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**Mike Chamness – Chair  
Illinois Terrorism Task Force**

**Members**


Adams/McDonough Counties  
American Public Works Assoc.  
American Red Cross  
Archer -Daniels-Midland  
Associated Fire Fighters of IL  
Central Management Services  
Cities of Bloomington-Normal  
Cities of Champaign-Urbana  
City of Aurora  
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City of Naperville  
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City of Springfield  
Cook County ESDA  
Dept. of Homeland Security/FEMA-Region V  
DuPage County OEM  
Federal Bureau of Investigation  
Governor's Office  
IL Assoc. of Chiefs of Police  
IL Assoc. of Public Health Administrators  
IL Assoc. of School Boards  
IL Attorney General's Office  
IL Board of Higher Education  
IL Campus Law Enforcement Administrators  
IL College of Emergency Physicians  
Illinois Community College Board  
IL Coroners Association  
IL Department of Agriculture  
IL Department of Corrections  
IL Department of Human Services  
IL Department of Military Affairs  
IL Department of Natural Resources  
IL Department of Public Health  
IL Department of Transportation  
IL Education Association  
IL Emergency Management Agency  
IL Emergency Services Management Assoc.  
IL Environmental Protection Agency  
IL Firefighters Association  
IL Fire Chiefs Association  
IL Fire Services Association  
IL Fire Service Institute  
IL Health Care Association  
IL Law Enforcement Alarm System  
IL Law Enforcement Training & Standards Bd.  
IL Municipal League  
IL National Emergency Number Association  
IL Office of the State Fire Marshal  
IL Public Health Mutual Aid System  
IL Public Works Mutual Aid Network  
IL Security Chiefs Association  
IL Sheriffs Association  
IL State Police  
IL States Attorneys Association  
Kane County ESDA  
Lake County ESDA  
Metro East (St. Clair-Madison)  
Mutual Aid Box Alarm System  
Quad Cities (Moline-E. Moline-Rock Island)  
Regional Superintendents of Schools  
School Crisis Assistance Team  
Secretary of State Police  
U.S. Attorney's Office  
U.S. Postal Inspectors  
Will County EMA

**Committees**

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Chicago/Cook County UASI  
Communications  
Crisis Response & Prevention  
Elected Officials  
Emergency Management  
Fire Mutual Aid  
Information Technology  
Law Enforcement Mutual Aid  
Private Sector  
Public Information  
Science & Technology  
Training  
Transportation  
Volunteers and Donations

## ITTF POLICY STATEMENT 2008 (6)

**TO:** U.S. Department of Homeland Security, Federal Preparedness Fund Sub-recipients

**FROM:** Mike Chamness, Chair   
Illinois Terrorism Task Force

**DATE:** December 9, 2008

**SUBJECT:** Illinois Terrorism Task Force Policy Statement Regarding FFY 2008 NIMS Compliance Activities

### INTRODUCTION

Governor's Executive Order 2003 (17) created the statewide homeland security advisory committee, the Illinois Terrorism Task Force (ITTF). The ITTF is responsible for developing and helping to implement the state's homeland security strategy as an advisory body to the Governor and overseeing the management and administration of federal preparedness grants. The task force continues to build upon a strong foundation of established working partnerships among its over 60 members, which represent all public safety agencies and associations and every community in Illinois.

### GENERAL POLICY STATEMENT

Homeland Security Presidential Directive-5 "Management of Domestic Incidents" (HSPD-5) required the adoption of the National Incident Management System (NIMS) by all federal departments and agencies. This directive also required that federal preparedness assistance funding for states, territories, tribes and local jurisdictions be dependent on NIMS compliance. NIMS implementation is also linked to the National Response Plan (NRP), Homeland Security Presidential Directive-8, National Preparedness (HSPD-8), and the National Infrastructure Protection Plan.

In federal fiscal years (FFY) 2005 and 2006, states self-certified that they were making a "good faith" effort to implement the NIMS. The State of Illinois certified with the U.S. Department of Homeland Security (DHS) "that taken as whole" Illinois had successfully complied with the minimum '05 and '06 NIMS requirements as set forth by DHS. In FFY 2007, the self-certification process

was changed to specific performance-based metrics which were monitored for compliance by the U.S. Department of Homeland Security (DHS). The FFY 2008 compliance objectives were based primarily on previous years' requirements. The Federal Emergency Management Agency (FEMA) Incident Management Systems Integration (IMSI) Division continues to analyze the data received from NIMSCAST to help shape the future of the NIMS compliance program. FEMA's IMSI website (<http://www.fema.gov/emergency/nims/index.shtm>) provides NIMS implementation information and documents to assist local jurisdictions with their NIMS compliance. The document titled "FY 2008 (October 1, 2007—September 30, 2008) NIMS Compliance Objectives and Metrics For States and Territories" provides compliance directives for FY 2008.

