

**ILLINOIS TERRORISM TASK FORCE**  
**Minutes of Chairs and Full Meetings**  
**May 29, 2013**  
**Attendees**

**Members**

**Adams/McDonough Counties** – Joe Henning  
**AIR-ONE** – Dan Bitton  
**Am. Public Works Association** –  
**American Red Cross** – Scott Clarke  
**Archer Daniels Midland Co.** –  
**Associated Fire Fighters of IL** – Pat Devaney  
**CMS** – Diane Hoots  
**CHUG** –  
**City of Aurora** –  
**Cities of Bloomington/Normal** – Mick Humer, Doug Barnett  
**Cities of Champaign-Urbana** – Joel Neal  
**City of Chicago** – Gary Schenkel  
**City of Joliet** – Joe Formhals  
**City of Naperville** – Dan Nelson  
**City of Peoria** – Dwain Deppolder  
**City of Rockford** –  
**City of Springfield** - Mike Midiri  
**Cook County DHSEM** – Mike Masters, Ray Hamilton  
**DuPage County OHSEM** – Norm Sturm, Bill Babyar  
**IL Association of Chiefs of Police** –  
**IL Association of Public Health Admin.** – Toni Corona, Amy Tippey  
**IL Association of School Boards** – Zachary Messersmith  
**IL Attorney General's Office** –  
**IL Board of Higher Education** – Matt Berry  
**IL Campus Law Enforcement Admin.** – James Bondi, Joe Drought  
**IL Coalition of Community Blood Centers** –  
**IL College of Emergency Physicians** –  
**IL Community College Board** – Jennifer Timmons  
**IL Council of Code Admin.** – Thomas Pahnke  
**IL Coroners Association** – Stephen Nonn  
**IL Dept. of Agriculture** –  
**IL Dept. of Corrections** – John Eilers  
**IL Dept. of Human Services** – Amy Dickensen-Ferguson  
**IL Dept. of Military Affairs** – Richard Neely, Jim Wall  
**IL Dept. of Natural Resources** –  
**IL Dept. of Public Health** – Win Rawls, Mark Edmiston  
**IL Dept. of Transportation** – Tom Korty  
**IL Dept. on Aging** – Rose Coniglio  
**IL Emergency Management Agency** – Jennifer Ricker  
**IESMA** – Dan Fulscher, Dave Christensen  
**IEPA** – Roger Lauder  
**IL Firefighters Association** – Gary Kasper  
**IL Fire Chiefs Association** – Dave Dato, Joe Holomy  
**IL Fire Service Association** –  
**IL Fire Service Institute** – Royal Mortenson, Roger Lunt  
**IL Health Care Association** – Chris Gergeni  
**ILEAS** – Jim Page, Pete Smith, Larry Evans  
**ILETSB** – Suzi Nichols, Jeff Fritz  
**IMERT** – Mary Conelly  
**IL OSFM** – Jim Watts, Les Albert  
**IL Public Health Mutual Aid System** – Mark Hillard  
**IL Public Works Mutual Aid Network** –  
**IL Sheriffs' Association** –  
**IL State Police** – Todd Kilby, Sean Cormier, Boyd Butler  
**IL State's Attorneys Association** – Jack Knuppel  
**Lake County ESDA** –  
**Metro East** –  
**MABAS** – Jay Reardon  
**Quad Cities** – Terry McMaster  
**Reg. Superintendents of Schools** – Shannon Fehrholz  
**Secretary of State Police** – Rick Beaty  
**Will County EMA** – Harold Damron

