

ILLINOIS TERRORISM TASK FORCE
Minutes of Council of Chairs Meeting
December 8, 2021
2200 South Dirksen Parkway, Springfield, Illinois 62703

ATTENDANCE

- Page, Jim – Illinois Terrorism Task Force Interim Chair, [Illinois Law Enforcement Alarm System (ILEAS)], in person
- Schenkel, Gary – Illinois Terrorism Task Force Chair, in person

Committee Chairs

Critical Infrastructure:

- Felchner, Gene – IL Department of Transportation (IDOT), in person
- Juskelis, Vydas – American Public Works Association (APWA), via WebEx

Cybersecurity:

- Rominger, Jennifer – IL Department of Innovation and Technology (DoIT), in person

Emergency Management:

- Sullivan, Marc – IL Emergency Management Agency (IEMA), in person/via WebEx

Fire Mutual Aid:

- Keiken, Jim – IL Fire Service Institute (IFSI), via WebEx
- Ericksen, Glenn – Mutual Aid Box Alarm System (MABAS), in person

Law Enforcement Mutual Aid:

- Page, Jim – ILEAS, in person
- Price, J.W. – IL State Police (ISP), via WebEx

Public Health:

- Thoele, Ashley – IL Department of Public Health (IDPH), via WebEx
- Fox, Amy – IL Association of Public Health Administrators (IAPHA), via WebEx

Urban Area:

- Barnes, William – Cook County Department of Emergency Management and Regional Security (DEMRS), via WebEx
- Guidice, Richard – City of Chicago Office of Emergency Management and Communications (OEMC), via WebEx

Staff/Members

Armstead, Alix – Office of the State Fire Marshal (OSFM), via WebEx
Beamer-Pfeifer, Julie – Western IL University (WIU), in person
Brewer, Troy – IEMA, via WebEx
Brown, Renysha – IEMA, in person
Cormier, Sean – ISP, via WebEx
Corso, Joe – DoIT, in person
Edwards, Jonathan – ISP, via WebEx
Eller, Amy – IDOT, via WebEx
Evans, Bob – IEMA, in person
Evans, Larry – ILEAS, in person
Gutierrez, Natalie – Cook County DEMRS, via WebEx
Hayward-Buys, Kim – Cook County DEMRS, via WebEx
Holloway, Jennifer – IDPH, via WebEx
Kim, Myong-Ae – IEMA, via WebEx
Kustermann, Aaron – ISP, in person
Lyons, Bernie – MABAS, via WebEx
Porter, Tammy – IEMA, via WebEx
Sanford, Jason – IEMA, in person
Savage, Gloria – ILEAS, via WebEx
Sedory, Laura – IEMA, in person
Sluga, Dan – DoIT, via WebEx
Smith, Pete – ILEAS, via WebEx
Statham, Anna – City of Chicago OEMC, via Call-In/via WebEx
Strayer, Nichole – IEMA, via WebEx
Trame, Chris – ISP, via WebEx

CALL TO ORDER

Interim Chair Jim Page called the meeting to order and requested specific attendees who had called in to confirm their phone numbers, for the record.

Minutes

- ***Motion to approve the minutes of September 22, 2021, Council of Chairs meeting.***
Motion to Approve: Gene Felchner, IDOT
Seconded: Marc Sullivan, IEMA
Minutes of September 22, 2021, Council of Chairs meeting approved. (DoIT posted the document to the IEMA website on 12/14/21.)

National and Illinois Homeland Security Updates

The Governor's Homeland Security Advisor (GHSA), Alicia Tate-Nadeau, Director of IEMA, warmly welcomed the new Illinois Terrorism Task Force Chair, Gary Schenkel, and shared his career biography.

- Director Tate-Nadeau reported the following updates from a national perspective:
 - In November 2021, the infrastructure bill passed, which will distribute \$1 billion for cybersecurity grant programs at the state and local level over four years. Director Tate-Nadeau and Chief Renyscha Brown, Preparedness and Grants Division (IEMA), provided details regarding the funding allocation increases/decreases and federal/state splits for each of the next four years. Director Tate-Nadeau emphasized that this is seed money to close gaps in the state cybersecurity strategy, and the state will be required to maintain those initiatives in the future.
 - DHS's Transportation and Security Administration (TSA) announced on December 2, 2021, the new cybersecurity requirements for surface transportation owners and operators. These critical infrastructure systems are targets of high risk, and future planning is ongoing to protect transportation corridors. Work at the (sub)committee level is tasked with monitoring these requirements and developments.
 - In November 2021, DHS began implementation of immigrant enforcement priorities. These guidelines state law enforcement officers will obtain and review, to the fullest extent possible, criminal, administrative, and investigative records in making their enforcement decisions.