Future refinements to the NIMS compliance metrics will evolve as policy and technical issues are identified and clarified at the national level. Successful implementation of the NIMS depends on the participation and integration of all state, territorial, tribal, local jurisdictions and community-based organizations, including public, non-governmental, and private organizations that may have a role in disaster preparedness and response. Equally important to this effort is establishing a seamless relationship between the NRP and NIMS. Local jurisdictions complying with NIMS should identify and include appropriate organizations in their NIMS implementation efforts, including private sector emergency medical and hospital providers, transportation systems, utilities, and special facilities such as industrial plants, nuclear power plants, factories, military facilities, stadiums, and arenas.

## **VALIDATION OF STATE AND LOCAL NIMS COMPLIANCE**

Illinois receives notification from FEMA of the current fiscal years' state requirements for NIMS compliance and recommended NIMS implementation activities for local governments in order to assist the state with its NIMS compliance determinations. The FY 2008 NIMS compliance objectives and metrics were received from the IMSI Headquarters in February 2008. FEMA has granted the states the responsibility to manage compliance determination for its agencies and local jurisdictions. As for the allocation and award of funds, HSPD-5, Management of Domestic Incidents, requires NIMS adoption as a condition of Federal Preparedness Awards. Therefore, it is the responsibility of the State Administrative Agency (SAA) to determine the impact of NIMS compliance on the release of FFY 2009 funds.

## **FFY 2008 NIMS COMPLIANCE ACTIVITIES FOR LOCAL GOVERNMENTS**

A local jurisdiction is considered NIMS compliant by the State of Illinois only after it has complied with the established requirements by September 30, 2008. This process requires self-certification through the NIMS Compliance Assistance Support Tool (NIMSCAST) and the submittal of a jurisdictional resolution adopting NIMS. The NIMSCAST web site can be accessed at <http://www.fema.gov/nimscast/index.jsp>. The SAA will monitor compliance on an ongoing basis to ensure that only those agencies registered and in compliance with the FFY 2008 guidelines will receive FFY 2009 funding from DHS grant programs administered by the SAA.

## **IMPACT OF NIMS COMPLIANCE ON FFY 2009 FUNDING**

### *A. FOR LOCAL GOVERNMENTS*

In order to receive DHS funding through the SAA in FFY 2009, the authorized representative of the recipient organization will be required to certify that the organization is compliant with the NIMS requirements as specified in this document and has completed and submitted all current NIMS compliance documents and self-certifications as established by FEMA and IEMA (29 Ill. Adm. Code 301.510). The recipient organization will be required to certify the following NIMS requirements have been met prior to the receipt of a grant reimbursement.

1. Local governments must certify they have submitted a copy of the jurisdiction's local legislation, executive order, resolution, or ordinance formally recognizing NIMS and adopting NIMS principles and policies to the Illinois Emergency Management Agency.
2. Jurisdictions have established an account in the NIMSCAST, completed FFY 2008 NIMS Compliance Objectives and Metrics for Local Governments, and submitted the metrics for roll up to FEMA.

The recipient organization will be required to maintain NIMS compliance, as established by FEMA and IEMA, throughout the performance period of the FFY 2009 grant in order to receive funding for the approved project. Failure to maintain NIMS compliance as outlined in this document within the performance period of the FFY 2009 grant will result in the termination of the applicable grant agreement(s).

### *B. FOR SCHOOLS AND HIGHER EDUCATION INSTITUTIONS*

In order to receive DHS funding through the SAA in FFY 2009, the authorized representative of the recipient organization will be required to certify that the organization is compliant with the U.S. Department of Education's Office of Safe and Drug-Free Schools document: "NIMS Implementation Activities for Schools and Higher Education Institutions (HEIs)." For additional information, visit the U.S. Department of Education's Office of Safe and Drug-Free Schools Emergency Planning Website at: [www.ed.gov/emergencyplan](http://www.ed.gov/emergencyplan) or the Readiness and Emergency Management for Schools Technical Assistance Center at: <http://rem.ed.gov> The recipient organization will be required to certify the following NIMS requirement has been met prior to the receipt of a grant reimbursement.

Schools and Higher Education Institutions must certify they have submitted a copy of the "Checklist: NIMS Implementation Activities For Schools And Higher Education Institutions (HEIs)" to the Illinois Emergency Management Agency.

The recipient organization will be required to maintain NIMS compliance, as established by IEMA, throughout the performance period of the FFY 2009 grant in order to receive funding for the approved project. Failure to maintain NIMS compliance as outlined in this

document within the performance period of the FFY 2009 grant will result in the termination of the applicable grant agreement(s).

*C. FOR NON-PROFIT ORGANIZATIONS*

Nongovernmental organization sub-recipients are required to meet certain NIMS compliance requirements. All emergency preparedness, response, and/or security personnel in the nonprofit organization participating in the development, implementation, and/or operation of resources and/or activities awarded through this grant are encouraged to complete training programs consistent with the NIMS National Standard Curriculum Development Guide. The recipient organization will be required to certify the following NIMS requirement has been met prior to the receipt of a grant reimbursement.

Non-profit organizations must certify that at least one individual (presumably the security or safety director of the facility) has completed the IS-700 NIMS: An Introduction by submitting a copy of the Emergency Management Institute Certificate of Achievement to the Illinois Emergency Management Agency.

**EFFECTIVE DATE OF THE POLICY**

This policy is effective as of October 1, 2008.