**Staff Members**

**Don Kauerauf, Chair, ITTF**

Aders, Darryl - **ISP**  
Beamer-Pfeifer, Julie - **ITTF**  
Blakley, Jamie - **ISP**  
Carlier, Char – **IFSI**  
Carnduff, Joan - **ITTF**  
Choutka, Alan - **ITTF**  
Clark, Deb – **ITTF**  
Clark, Gary – **ISP**  
Clark, Ron – **CPSJ**  
Combs, Sharon - **ITTF**  
Damm, Abby – **ITTF**  
Desai, Lisa - **IEMA**  
Dickman, Brian – **ISP**  
Downey, Doug - **IEMA**  
Dragoo, Darryl – **IEMA**  
Dwyer, Marty - **IEMA**  
Ellis, Ron – **ITTF**  
Evans, Bob – **ITTF**  
Galvin, Joe – **ITTF**  
Hanneken, Michelle - **ITTF**  
Jackson, Steve - **IDOT**  
Johnson, Jenifer - **IEMA**  
Knuppel, Ashley - **ITTF**  
Lewis, Walt – **IEMA**  
Martin, Erica - **ITTF**  
Martin, Janie – **IEMA**  
McCastland, Mac – **IFSI**  
Miller, Marcia – **IFSI**  
Rasch, Paul – **IEMA**  
Ray, Maria – **ISP**  
Rominger, Jennifer - **CPSJ**  
Savage, Gloria – **ITTF**  
Soady, Bryan - **ARC**  
Stewart, Jay – **ISP**  
Thompson, Patty – **IEMA**  
Tyrrell, Dora – **ISP**  
Washam, Bucky – **IESMA**  
Wolf, Eric – **ISP**  
Wolf, Jim - **CPSJ**  
Zimmerman, Tom – **ITTF**

**Federal Advisory Members**

Delfin, Randy – **US Postal Inspection Service**  
Monteyne, Mark – **F.B.I.**

**Advisory Members**

Alexander, Sara – **Chicago First**  
Buikema, Ed – **Argonne Laboratory**  
Drucker, Harvey – **Argonne Laboratory**  
Lyle, Dennis – **IBA**

**Other**

Demming, Mick – **ILETSB Intern**  
Fleming, Mick – **IESMA Intern**  
Ellis, Sandy  
Hillard, John – **MacMurray College**  
Thompson, Paul

**Illinois Terrorism Task Force – Chairs Meeting – May 29, 2013 – 10:00 a.m. held at Illinois Emergency Management Agency (IEMA)**

**ITTF Administrative Update**

Chairman Kauerauf provided updates on the following:

- United States House denied the proposed 2014 FEMA National Preparedness Grant Program
- Closeout of 2008 Transit Security Grant Program
- Opening of Non-Profit Grant Program Applications
- FFY 2013 Emergency Management Performance Grants Decrease
- ITTF Grant Summary Sheet

**Homeland Security Briefings**

Jay Stewart, Terrorism Research Specialist, Statewide Terrorism and Intelligence Center, Illinois State Police, provided a briefing on national intelligence trends.

**Old Business**

**FFY 13 State Homeland Security Program (SHSP) Grant Development**

Chairman Kauerauf discussed the May 21, 2013, FEMA announcement of the availability of the Fiscal Year (FY) 2013 Program Funding Opportunity Bulletin. The State of Illinois was awarded \$14.2 million, and the Urban Area/Chicago was awarded \$67.7 million.

FY 13 Grant Requirements:

- 24-month performance period
- 50% cap on personnel expenses
- 25% minimum for law enforcement projects
- 80% pass through requirement for local units of government
- 5% management and administration cost authorization

Current Timeline:

- May 29, 2013
  - Committees discuss project priorities
- June 14, 2013
  - Committee Chairs complete project plans
- June 26, 2013
  - Committee Chairs prioritize proposed projects
- July 24, 2013
  - Membership of ITTF votes on application

Program Priorities:

- Address Statewide or Regional Gap?
- Completed in 12 months or less?
- Non-Federal Contribution?
- Sustainment/Maintenance of previous investment?
- All-Hazard Capability supported?
- Plan for long-term sustainment?

Committee Chairs presented their recommended project priorities.

Chairman Kauerauf requested that each committee review the projects and determine if other committees have similar projects. Each committee must submit the completed project plans that reflect budgetary needs by June 14, 2013.

