

NIPSTA BOARD OF DIRECTORS MEETING MINUTES

June 2, 2009

The following Executive Committee members were present:

Chief Joseph De Lopez	Winnetka Police Department
Chief Alan Wax	Highland Park Fire Department
Deputy Chief Patrick Kreis	Winnetka Police Department
Diana Mikula	Village of Arlington Heights
Tim Wiberg	Village of Lincolnwood
George Van Geem	Village of Niles
Director Andy DeMonte	Morton Grove Public Works Department
Chief Ralph Czerwinski	Skokie Fire Department
Paul Harlow	Village of Glencoe

The following NIPSTA member representatives were present:

Barb Rizzo	Oakton Community College
Deputy Chief Drew Smith	Prospect Heights Fire Protection District
Chief James Quinn	Deerfield-Bannockburn Fire Protection District
Chief Rick Dobrowski	North Maine Fire Protection District
Trustee Paul Morrison	North Maine Fire Protection District
Chief Jim Dominik	Wilmette Fire Department
Bill Porter	Morton Grove Fire Department
Chief Craig Gjelsten	Park Ridge Fire Department
Jim Miller	Mount Prospect Fire Department
Chief Scott Smith	Winnetka Fire Department
Chief Barry Mueller	Niles Fire Department
Deputy Chief Mike Whalen	Evanston Fire Department

Also present were NIPSTA Executive Director Robert Lahey, NIPSTA Program Coordinator Sheila Darcy, NIPSTA Administrative Intern Jarret Byrne, and Mark Saperstein (Audi Car Club of Chicagoland).

I. Call to Order

NIPSTA President Joseph De Lopez called the meeting to order at 1:37 p.m. He declared a quorum present. A Sign-In Sheet was distributed for all to sign.

II. Guest Presentations

A. Audi Car Club of Chicagoland

Chief De Lopez welcomed Mr. Saperstein as a representative of the Audi Car Club of Chicagoland and invited him to deliver remarks to the Board. Mr. Saperstein described a recent program delivered on the NIPSTA Campus: Teen Safe Driver Clinic on May 3, 2009. He explained that the purpose of the training is to teach teenage drivers safe skills and techniques to be employed on the road. The one-day session is targeted to teens and their parents from anywhere in any automobile at a cost of \$99 per teen. Previously, this event was scheduled at Maywood Park Racetrack, but Mr. Saperstein complimented NIPSTA for its far superior facilities, including the classroom and driver training pad. As a first-time activity in Glenview, the event was deemed a tremendous success. Mr. Saperstein offered to any Member of the NIPSTA Board of Directors an opportunity to participate in the next scheduled session on September 20, 2009.

B. Children's Fire Safety Festival

Chief De Lopez welcomed Mr. Miller as the representative of 16 fire departments and organizations that sponsored a Children's Fire Safety Festival on the NIPSTA Campus during May 4-7, 2009. He explained that the week-long event was attended by 2,592 pre-school and elementary school children from throughout north and northwest suburban Chicago. Nine different interactive activities were presented each day in order to teach fire safety and life saving skills. For the past 29 years, this event had been staged at the Randhurst Shopping Mall in Mount Prospect. The new venue in Glenview was very well-received by all of those involved, including firefighters, volunteers, teachers, and students. Mr. Miller expressed optimism at the opportunity of being able to host the event in Glenview again next year so that the successful history of the event could continue well into the future. Mr. Lahey noted that a notice of NIPSTA's September 13th Public Safety Awareness Day was sent home with each student and teacher.

III. Approval of Minutes

A motion was made by Chief Quinn and seconded by Chief Smith to approve the Minutes of the April 7, 2009 meeting of the NIPSTA Board of Directors. The motion was unanimously approved.

IV. Treasurer's Report

Treasurer Van Geem presented the FY 2008 Financial Audit Report and noted that it has been reviewed and approved by the Finance & Administration Committee and the Executive Committee. The Report, as prepared by Wolf & Company, includes an unqualified opinion, which is a good sign of NIPSTA performance and internal controls. The auditors reported that there were no major adjustments to the annual financial statements, which reflected a year-end net income loss of \$19,497, primarily due to the fact that \$161,325 is included as Depreciation, which is a non-cash expense. Mr. Van Geem stated that the Report is an important indicator of the positive direction of the organization. He encouraged all Members to share it with their leadership staff and elected officials, as applicable. A motion was made by Chief Mueller to accept the FY 2008 Financial Audit Report. The motion was seconded by Chief Quinn and unanimously approved.

V. Standing Committee Reports

A. Fire/EMS Training

Committee Chair Czerwinski reported on these Academy initiatives:

- Preparation work is underway for the next NIPSTA Firefighter Academy, which is scheduled to begin July 13, 2009;
- Recently-completed MABAS Division 3 training for 650 personnel from 17 departments in 9 days;
- Upcoming Fire/EMS Trauma Symposium at Oakton Community College on June 10, 2009;
- To date in 2009, over 600 firefighter candidates have taken the CPAT physical exam;
- NIPSTA application submitted for federal funding of the purchase of firefighter instructor turnout gear to support the delivery of live fire training; and,
- Chicagoland Fire Chiefs Caucus scheduled to meet on the NIPSTA Campus later this summer.