Director Tate-Nadeau concluded with a reminder that this is "terrorist advisory season"; DHS recently issued its fourth advisory as upcoming religious holidays tend to increase the number of mass gatherings (e.g., the vehicle that recently drove through a holiday parade). She noted the City of Chicago is working to mitigate these threats as much as possible through planning and purchasing items to stop a vehicle from moving through a crowd.

Chairman Schenkel acknowledged Director Tate-Nadeau's report and the oversight and work that must be done for the state to judiciously spend the money available. He stated his experience will help guide the Vision 2025 Homeland Security Strategy's focus to help make the State of Illinois a safer place for all of its residents.

Aaron Kustermann, Chief Statewide Terrorism Intelligence Center (STIC), ISP, provided a briefing on national and Illinois security issues. The intelligence briefing is For Official Use Only (FOUO), and the information is not to be shared without authorization. Aaron concluded that he'd provide the "2021 Review and Predictions" briefing at the next Council of Chairs meeting.

Dan Sluga, Deputy Chief Information Security Officer (CISO), DoIT, provided a briefing on cybersecurity issues including the following updates:

- The FBI issued a flash alert regarding Cuba Ransomware, in which the perpetrators use a "name and shame" method involving encrypting the data, exfiltrating the data, and then threatening private organizations with public release of information. Perpetrators have profited \$44 million from these attacks, which are believed to be of Russian origin.
- Nobelium ransomware, also known as APT29 and Cozy Bear, has innovated a new custom downloader which hides itself on the host machine using world wide web ports...therefore going undetected. This malicious software may be hidden on home networks to be retrieved as needed. Dan strongly recommended that everyone keep home devices (routers, modems, etc.) updated with the latest firmware, and to reboot after the updates are installed. (Laura Sedory emailed the links referenced during the briefing to the Council and support staff on 12/9/21.)

Review of Draft Illinois Capital Replacement Plan

Jim Page referred to the Capital Replacement Plan that was emailed with the WebEx invitation prior to the meeting and summarized the data which comprised the \$136+ million projection over the span of 12 years. Bob Evans, Preparedness and Grants Administrator (IEMA), stated this working draft will be refined as committees continue to discuss the data as the items correlate to the Vision 2025 Homeland Security Strategy goals and objectives. The prioritization of these items will be especially important when IEMA knows how much money will be awarded at the start of the next budget cycle.

Jim Page reminded the Council that Director Tate-Nadeau will require this information when she approaches the Governor's Office and legislators to justify Illinois' need for funding, and stated he and Chairman Schenkel will assist the committees in prioritizing the items in the plan in the near future.

Prioritization of Draft Unmet Needs Project List

Jim Page referred to the Unmet Needs Project List that was emailed with the WebEx invitation prior to the meeting and reiterated "Unmet Needs" specifically refers to short-term projects that might be funded with money returned to IEMA by other grantees. He and Bob Evans summarized the data and noted some of the revisions that were made since the last list was distributed. After further committee discussions, items may be removed from the list or reprioritized, as needed. Director Tate-Nadeau highlighted the need to tie each of the items to the Homeland Security Strategy; Jim Page stated he and Bob will add a column to reflect the goals/objectives that pertain to that item, as well as the performance period pertaining to each.

Discussion ensued regarding the following topics: 1) How the Unmet Needs Project List benefitted grantees in previous years, 2) The short-term readiness of the item named "IEMA Region-Wide Multi-EOC Exercise," 3) The redundancy with regard to communications on both the Capital Replacement Plan and Unmet Needs Project List [and at what point the Statewide Interoperability Coordinator (SWIC) will be brought in to provide oversight], and 4) The state's justification of the Unmet Needs item named "FirstNet Mobile Cell Tower," to which Chief Sullivan deferred to Matthew Miller, Illinois' SWIC.