## New Business

### **Informational Bulletins #336 and #379 – Maintenance Contracts and Warranty Coverage Funded by Preparedness Grants**

Michelle Hanneken, Grants and Policy Manager, provided a briefing concerning this policy. This policy supplements guidance specifically regarding the use of preparedness grant funding to support ongoing capabilities associated with maintenance contracts, warranty coverage, licenses and user fees that extend beyond the period of performance.

### **Grant Writing Workshop**

Janie Martin, Grants and Training Manager, provided a briefing on the upcoming free Grant Writing Training Workshop that is being held June 25, 2013, at IEMA. Two sessions will be offered and are listed on the IEMA Website - Training and Exercise Calendar. This training is available for local emergency managers, IEMA staff, and ITTF members.

### **Terms of Use for ITTF Funded Equipment**

Chairman Kauerauf discussed the need to review what equipment is in place to be used for providing support within the regions and determine the status of the equipment. A review and update of Memorandum of Understanding Agreements with mutual aid organizations, regional teams, etc. will be discussed in the upcoming months.

### **Motion – ITTF Communications and Technology Committee**

- **Motion to change the name of the ITTF Communications Committee to the ITTF Communications and Technology Committee to reflect the inclusion of local public safety coordination and collaboration involving wireless broadband technologies.**

*Motion to present to Full ITTF Membership: Jay Reardon*  
*Seconded: Dave Christensen*  
*Motion Carried*

### **Illinois Terrorism Task Force (ITTF) Meeting – May 29, 2013 – 1:00 p.m. held at the Illinois Emergency Management Agency (IEMA)**

#### **Introductions and Acknowledgements**

Chairman reminded everyone that the July 24, 2013, ITTF Chairs and Full meetings will be held at the DuPage County Administration Building, in Wheaton, Illinois.

#### **Minutes**

- **Approval to adopt the minutes from the March 20, 2013, Chairs and Full Meetings and April 24, 2013, Chairs Meeting with the correction on the April 24, 2013 - Jamie Blakley-CMS should be Jamie Blakley-ISP.**

*Motion to Adopt: Tom Korty*  
*Seconded: Jim Watts*  
*Motion Carried*

#### **State Homeland Security Update**

Director Jonathon Monken, State Homeland Security Advisor, provided an update on the current flood recovery that has affected 33+ Illinois counties. He also discussed the upcoming Disaster Food Stamp Program (D-Snap) that will be held on anticipated date of June 17-21, 2013.

#### **Briefings**

Tom Zimmerman, Urban Area Security Initiative (UASI) Grant Manager, provided a briefing on the 2013 Non-for-Profit Grant Application Process.

Amy Tippey, Administrator, Tazewell County Health Department, provided a briefing on the Illinois Association of Public Health Administrators.

Maria Ray, School Intelligence Officer, Statewide Terrorism and Intelligence Center, Illinois State Police, provided a briefing on the School Intelligence Program and the School Threat Evaluation Program Workshop that was held May 22 and 23, 2013, at the University of Illinois, Springfield, Illinois.

### **Old Business**

**Re-establishment of Aviation Working Group** – Chairman Kauerauf discussed the re-establishment of the Aviation Working Group. Due to retirement of previous chairs, Steve Young, Illinois Department of Transportation (IDOT) and Master Sergeant Chris Wielder, Illinois State Police (ISP), will serve as co-chairs. Anticipated meeting will be held in June.

### **New Business**

#### **FFY 2013 Federal Funding Opportunity Announcement**

Chairman Kauerauf discussed the May 21, 2013, FEMA announcement of the availability of the Fiscal Year (FY) 2013 Program Funding Opportunity Bulletin. The State of Illinois was awarded \$14.2 million, and the Urban Area/Chicago was awarded \$67.7 million.

