

# **NIPSTA BOARD OF DIRECTORS MEETING MINUTES**

**February 3, 2009**

The following Executive Committee members were present:

Chief Joseph De Lopez	Winnetka Police Department
Chief Alan Wax	Highland Park Fire Department
Chief Wayne Globerger	Glenview Fire Department
Deputy Chief Patrick Kreis	Winnetka Police Department
Diana Mikula	Village of Arlington Heights
Paul Harlow	Village of Glencoe
Chief Ralph Czerwinski	Skokie Fire Department

The following NIPSTA member representatives were present:

Chief Paul Tasch	Morton Grove Police Department
Chief Chuck Wernick	Northbrook Police Department
Commander Jay Patrick	Gurnee Police Department
Director Mikel Milks	Glencoe Department of Public Safety
Lynn Seinfeld	Oakton Community College
Chief Alan Berkowsky	Evanston Fire Department
Chief Jim Dominik	Wilmette Fire Department
Chief Barry Mueller	Niles Fire Department
Ed McGarry	Palatine Rural Fire Protection District
Deputy Chief Jim Richards	Northbrook Fire Department
Chief Rick Dobrowski	North Maine Fire Protection District
Chief Jim Quinn	Deerfield-Bannockburn Fire Protection District

Also present were NIPSTA Executive Director Robert Lahey, Assistant to the NIPSTA Executive Director Phil Zaleski, Program Coordinator Sheila Darcy, Administrative Intern Jarret Byrne, and Program Assistant Mary Gipson.

## **I. Call to Order**

NIPSTA President Joseph De Lopez called the meeting to order at 1:55 p.m. He apologized for the delay in starting the meeting, which was the result of an extended discussion at the meeting of the NIPSTA Executive Committee immediately beforehand. Chief De Lopez declared a quorum of Board members present. A Sign-In Sheet was distributed for all to sign.

## **II. Approval of Minutes**

A motion was made by Chief Quinn and seconded by Chief Dominik to approve the Minutes of the December 2, 2008 meeting of the NIPSTA Board of Directors. The motion was unanimously approved.

## **III. Standing Committee Reports**

### **A. Fire/EMS Training**

#### **1. NIPSTA Firefighter Academies**

Committee Chair Czerwinski provided an update regarding the first-ever NIPSTA Firefighter Academy, which began on January 19, 2009. He stated that the program is going well, with 20 students in attendance from departments as far north as Crystal Lake and as far south as Markham. There are new, dedicated training props and facilities in place to support the delivery of the curriculum, which is intended to not only meet, but also exceed, the State-mandated training objectives. Chief Czerwinski reported that student quizzes are administered daily and live fire training exercises are scheduled weekly. The NIPSTA Academy provides a lot of hands-on training, combined with intense physical training. Also, NIPSTA delivers bi-weekly reports to the departments that have new recruits in attendance. Plans are underway for an Appreciation Luncheon to be scheduled soon. Chief Czerwinski also announced that a Summer Academy will begin in July 2009.

#### **2. Memorandum of Understanding**

Chief Czerwinski presented a Memorandum of Understanding (MOU) between NIPSTA and the Illinois Fire Service Institute as renewal of an existing agreement between both parties. The MOU governs this relationship and the delivery of fire service training programs at NIPSTA: Confined Space Rescue, Rope Rescue, Hazardous Materials, and Structural Collapse.

Mr. Lahey explained that these sessions are State-certified and offered tuition-free to participants who are members of specialized rescue and response teams in Illinois. As the host of these programs, NIPSTA makes them available at a convenient location. Furthermore, the delivery of these events in Glenview increases awareness about other fire/EMS training programs and services that are available. A motion was made by Chief Czerwinski and seconded by Chief Mueller to approve the Memorandum of Understanding. The motion was unanimously approved.

### **B. Public Works Training**

#### **1. Illinois Section – American Water Works Association (AWWA)**

In the absence of Committee Chair Andy De Monte (Morton Grove), Mr. Zaleski reported that an agreement has been reached with the Illinois Section of the AWWA for two of its training programs to be hosted on the NIPSTA Campus. Both sessions will be scheduled in May 2009 and available to public works personnel.

## 2. Municipal Fleet Managers Association

Mr. Zaleski announced that discussions are in progress with the Illinois Municipal Fleet Managers Association, an organization that is also seeking to take advantage of the unique training facilities at NIPSTA. This represents another opportunity to introduce the Academy to a new audience of local government students.

## C. Police/Law Enforcement Training

Chief De Lopez introduced Winnetka Deputy Police Chief Patrick Kreis as the Chair-Elect of the Committee. Mr. Kreis succeeds Morton Grove Police Chief Paul Tasch, who was complimented by Chief DeLopez for leading the Committee in recent years.

### 1. New Curriculum

Deputy Chief Kreis commented on efforts to develop two new training curricula at NIPSTA: police tactical training and driving simulator training. Both of these initiatives are being readied for pilot programs in March 2009, thanks to support from Oakton Community College.

