



**ILLINOIS TELECOMMUNICATOR
EMERGENCY RESPONSE TASKFORCE (IL-TERT)**

General Membership Meeting

Springfield – October 22, 2007

1. Election Results

Nominations were accepted from the floor for all offices:

President:	Rick Kallmayer
Vice-President:	Cindy Barbera-Brelle
Secretary Treasurer:	Julie Ponce-Doyle
Region 2:	None received
Region 3:	Steve Cordes
Region 4:	Jeanine Chiappano Brian Tegtmeier Al Marquardt (later withdrew)
Region 6:	Mark Boughter
Region 7:	Steve Thompson
Region 8:	Dale Hill
Region 9:	None received
Region 11:	Tracy Felty

Solicitations for potential candidates will be conducted by Cindy Barbera-Brelle in Regions 2 and 9. Ballots for Region 4 and any other contested office will be re-distributed soon with instructions to return to Doug Edmunds for tabulation.

2. Update on Policy and Procedure Manual

Brian Tegtmeier and Rick Kallmayer have been working on the Policy and Procedure Manual. Brian advises that IL-TERT has now adopted the National Recommendations.

As a side note, Al Marquardt asked if there are administrative monies for IL-TERT. Doug Edmonds replied no, the only money IL-TERT currently has is from last year's raffle. The grant money received is administered by ILEAS. Al Marquardt then suggested that the sitting Illinois APCO and NENA Presidents be ex-officio members of the IL-TERT Board with no voting rights. Rick Kallmayer responded that the Board cannot act on that idea today as it was not on the agenda, but he thinks it is a good idea and the Board should discuss it at their next meeting. Al Marquardt then withdrew his nomination for Region 4.

3. Deployment Procedures

Rick Kallmayer advised that IL-TERT deployment procedures will be similar to ILEAS. IL-TERT will also be utilizing NorthWest Central Dispatch as the primary dispatch facility for IL-TERT. IL-TERT will be developing a streamlined version of ILEAS alarm cards with dispatch of closest agencies to assist. It will automate a quick response of the closest source. The first wave of help will be from the alarm card.

4. Update on Illinois Membership Activities

- A. Agency Memberships:** Doug Edmonds advises that IL-TERT currently stands at 32 member agencies. There are several other agencies in the process of joining including Wood River, Tinley Park, and Naperville. Doug expects that IL-TERT will soon have 40 member agencies.

- B. Selection of Team Members and Team Leaders:** Doug Edmonds advised that IL-TERT has adopted the national guidelines as IL-TERT standards and is asking all member agencies to select their team members. Over time it is expected that the team member selection form will be adjusted, but we need the current forms filled out so we know who the agency members are. In this process, team leaders are being nominated. Team Leaders will have a more formal selection process as this project progresses.

5. Status of Training Project

- A. Awareness Training:** All team members will need the Awareness Training that has been piloted and held nationally. There are two upcoming sessions of this training; November 8th in the Chicago area and November 9 at SEOC. The web-based version of this training is being completed. It is anticipated that NIMS will be taking over the web program.

- B. Team Leader Training:** This issue is on the national agenda and will be done in a similar manner at the development of the Awareness Training, but is not quite ready yet.

- C. RFP for Field Training Contract:** This training will be Illinois specific and was included in partial justification for the IL-TERT grant. The course will include familiarization with the deployed emergency command vans that have been distributed throughout the State. The RFP for vendor development of this course has been published and three responses were received to that RFP. The selection process of the vendor is continuing.

We don't consider ourselves deployable until all these steps are done. There are currently six states that are deployable.

6. IL-TERT Web Site

Brian Tegtmeyer advised that the web site will contain all information including info regarding training and will be available by the end of this calendar year.

7. Other Business

There was no other business.

8. Adjourn

Next meeting is November 13, 2007 at 11:00 am.

Prepared by:

Julie Ponce-Doyle
Secretary/Treasurer