FY 13 Grant Requirements:

- 24-month performance period
- 50% cap on personnel expenses
- 25% minimum for law enforcement projects
- 80% pass through requirement for local units of government
- 5% management and administration cost authorization

Chairman Kauerauf discussed the program priorities criteria for the FFY 13 projects:

- Address Statewide or Regional Gap?
- Completed in 12 months or less?
- Non-Federal Contribution?
- Sustainment/Maintenance of previous investment?
- All-Hazard Capability supported?
- Plan for long-term sustainment?

Current Timeline:

- May 29, 2013
  - Committees discuss project priorities
- June 14, 2013
  - Committee Chairs complete project plans
- June 26, 2013
  - Committee Chairs prioritize proposed projects
- July 24, 2013
  - Membership of ITTF votes on application

#### **Formation of ITTF Exercise Advisory Working Group**

- Per ITTF Policy Statement 2013(1) the Chair will establish a group to ensure that proposed exercises supported with federal preparedness funds are consistent with Illinois' Homeland Security Strategy, that exercises are non-duplicative in scope and objectives of similar proposed exercises, and that associated expenses are allocable, eligible and appropriate for the complexity of the event.

Chairman Kauerauf is seeking representatives from all disciplines to form a multi-discipline group to serve on the Exercise Advisory Working group.

## **Motion – ITTF Communications and Technology Committee**

- **Motion to change the name of the ITTF Communications Committee to the ITTF Communications and Technology Committee to reflect the inclusion of local public safety coordination and collaboration involving wireless broadband technologies.**

*Motion to Adopt:*            Jay Reardon  
*Seconded:*                 Mark Edmiston  
*Motion Carried*

## **Committee Reports**

### **Communication Committee – Dave Dato**

Accomplishments since the last ITTF Meeting:

- Continuing to re-define committee and sub-committee structure and responsibilities.
- Secured new vendor for ITECS satellite internet services.
- In the process of upgrading satellite modems on UCPs to provide the ability to view satellite on multiple horizons.
- Gained committee consensus on projects to be submitted for the FFY 2013 budget.

Critical issues for ITTF Membership:

- Committee continues to work with SIEC and SWIC on the Public Safety Broadband program.

Upcoming Events/Meetings/Activities

- There will be an ITECS/UCP Workshop on Friday, May 31<sup>st</sup>. Representatives of various disciplines and organizations will be attending a FirstNet briefing in St. Louis in early June.

Next Committee Meeting: Tuesday, June 18<sup>th</sup> at 10:00 a.m. via teleconference.

Don Kauerauf expressed his appreciation to Alan Choutka for the dedication, commitment, and expertise he has provided to the ITTF communications/statewide interoperability programs. Mr. Choutka has accepted a position with FEMA Region V.

### **Community Resilience Committee – Scott Clark**

- The committee will meet for the first time, June 12, 2013. This committee was formed from these former committees: Public Information, Elected Officials, and Volunteer and Donations.

Projects the committee will be focused on:

- Continuation of School and Campus Safety Program
- Citizen Corps
- Public Service Announcements
- Elected Officials – newly elected officials to ensure their knowledge of preparedness, their responsibilities, etc.
- Review a survey of assessment of generators that are available with the state and buildings in Illinois

### **Crisis Response/Prevention Committee – Lieutenant Colonel Todd Kilby**

- Committee met last week to discuss and approve the FY 13 projects. He also requested if you are a member of the committee and not receiving meeting notices, or choose not be on the committee member or wish to become a member of the committee, please let him know.

### **Critical Transportation & Infrastructure Security Committee – Tom Korty**

Accomplishments since last ITTF meeting:

- Continued monthly meetings with Southern Illinois University-Edwardsville (SIUE) and stakeholders to implement a traffic management evacuation plan for the East St. Louis Metro area in coordination with the City of St. Louis, Missouri.
- Continuation of the Bridge Security program in District 8, East St. Louis Metro area. Installing security equipment on the Poplar Street complex and the McKinley Bridge at the present time.
- Transportation Committee members participated in a TSA Transportation Infrastructure Security Conference on November 28, 2012, to discuss the Transportation Research Board activities/updates and federal updates to the transportation security programs.