Lastly, Chair Czerwinski announced that the next Training Committee meeting is scheduled June 17, 2009.

B. Public Works Training

Committee Chair De Monte commented on these activities:

- To date, NIPSTA has offered 37 public works training programs, which have been attended by 592 students;
- Last month for the first time ever, NIPSTA hosted two successful training sessions in cooperation with the American Water Works Association;
- New training topics are under consideration, including chainsaw safety, fall protection, backhoe operator, respirator, time management, weather-spotting, and CPR;
- The Public Works Supervisors Academy has trained 103 students in six sessions this year; and,
- Another first-time electrical safety training event will be held in south suburban Orland Park in cooperation with the Southwest Conference of Mayors.

Lastly, Mr. De Monte announced that the next Training Committee meeting is scheduled August 12, 2009.

C. Police/Law Enforcement Training

Committee Chair Kreis announced that several new uses of the NIPSTA Campus are scheduled this year:

- International Law Enforcement Educators and Trainers Association (ILEETA) Conference – four training sessions;
- Illinois Law Enforcement Assistance System (ILEAS) – Basic SWAT School;
- Illinois Tactical Officers Association (ITOA) – SWAT team training; and,
- North American Police Work Dog Association (NAPWDA) – national training conference.

Deputy Chief Kreis also reported that the Illinois POWER Test at NIPSTA continues to exceed expectations, with several new training dates being added to the calendar in order to meet the demand from more than 800 test-takers and more than one dozen municipalities. The program provides benefits to local police departments, as well as job applicants.

D. Facilities and Grounds

In the absence of the Committee Chair, Mr. Lahey referred Members of the Board of Directors to a proposal for a Feasibility Study for Illinois MABAS to co-locate on the Glenview Campus. He summarized the scope of work to be performed and the cost-sharing relationship among the parties involved. In response to an inquiry from Chief Dobrowski, Mr. Lahey noted that this proposal does not commit NIPSTA or MABAS to any further action at this time, because this initiative is only exploratory in nature. A motion was made by Chief Wax to accept the Feasibility Study proposal. The motion was seconded by Chief Mueller and unanimously approved.

E. Finance and Administration

Committee Chair Harlow presented a Resolution related to Ascertaining the Prevailing Rate of Wages, as required annually by State statute and recommended for approval by NIPSTA legal counsel. A motion was made by Ms. Mikula to approve the Resolution. The motion was seconded by Chief Quinn and unanimously approved.

VI. President's Report

President De Lopez presented to the Members an Intergovernmental Agreement with Cook County that commits NIPSTA to providing homeland security training throughout the region in the north, west and south suburbs. He explained that NIPSTA has been working in collaboration with the federally-funded Cook County Urban Area Security Initiative for several years. However, this document formalizes the relationship for a two-year period (October 1, 2008 - September 30, 2010). He also noted that the Agreement has been reviewed by NIPSTA legal counsel and is recommended for approval by the NIPSTA Executive Committee.

In response to an inquiry by Chief Quinn, Chief De Lopez stated that the benefits of the Agreement extend to agencies and jurisdictions located in Lake County, because their personnel are eligible to attend the training programs at no cost. Furthermore, the Agreement provides more than \$600,000 in revenue to NIPSTA for its role in delivering federally-approved educational sessions. In response to an inquiry by Chief Smith, Chief De Lopez stated that another benefit of this new Agreement is that it will expedite reimbursement to NIPSTA of eligible training-related expenses.

A motion was made by Chief Mueller to approve the Intergovernmental Agreement. The motion was seconded by Chief Quinn and unanimously approved.

VII. Other Business

A. Consideration of Release of Closed Session Minutes

Chief Wax made a motion that the Board of Directors, having reviewed the Minutes of closed sessions, determine that the Minutes of the closed session portion of the Regular Meeting held on December 4, 2007 no longer requires confidential treatment and is to be available for public inspection, but that the need for confidentiality still exists for the meeting minutes of the Closed Session held on December 2, 2008. The motion was seconded by Chief Smith and unanimously approved.

B. NIPSTA Foundation Public Safety Awareness Day

Ms. Darcy announced that the NIPSTA Foundation will host its annual public awareness event on Sunday, September 13, 2009 from 11 a.m. until 4 p.m. In order to showcase its specialized programs and facilities, the NIPSTA Campus will be open to the public for this one day of live demonstrations and hands-on activities. Scenarios will be staged and combined with interactive displays of public safety equipment and vehicles. This provides a unique opportunity to not only meet and greet fire, police and public works professionals, but also get an up-close look at the tools of their trade.

The preparation for this event is already underway and being led by a committee of NIPSTA Members who are planning a variety of activities. In response to an inquiry by Chief De Lopez, Ms. Darcy stated that the admission fee amount, if any, has not yet been determined. She then encouraged participation in this event by all NIPSTA Members and pledged that additional information would be forthcoming to the membership.

VIII. Next Meeting

Chief De Lopez announced that the next meeting of the NIPSTA Board of Directors is scheduled on August 4, 2009 at 1:30 p.m. on the NIPSTA Campus.

IX. Adjournment

A motion was made by Ms. Mikula, and seconded by Chief Wax, to adjourn the meeting. The motion was unanimously approved at 2:54 p.m.

Respectfully submitted,

Alan G. Wax
NIPSTA Secretary