PTZ) dome cameras, with video feeds viewable on any of the nine monitors located throughout the vehicle.

Electrical power is supplied by a self-contained diesel-powered generator utilizing onboard fuel tanks, allowing the MCC to operate independently during extended deployments. When commercial power is available, the unit can also be connected through a 100-amp, 125/250-volt AC shore power inlet to conserve generator operation and onboard fuel.

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Section 5: Command Van Specifications

The MCC is a 44-foot 2024 Freightliner M2 106 Plus conventional cab chassis with a Cummins L9 360HP diesel engine.



Section 6: Command Van Request

6.1 Emergent Request

The MCC is an auxiliary vehicle of the EGFD and is not routinely staffed. When a fire department needs the MCC, it shall be requested through Northwest Central Dispatch (NWCDS). When available, the MCC will be delivered by an EGFD ~~Chief Officer~~. In these situations, ~~the E~~EGFD ~~officer~~ personnel will typically remain on scene with the vehicle and serve as a subject matter expert on MCC operations.

When requesting the MCC, the requesting fire department shall notify Northwest Central Dispatch System (NWCDS) whether the vehicle should respond lights and sirens or non-emergent.

6.2 Non-Emergent Request

The MCC is available for fire department training exercises and extended law enforcement incidents. When the MCC is needed by a Police Department, the local fire department, on behalf of the police department, shall initiate the request through NWCDS.

Non-emergent requests must be directed to the EGFD Fire Chief or Deputy Fire Chief during normal

business hours. Approval and fulfillment of these requests are at the discretion of the EGFD.

Section 7: Radio Designation

When responding to an incident, the radio identifier, *Elk Grove Mobile Command Center,* shall be used.

Section 8: Operating Instructions

Operating instructions for the MCC are located in binders within the command center.

Section 9: Returning the Command Van

When the vehicle is no longer needed at an emergency scene, the IC shall release the vehicle and the operator who remained with the vehicle, allowing them to return to the EGFD. The EGFD driver or operator shall handle all intake procedures at the EGFD, including fueling, cleaning, checking, and inventorying.

If no EGFD operator ~~remained~~ remains with the MCC, the requesting agency shall contact the on-duty EGFD shift commander to arrange the MCC's return to EGFD.

~~Under no circumstances shall t~~The MCC shall not be moved, relocated, or repositioned by the requesting agency or ~~_____~~any other personnel without authorization from the EGFD. The MCC may only be moved by non-EGFD personnel ~~when _____ necessary due to an~~in an emergency (e.g., imminent damage or destruction of the MCC). ~~emergency situation or when directed by the Incident Commander (IC) to address _____ changing emergency conditions~~.

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