- Evacuation/Implementation Sub-Committee – met in Chicago on March 7<sup>th</sup>. City of Chicago has updated their Central Business District Evacuation Plan in coordination with expressway and other stakeholders' plans. Going to quarterly meetings. Next one is June 7, 2013.
- The Critical Transportation Committee has developed a Concept of Operations plan for the transportation sector with the Regional Catastrophic Planning Team (RCPT) and OEMC.
- Coordinated and developed the transportation sector mitigation plan with IEMA, so as to be incorporated with the All Hazards State Mitigation Plan for submittal.
- Assisting the county/municipal/township highway departments that were in the 48 declared counties in applying for public assistance and emergency relief funding from the Federal Emergency Management Agency and the Federal Highways Administration for the April flooding.

Critical Issues/Hot Items:

- Preparing the ITTF Critical Transportation & Infrastructure Security Committee FFY13 Budget for submittal.

Upcoming Events:

- Commonwealth Edison Severe Weather Exercise participation in June 2013
- Health Preparedness Summit - June 18-20, 2013.

Next Meeting Date - June 20, 2013.

**Cyber Security Committee – Jamie Blakley**

- Co-chair Rafael Diaz has accepted a job with private sector.
- Provided an update on the Cyber Security Shovel Read Project – Information Technology Risk Assessment with the University of Texas.

**Emergency Management Committee - Dan Fulscher**

Accomplishments since the last ITTF meeting:

- Final distribution of 2500 weather radios for this year. Total allotment of 9500 with estimated amount of 1000 in local schools.
- Ryan Buckingham from Franklin County is now the new President of IESMA.
- Two EMAT Deployments - 1 to LaSalle County and the other to McHenry. 12 Total Team members.
- Two resource equipment trailers put in service to supplement EMAT for the training request.

Critical issues/hot items for the ITTF Membership:

- Awareness of functional needs issues.

Upcoming Events:

- IESMA Executive Board Meeting July 13, 2013, in Metropolis

Next Committee Meeting - May 30<sup>th</sup> at 10:00 a.m. at IEMA.

**Funding Opportunities and Grant Coordination Committee – Harvey Drucker and Diane Hoots**

- Co-Chairs met with Chairman Kauerauf regarding the mission and direction of the new committee. They are working on a draft document that can be presented to the Chair and committee members for their amendment and approval.
- No critical issues for the ITTF membership; however, we are hoping that other committees will ask one of their membership to sit on our committee.
- Our goal is to have a committee meeting prior to the next ITTF meeting.
- Next committee date and location are to be determined.

**Law Enforcement and Mutual Aid – Jim Page**

Accomplishments since the last ITTF Meeting:

- Advanced SWAT Course – Completed two parts of a three part advanced SWAT curriculum including Medical Tactics, Hostage Rescue, Firearms (agencies provided their own ammunition/equipment) and Linear Assaults.
- Completed the Purchase of “Shovel Ready” Equipment
  - 512 AVON C50s Respirators
  - 60 ST-53 team Respirators
- Flooding Responses
  - Regional Planning Coordinators worked with local agencies providing planning assistance for flooding
  - Flooding mutual aid alarm requests

- Special Team Validation Exercise
  - Region 6 and 6/7 WMD SRT Validation in February
  - Region 8 and 9/11 MFF Mobile Field Force Validation in March
- ILEAS Agency Preparedness Program
  - 12 agencies have completed the process
  - 156 agencies are in progress

Critical Issues/Hot Items for ITTF Membership:

- Funding & Budget Issues – spending down current grants
- Rebanding planning is underway – in the next few months

Upcoming ITTF-related Meetings - Date (all at the ITC)

- |   |              |
|---|--------------|
| • ILEAS Board Meeting                         | July 25      |
| • WMD SRT Team Commanders' Meeting            | July 9       |
| • Mobile Field Force Team Commanders' Meeting | July 2       |
| • EOD (Bomb) Teams                            | September 19 |