Director Tate-Nadeau addressed several items on the Unmet Needs Project List relative to their ties to Homeland Security Strategy goals and objectives (and asked if acquiring these items will close a gap). She inquired if these items may be considered standard issue/equipment and purchased by that agency. Major J.W. Price, ISP, responded that he'll obtain clarification regarding these items and will report back to the Law Enforcement Mutual Aid Committee (LEMAC), which will review and perform revisions to the list as necessary.

- ***Motion to present the Unmet Needs Project List (with conditional items annotated for further review by ISP) to the ITTF full membership on January 26, 2022.***
Motion to Present: Glenn Ericksen, MABAS
Seconded: Marc Sullivan, IEMA
Motion carried to present the Unmet Needs Project List (with conditional items annotated) to the ITTF full membership on January 26, 2022.

Review of Committee Membership Guidelines/Rules/Deadlines

ITTF Membership Clarification and Voting Rights: Jim Page referred to the ITTF Bylaw Modification document emailed with the WebEx invitation prior to the meeting and explained the ITTF is comprised of member "organizations," each of which is permitted **one vote per organization**. Appointees and Alternate Appointees, (both commonly referred to as "delegates") are not members – **the organization is the member**. He reported individuals are voting at committee meetings that are not delegates on the ITTF, which is in violation of the Illinois Terrorism Task Force Bylaws. Committee co-chairs have submitted their committee lists to the ITTF administrative assistant (i.e., Laura Sedory), who has returned these lists with updates of who does and who does not have the right to vote as a representative for that member organization.

ITTF Membership Meeting Attendance: Jim Page reported the attendance requirements for ITTF membership have been enforced in the past and will continue to be enforced. Several organizations have been contacted about not meeting this requirement in 2021, and he expressed the importance of a concise attendance record via requesting that those who are calling in to the meeting announce their names (and the Cisco WebEx software program stores an electronic record of joined participants accessible by the meeting host).

ITTF Delegate Reduction: Jim Page stated that in August 2021 former Chairman Don Kauerauf proposed that the number of delegates representing membership organizations be reduced. The current Bylaws direct organizations to assign one Appointee and **at least two** Alternate Appointees to represent them, and the number of delegates has grown to 183. With the account set up and record keeping/tracking of three required training courses, the frequent changes of delegates due to resignations and retirements, the attendance tracking at each meeting, and the upkeep of current contact information and committee assignments, the task has become too burdensome for the ITTF administrative assistant to manage. Director Tate-Nadeau stated this proposal would not only alleviate an administrative burden but is strategically better for the committees regarding the consistent establishment of quorums, enhancing the fruitfulness of discussions, and improving vested participation.

He opened the topic for discussion regarding the reduction of delegates, specifically: **1) its Appointee and 2) ~~at least two~~ one Alternate Appointee...**. This Bylaw modification would reduce the number of delegates by 50 and the removed delegates would be notified in writing.

Discussion ensued and included expressed apprehension from some co-chairs that attendance will be more difficult for some agencies, and it was recommended that the modification be made to this language: **1) its Appointee and 2) two Alternate Appointees...**. Another co-chair stated committee co-chairs should take more responsibility in ensuring their committee participants meet the requirements set forth. A question was asked whether Advisory Members (whether federal, state, county, city, private, etc.) are exempt from the training, and the answer given was "yes"; however, it was reiterated Advisory Members must have approval from the GHSA before being named as an Advisory Member on the ITTF. The question was raised what distinguishes the Appointee from the Alternate, as there is no policy dictating the Appointee must be the highest level person (e.g., a director) of that organization, and Jim Page surmised that the "director" of that organization was assigned as Appointee to have the right to vote. Director Tate-Nadeau stated the head of that organization is responsible for voting on that organization's behalf. (Per Jim Page's request, on January 13, 2022, Laura Sedory emailed the ITTF full membership a listing of their appointees and alternates.)