### 2. International Law Enforcement Educators and Trainers Association (ILEETA)

Deputy Chief Kreis announced that the ILEETA Conference is scheduled in Wheeling in April. However, for the first time ever, some of the week-long training sessions will be offered off-site at NIPSTA in Glenview. This represents tremendous exposure for NIPSTA to a national association of professional police instructors.

### 3. Police Candidate POWER Test

Deputy Chief Kreis distributed information about the new police candidate POWER Test that is available at NIPSTA beginning in April 2009. The testing service is intended to ease the administrative burden – and the cost – borne by local police departments that typically test their own candidates. NIPSTA provides a regional, collaborative approach that benefits candidates and departments alike at a low cost of \$25 per test. Chief De Lopez congratulated all involved for starting this program, which was identified as a strategic goal by the NIPSTA Executive Committee one year ago.

## D. Facilities and Grounds

### 1. Frozen Pipe Situation

Committee Chair Globberger reported that the NIPSTA Structural Collapse Training Prop sustained a frozen pipe in January. This resulted in significant damage to the sprinkler system, which is planned for repair later this month. The heaters and electric service have already been restored. Negotiations have begun with the NIPSTA insurance carrier in order to determine options for filing a formal claim.

### 2. Firefighter Training Props and Equipment

Chief Globberger noted that several training prop additions have come to the NIPSTA Campus in recent months. These are the direct result of NIPSTA investments in materials and labor for assets that are being used during the eight-week Firefighter Academy. These props will also sustain other fire service training throughout the year, both indoors and outdoors.

Mr. Lahey explained that repairs are planned for the NIPSTA Technical Rescue Training Prop. The need for these improvements is similar to what is being experienced at nine other training sites in Illinois. Use of the training prop is restricted, pending completion of the repairs. The cost of repairs will be paid partially by the Illinois Terrorism Task Force. Chief De Lopez noted the positive outcome of this statewide effort is the development of new engineering standards and instructional protocols.

E. Finance and Administration

1. 2009 Membership Renewals

Committee Chair Harlow reported that membership renewal notices and invoices were sent to all NIPSTA members in January 2009. Dues paid by Founding Members are reduced 10% in 2009. Chair Harlow also reminded all members of the opportunity available to them to utilize NIPSTA training facilities at no cost at any time. Reservations are confirmed on a first-come, first-served basis.

**IV. President's Report**

1. New Affiliate Member Application: NORTAF

President De Lopez presented the application for NIPSTA membership by the North Regional Major Crimes Task Force (NORTAF), which was recommended for approval by the NIPSTA Executive Committee. A motion was made by Chief Czerwinski, and seconded by Director Milks, to approve the membership application. The motion was unanimously approved. Chief De Lopez congratulated NORTAF and presented a membership plaque to Northbrook Police Chief Wernick.

2. New Affiliate Member Application: MABAS Division 3

President De Lopez presented the application for NIPSTA membership by the Mutual Aid Box Alarm System (MABAS) Division 3, which was recommended for approval by the NIPSTA Executive Committee. A motion was made by Chief Dominik, and seconded by Mr. McGarry, to approve the membership application. The motion was unanimously approved. Chief De Lopez congratulated MABAS Division 3 and presented a membership plaque to Glencoe Public Safety Director Milks.

3. Committee Chair Appointment

President De Lopez presented the appointment of Winnetka Deputy Police Chief Patrick Kreis as Chair of the NIPSTA Police/Law Enforcement Training Committee. This appointment was recommended for approval by the NIPSTA Executive Committee. A motion was made by Chief Mueller, and seconded by Chief Quinn, to approve the appointment. The motion was unanimously approved. Chief De Lopez congratulated Deputy Chief Kreis and thanked him for his volunteer service to the NIPSTA membership.

**V. Executive Director's Report**

Mr. Lahey delivered a 2008 Annual Report summary presentation as a recap of accomplishments and activities during the previous calendar year. Among the highlights:

- 7% increase in total number of training programs;
- 17% increase in number of students;
- 16% increase in number of fire/EMS training programs;
- 31% increase in number of police/law enforcement students;
- 10% increase in number of public works training programs;
- 21,000 additional visitors to the NIPSTA website;
- 80% increase in subscribers to *NIPSTA News and Notes*;
- 23,486 visitors to the NIPSTA Campus in 2008, which represents an increase of 8%;

Mr. Lahey distributed copies of the 2008 Annual Report to all members and encouraged them to forward the document to others within their municipalities and organizations. He also thanked all NIPSTA members for their commitment to the NIPSTA mission.

**VI. Other Business**

Chief De Lopez announced the bi-monthly schedule of meetings of the Board of Directors in 2009.

**VII. Next Meeting**

Chief De Lopez announced that the next meeting of the NIPSTA Board of Directors will be held on April 7, 2009 at 1:30 p.m. on the NIPSTA Campus.

**VIII. Adjournment**

A motion was made by Chief Dobrowski, and seconded by Commander Patrick, to adjourn the meeting. The motion was unanimously approved at 2:41 p.m.

Respectfully submitted,

Alan Wax  
NIPSTA Secretary