

ILLINOIS INCIDENT MANAGEMENT TEAM
Team Meeting AGENDA
Friday December 19, 2014, 0900 hrs

I. **Welcome and roll call:**

- Introduction of all members. 3 ICs and 19 members present

II. **Advisory Meeting Summary:**

- Financial report
- Membership update
- Three new members. Feleccia, Jennings, and Morris
- One resignation- Rich Mikel

III. **Training, Exercises and Events:**

- Web EOC training. Chicago, Jan 12- Ryan (date changed to 13th)
- IEMA Ops week presentation to regional coordinators- Jan 20. Clarkson/Albert
- Planning meeting for Prairie Assurance- Jan 20-22
- ITTF presentation, Jan. 28th- Albert/Moos
- IL-ANG- Macomb Exercise, Feb 20-22- Carle
- IS420 Leadership Class, IFSI, March 3-5- Gasparich
- IESMA Exercise, Springfield, April 29- Hodges/Moos
- 2015 NIMO training, TBD (May??)- Elliott
- IL-ANG Prairie Assurance Exercise- location?, Sept. 9-15- Elliott/Albert
- In addition, there may be about 10 command and general staff classes. One in Macomb in Feb. Several position specific classes also coming up. Including the S420 class (not IS420). Really need to have IMT members step up for this class. Like to have two teams. This will be Illinois specific. This is a rare class to get, so it's important. Will only be 1 AHIMT class next year.
- IC Ryan – brought up accountability. Make sure to call EM-COM. Mission numbers are sent out for team meetings and training also.

IV. **2014 Annual Report:**

- Completed by Mike Moos

V. **2015 Team Meetings**

- Dates April 23-24, Jun25-26, Sept 24-25, Dec 10-11
- Training- See above

VI. New/Other Business

- Assignment of New Members (see handout)
- Annual Training Status- was discussed and sheets were passed out to members to document their training and exercise for the year to ensure that everything was captured
- Trailer Improvements discussion of upgrading the trailer, buying a new trailer, maintenance issues etc. general consensus was to not upgrade at this time and to look to partner with EMAT on new combined trailer
- Prepare for 2015 events- discussed some of the upcoming events and passed out a sign up for Macomb and Prairie Assurance
- System for contacting members for call outs/information “I am responding” discussion of how this could be used and if it is needed. Generally all in favor of this. This will be discussed to see if we can tie into the EMAT’s version. If not, we will look at purchasing it. This will not replace, but add to EMCOM. ICs will meet with EMAT in January and discuss this.

VII. Team Training

- IMT Overview Power Point Presentation. Clarkson presented this in the absence of Moos. Clarkson also explained the purpose and origins of the presentation. Put together by Moos and Bucky Washam from EMAT.
- Task books and qualification requirements procedures given by Lead TNSP Gary Hanebrink. Talked about what we need to do to stay deployable and how to go about getting task book done.
- Discussion of remote work on an incident. Team deploys to a location, but someone can’t deploy because of issues on the home front. The concept is that the on scene person (For example PSC) could reach back to other team members in that same section for work. SO given the example of PSC: the on scene PSC needs a contingency plan written. He calls or emails another planning section person that is at home with some details. That person then writes the contingency plan and sends it to the PSC for use. Another might be that the PIO reaches back to a PIO at home that can monitor social media and post for the PIO to be rumor control and get out information.
- IEMA director of operations, Trent Thompson, spoke for a few minutes. Discussed several issues including his appreciation of the IMT. Said that he and his staff talk up the IMT and always keep us in mind if something happens.
- JAN 21, LEADS are to send info to Gene Ryan:
 - 1. name of deputy section chief;
 - 2. Reach out to all members of section and find out what is going well at meetings and what is not going well. Any other suggestions also.

A qualifications committee meeting was also held as at the lunch break

Adjourn at 1500 hours