

ILLINOIS TERRORISM TASK FORCE  
Minutes of Council of Chairs Meeting  
September 22, 2021  
ATTENDEES

Jim Page – Illinois Terrorism Task Force Interim Chair, in person

Committee Chairs

**Critical Infrastructure:**

Felchner, Gene – IL Department of Transportation, in person  
Juskelis, Vydas – American Public Works Association, via WebEx

**Cybersecurity:**

Rominger, Jennifer – IL Department of Information Technology, in person

**Emergency Management:**

Sullivan, Marc – IL Emergency Management Agency, in person

**Fire Mutual Aid:**

Keiken, Jim – IL Fire Service Institute, via WebEx  
Ericksen, Glenn – Mutual Aid Box Alarm System, in person

**Law Enforcement Mutual Aid:**

Page, Jim – IL Law Enforcement Alarm System, in person  
Price, J.W. – IL State Police, in person

**Public Health:**

Thoele, Ashley – IL Department of Public Health, via WebEx

**Urban Area:**

Barnes, William – Cook County Department of Emergency Management and Regional Security, via WebEx

Staff/Members

Armstead, Alix – OSFM, via WebEx  
Beamer-Pfeifer, Julie – WIU, in person  
Brown, Renysha – IEMA, in person  
Corso, Joe – IEMA, in person  
Evans, Bob – IEMA, in person  
Evans, Larry – ILEAS, via WebEx  
Hanneken, Michelle – IDPH, via WebEx  
Hayward-Buys, Kim – Cook County DEMRS, via WebEx  
Kim, Myong-Ae – IEMA, via WebEx  
Lyons, Bernie – MABAS, via WebEx  
Moore, Heather – IL Fire Service Institute, via WebEx  
Porter, Tammy – IEMA, via WebEx  
Ricketts, Nina – IEMA, via WebEx  
Sanford, Jason – IEMA, via WebEx  
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 WebEx  
Trame, Chris – ISP, via WebEx

## Call to Order

Interim Chair Jim Page called the meeting to order and welcomed everyone attending in person and via the WebEx meeting. *Quorum was established.*

## Minutes

- ***Motion to approve the minutes of August 25, 2021, Council of Chairs meeting.***  
***Motion to Approve: Gene Felchner, IDOT***  
***Seconded: Glenn Ericksen, MABAS***

## National and Illinois Security Updates

- Cybersecurity Briefing – Dan Sluga, Deputy Chief Information Security Office, Illinois Department of Information and Technology, provided a briefing on cybersecurity issues. During his briefing he shared the 2021 draft version of the Top 10 Application Flaws released by the Open Web Application Security Project (OWASP). (Laura Sedory emailed both the link for the 2017 version and 2021 draft version to the Council and support staff on 9/23/21.)

## Review of Draft Illinois Capital Replacement Plan

On August 25, 2021, former Chair Don Kauerauf had given committees a deadline to submit plans to Bob Evans and Laura Sedory by September 17, 2021. Bob extrapolated all the information and created a comprehensive draft version of a Capital Replacement Plan. Jim Page displayed the draft version and reiterated the goal of the project is to develop a long-term (10-year) plan for the funding needs of the State of Illinois to continue our programs and close capability gaps. Bob recommended each committee continue to work on the draft to add, prioritize, and finalize it over the next few months. ~~The finalized~~ Once the Capital Replacement Plan is finalized it will better prepare the ITTF for the next budget cycle when making requests to the Governor's Office and the General Assembly for state funds to replace the federal funding that has been lost. Discussion ensued about the frequency of equipment use, feasibility of refurbishing versus replacing, using a tiered-approach technique, updating technology to reduce costs, redundancy/analysis of shared equipment among multiple committees, etc. Jim suggested the committees reevaluate their Capital Replacement Plans after further discussion with their members and with other committees that have shared equipment interests and present their updated lists, to include frequency of use, before the next Council of Chairs meeting on December 8, 2021. Bob pointed out the new committee reporting form, once approved by the Director, will be used for annual reporting going forward and will prompt more discussion at the committee level about achieving the goals and objectives of the Homeland Security Strategy. The Capital Replacement Plan will tie in with that assignment, as well.

## Prioritization of Draft Unmet Needs Project List

On August 25, 2021, former Chair Don Kauerauf had given committees a deadline to submit their Unmet Needs Project List in priority order to Bob Evans and Laura Sedory by September 17, 2021. Bob extrapolated all the information submitted by committees and created a comprehensive draft version of an Unmet Needs Project List. Jim Page displayed the draft version and reiterated "Unmet Needs" specifically refers to short-term projects that need funding. Discussion ensued about some specifics on the list, establishing priorities for those items, etc. The Director had requested this list be submitted quickly to determine if funding may be available from other sources (e.g., the Cares Act, EMPG). Renysha Brown stated anything that can be paid with Cares Act funding needs to be submitted before December 2021, and Bob reported he and other staff will review the draft for items that possibly may qualify. Bob and Jim suggested the committees reevaluate their Unmet Needs Project List, add any new projects, prioritize each item, and present updated lists before the next Council of Chairs meeting.