Upcoming Events:

- |   |                 |
|---|-----------------|
| • Region 6 and 7 Mobile Field Force Validation Exercise | July 17-18      |
| • Region 4 South Mobile Field Force                     | September 18-19 |
| • Region 2 and Region 3 WMD SRT Validation              | October 2-4     |

School Safety Update:

- Thirty-six training events have been held this year (28 trainings K-12; 8 trainings higher education) for 1,600 participants. Scheduled 27 more trainings for the end of September.
- Distributed 3,000 School Safety DVDs to all public schools thru the State Board of Education, private schools, and law enforcement/fire personnel. Illinois Association of Principals has agreed, at no cost, to host the DVD training on their website for schools and teachers.

**Private Sector – Sara Alexander**

Critical issues/hot items for the ITTF Membership:

- For Full ITTF Consideration: The ITTF Private Sector Committee chairs welcome ideas regarding the best way to utilize private sector expertise in ITTF activities and projects.
- Rather than limiting private sector participation to a separate committee, might this be achieved more successfully by integrating relevant private sector participants and SMEs into existing committees and projects. The Private Sector Committee could work with each committee that seeks or might benefit from private sector participation (and help them recruit/gather private sector participants). The Private Sector Committee chairs could then monitor this participation and perhaps gather a few times per year to gauge and discuss participation.

Upcoming Events:

- Working with private sector members to arrange either a June in-person meeting or conference call discussion to brainstorm about the future activities and value of the Private Sector Committee to/within the ITTF.

Next Committee Meeting – TBD – working toward mid-June.

**Training Committee – Royal Mortenson**

Training Committee met June 25<sup>th</sup> and discussed the following:

- Reviewed the SWMD 8-hr Tech level Refresher Training packages
- SWMD – Team Leader 1-day conference – TBD in July – August 2013
- Review Draft FY 13 HSGP submission proposals
- Regional Training Center (RTC) maintenance for prop facilities
- Training Standards for SWMD Teams/Members
- On-line learning review: ILEAS lead
- Next Training Committee Meeting June 25, 2013

**Urban Area Working Group – Gary Schenkel**

Accomplishments since the last ITTF meeting:

- The Urban Area Working Group (UAWG) has been working on reviewing existing projects and budgets under the Urban Areas Security Initiative (UASI) grant program, identifying projects needing maintenance and sustainment, in an effort to prepare for the upcoming FY2013 UASI grant program application. As such, funding priorities have been identified and co-chairs will meet on 5/30/2013 to discuss the FY2013 budget and corresponding projects.

Upcoming Events:

- The next Regional Catastrophic Planning Team (RCPT) quarterly meeting is Thursday, June 13<sup>th</sup>, 10:00 AM at the Glenview Police Department, Glenview, IL.

Next Committee Meeting:

- The next Urban Area Working Group (UAWG) Co-Chair meeting will be hosted by the Cook County Department of Homeland Security and Emergency Management (DHSEM), and will take place at 10 a.m. on Thursday, May 30, 2013, at 69 W. Washington St., 26<sup>th</sup> Floor, Chicago, IL.
- The next full Urban Area Working Group (UAWG) meeting will be hosted by the Office of Emergency Management and Communications (OEMC), and will take place at 10 a.m. on Monday, June 10, 2013, at 1411 W. Madison Street, Roll Call Room on Mezzanine, Chicago, IL.

**Upcoming ITTF Meetings**

The next Chairs meeting will be held Wednesday, June 26, 2013, at the Illinois Emergency Management Agency beginning at 10:00 a.m.

The next Chairs/Full meeting will be held Wednesday, July 24, 2013. The Chairs meeting will begin at 10:00 a.m. and the Full meeting will begin at 1:00 p.m. at the DuPage County Administration Building, 421 North County Farm Road, Wheaton, IL 60187.

*Motion to adjourn.*