- ***Motion to present the Bylaws Modification as 1) its Appointee and 2) ~~at least two~~ one Alternate Appointee...* to the ITTF full membership on January 26, 2022.**
Motion to Present: Glenn Ericksen, MABAS
Seconded: Larry Evans, ILEAS
- ***Jim Page was unable to determine the result of the voice vote, therefore he asked for a roll call vote. The results were 6 to 4 in favor of presenting the Bylaws Modification as 1) its Appointee and 2) ~~at least two~~ one Alternate Appointee...* to the ITTF full membership on January 26, 2022.**

In Favor:
Jim Keiken
Glenn Ericksen
Jim Page
J.W. Price
Amy Fox
Willian Barnes

Opposed:
Gene Felchner
Vydas Juskelis
Jennifer Rominger
Marc Sullivan

- ***Motion carried to present the Bylaws Modification as 1) its Appointee and 2) ~~at least two~~ one Alternate Appointee...* to the ITTF full membership on January 26, 2022 for a roll call vote.**

Chairman Schenkel inquired into the feasibility of restructuring the process to reserve voting at the committee level only, with the co-chairs bringing the issues and voting results to the Director/GHSA, the ITTF Chairman and the Council of Chairs. Director Tate-Nadeau responded that this restructuring may streamline the process. Discussion ensued involving a favorable response to Chairman Schenkel's proposal.

New Business

Jim Page referred to his two documents and proposed the creation of two working groups to review the Capital Replacement Plan and named them: 1) Unified Command Post Strategy and Funding Request and 2) Communications Funding Requests Coordination. He provided details behind the idea and described the need to eliminate redundancies and conflicts in the Capital Replacement Plan with a deadline date of March 11, 2022. Discussion

ensued regarding who may comprise these working groups, who may chair them, and some examples were discussed regarding what conflicts currently exist. (Laura Sedory sent these two documents, combined into one PDF, to the Council and support staff on 12/9/21.)

Old Business

Review and Finalization of the Goals and Objectives: Jim Page referred to the Vision 2025 Goals and Objectives document emailed with the WebEx invitation prior to the meeting and explained the only change to the document was the committee Don Kauerauf created called Community Prevention Programs was removed. Jason Sanford confirmed that individuals were meeting to perform the work in the area of Community Prevention Programs, so it will remain a working group rather than a committee added to the ITTF. Jim Page explained the goals and objectives that Don assigned to the Community Prevention Programs have been assigned to the other committees, and he asked committees to review the document closely to take note of how the revision affected their areas of responsibility.

Committee Reporting for 2022: Jim Page further explained the new (2022) quarterly committee report will be based on the Vision 2025 Goals and Objectives document. Discussion ensued between the committee co-chairs and Bob Evans about the quarterly report. Bob noted this is a working document and anyone may email him with modification suggestions and questions. Bob stated more guidance will follow once the first quarter is over.

Committee Reporting for 2021: Julie Pfeifer provided a brief statement regarding the format for committee reports for the 2021 ITTF Annual Report. Chairman Schenkel emphasized the importance of specifics when completing this report to assist the Director in compiling details for the Governor's Office. Julie stated more details would follow via email to the committee co-chairs, and the committee report deadline is mid-January 2022. Bob clarified that the document emailed with the WebEx invitation prior to the meeting is the format for the quarterly committee reporting for 2022; the email that will be sent tomorrow will be providing details relating to the annual committee reporting for 2021. (On Chairman Schenkel's behalf, Laura Sedory emailed the 2021 committee reporting details, on behalf of Chairman Schenkel, to the Council and support staff on 12/9/21.)

Closing Statements

Bob provided two updates:

- Grantee Discipline Allocation Reports are due December 15, 2021
- The FFY 22 budget approval deadline has been extended to February 18, 2022, and until both houses pass and the President signs the budget bill, the Notice of Funding Opportunity (NOFO) can't be released containing the instructions and new federal priorities. This extension will create a smaller window in which grantees may act upon the NOFOs.

Appreciation Expressed to Jim Page: Numerous IEMA support staff and committee co-chairs warmly expressed appreciation to Jim Page for the outstanding work he performed while serving as Interim Chair on the ITTF.

Upcoming Meetings

- January 26, 2022, ITTF Full Membership meeting, 10:00 a.m. via WebEx
- February 23, 2022, ITTF Council of Chairs meeting, 10:00 a.m. via WebEx

Adjournment

- ***Motion to adjourn.***
Motion to Adjourn: ***Gene Felchner, IDOT***
Seconded: ***Jennifer Rominger, DoIT***
Meeting adjourned.