## Voting Members and Advisory Members

Jim Page explained that ITTF administrative staff must support and track the completion of the three mandated training requirements for around 183 individuals with voting rights within the ITTF. Discussion ensued regarding restructuring of committees to provide more equitable representation across regions, how quorums may be reached, the incentive for funding-reliant organizations to vote or participate versus those not funding-reliant, previous restructuring and the effects thereafter, the value of voting rights, discipline versus geographical capability, etc. Renysha Brown stated Director Tate-Nadeau recognizes that it's within the committees where the work is getting done. Those committees are charged with bringing that work back to the ITTF, thus the committees need to be functional. More discussion ensued regarding adequate representation at meetings and the training cycle, and it was determined that it was too late in the year to make any changes. Jim requested individuals email him with ideas or suggestions to resolve this issue.

## IEMA Inter-Grant Adjustments Policy

Jim Page displayed the policy and explained how it allows for more flexibility and faster movement of funds when necessary without having to wait for a vote at one of the quarterly ITTF Full Membership meetings. He outlined the key points of the policy and discussion ensued. It was noted that the figure was increased from \$100,000 to \$250,000 and that \$250,000 is the threshold amount in the Code of Federal Regulations (CFR) that separates requiring a quote versus requiring RFP/Bids for purchases. Other discussion ensued regarding types of funds that qualify, effective date, etc. (Director Tate-Nadeau approved the IEMA Inter-Grant Adjustments Policy on October 4, 2021, as an agenda item to be brought before the ITTF Full Membership during the next meeting on October 27, 2021.)

## New Committee Structure

Jim Page displayed the revised color-coded Committee Assignments for Vision 2025 Goals and Objectives. Bob Evans explained the colors mark which individual committees have accountability to which goals and objectives. Jim started the discussion as to whether the committees should be restructured around those goals rather than around discipline. Discussion ensued and included the feasibility of structural change as goals and objective (national priorities) may change next year; the obvious overlap of committee goals and the benefit of making all committees aware of other committees' meetings to allow for feedback, collaboration, and information-sharing (i.e., a centralized committee calendar); the usefulness of the color-coded Goals and Objectives for justification when organizations are submitting their project lists; the time lost during the last restructuring; the realigning of some organizations to committees that may be a better "fit" based on the Goals and Objectives; the potential addition of an eighth committee (i.e., the Community Prevention Committee); the consequences of fund-driven inclusion versus information exchange; providing clear agenda topics before committee meetings and an expectation of participation by all; the background of the current committee structure (i.e., Vision 2020, discipline, THIRA, and the efficient use of resources), yet the current committee structure aligns with federal priorities today; how this document ties in with the committee reporting format going forward; the fact that committee reporting of projects isn't limited to ITTF-funded projects only; etc. Jim concluded that this document is subject to requested committee revisions and will be updated accordingly and shared and discussed at upcoming meetings.

## Weapons of Mass Destruction (WMD) Special Response Teams Mission Focus

ILEAS's Jim Page described for the Council a proposed change in mission for ILEAS with regard to the WMD Special Response Teams. ILEAS has been reducing the number of WMD teams over the last 10 years from 11 to five. An additional team will most likely be decertified bringing the bottom-line number to four teams. ILEAS is proposing to instead use the money originally budgeted for WMD teams for other regional multi-jurisdictional SWAT/tactical teams throughout the state. This will better prepare the state to respond to domestic extremism and soft targets/emerging threats as well as reduce the amount of response time to critical incidents. No vote was requested, but the Council expressed support for the change.

## Upcoming Meetings

- October 27, 2021, ITTF Full Membership meeting, 10:00 a.m. via WebEx
- December 8, 2021, ITTF Council of Chairs meeting, 10:00 a.m. via WebEx

## Closing Announcements

Bob Evans announced the 2021 Homeland Security Grant Program award has been received. Once IEMA Preparedness and Grants Administration staff has reviewed and accepted it, the 45-day clock will start to obligate all funds per the federal guidelines. For each subrecipient, your points of contact will be given the GATA internal-control questionnaire due back to Bob. The Notice of State Awards (NOSAs) will be sent out electronically to your organizations through the GATA system. Then grant agreement distribution will follow.

Bob also stated the latest versions of the Capital Replacement Plan and Unmet Needs List will be sent out to the committee co-chairs for revisions. Both are due back to Bob Evans, Laura Sedory, Renysha Brown, and Jim Page by December 1, 2021.

## Adjournment

- *Motion to adjourn.*  
*Motion to Adjourn:*      *Gene Felchner, IDOT*  
*Seconded:*                *Marc Sullivan, IEMA*