

STATE ARMORY BOARD

April 3, 2024

The Indiana State Armory Board convened at 10 o'clock A.M., Wednesday, April 3, 2024 in the Adjutant General's Conference Room, located on the second floor of Building One at Indiana Joint Forces Headquarters, located on Stout Field, Indianapolis, Indiana, 46241, pursuant to notice given to all concerned.

MEMBERS PRESENT:

Brigadier General (BG) (Retired) Michael A. Kiefer – President
Colonel (COL) (Retired) Marjorie K. Courtney – Member
Colonel (COL) (Retired) Timothy R. Warrick – Member
Colonel (COL) (Retired) Todd D. Townsend – Member

OTHERS PRESENT:

Brigadier General Michael Grundman – Director, State Operations
Mr. Jason Thompson – General Counsel, Adjutant General's Office
Colonel (COL) (Retired) John Silva – Controller
Mrs. Alexis Teller – Deputy Director, State Purchasing and Contracting Office
Mr. James Mahern – Director, State Facilities Office
Mr. Jason Brady – Construction and Facilities Management Office (CFMO)
Ms. Terri Levy – Administrative Assistant to the Director, State Operations
Ms. Heather Salinas—Alumni Relations Representative
Ms. Connie Sellers—Indiana National Guard Marketing Representative
Mr. Paul Koehl—Indiana National Guard Marketing Representative
Ms. Mary L. Barbee – Business Administrator – Recorder

THOSE ABSENT:

Brigadier General (BG) (Retired) Ronald W. Henry – Vice President
Major General (MG) R. Dale Lyles – the Adjutant General – Secretary-Treasurer
Mrs. Mary Carrico – Director, State Purchasing and Contracting Office
Mrs. Stephanie Brossman – Field Auditor

3. MINUTES OF LAST MEETING:

Brigadier General (Retired) Kiefer, who presided, acknowledged enough members were present to establish a quorum, indicating Brigadier General (Retired) Henry was absent due to an accident over the weekend of March 30-31, 2024. Brigadier General (Retired) Kiefer called the April 3, 2024 Meeting of the Indiana State Armory Board to order at 10:02 A.M.

Motion to approve the minutes of the January 10, 2024 meeting was made by Colonel (Retired) Courtney, the motion was seconded by Colonel (Retired) Warrick, and carried.

4. TREASURER'S REPORT:

Colonel (Retired) Silva briefed the Board of their financial records with both the Special Programs account and the State Armory Board main account.

State Armory Board Treasurer's Report Summary

Special Programs Account:

- Balance: \$620,731.20
- Expected Receivables: \$12,221.69 from Cyber Academy room payments
- Liabilities: \$26,650.00 (PRUV Mobility and Camp Atterbury usage fees)
- Profit and Loss: \$10,325.46 in administrative fees
- Total Income: \$87,882.38
- Expenditures: Internet and cleaning services for Cyber Academy
- Action Required: Development of a spending plan due to excess funds

State Armory Board Main Account:

- Opening Balance: \$2,024,365.52
- Certificates of Deposit (CDs): Anticipated increase in rates to around 4%
- Equity Components:
 - Ceremonial Unit: \$76,873.96
 - IGR: \$40,129.42
 - Lawrence Wellness Center: \$2,518.34
 - TAG's PR Fund: \$3,977.05
- Checking Account Balance (as of March 15, 2024): \$2,024,365.52
- Obligations: \$294,262.11
- Non-Obligated Funds: \$1,730,103.41

Profit and Loss Statement:

- Income from CD Interest: \$1,700.00
- Contributions:
 - City of Rushville: \$325.00
 - Knightstown scrap metal sales: \$2,168.25
 - Miscellaneous Income: \$3,541.77
 - SEI Telephone Co-op refund: \$3,000.00

Discussion Points:

- TAG's PR Fund: Concerns about insufficient funds for the fiscal year
- Proposal: Set a minimum balance floor for TAG's PR Fund
- Motion: Raise the balance to \$15,000.00 with a minimum floor of \$10,000.00, automatically replenishing to \$15,000.00 when the balance hits \$10,000.00

Board Actions:

- Colonel (Retired) Courtney moved to approve the treasurer's report.
- Colonel (Retired) Warrick seconded the motion which was carried.

5. MRS. MARY CARRICO WILL PROVIDE AN UPDATE ON CURRENT STATE ARMORY BOARD CONTRACTS.

Absentee:

- Mrs. Carrico was unable to attend the meeting.

Contracting Brief:

- Mrs. Alexis Teller, Deputy Director of the State Purchasing and Contracting Office, presented the contracting brief in Mrs. Carrico's absence.
- Currently, there is one project out for bid, expected to return between April 15 – 19 for an Atterbury project.
- Mrs. Teller advised the Board to anticipate a busy bidding season.

Sease-Gerig Contract Discussion:

- The Sease-Gerig contract, valued at \$40,000.00, is due to expire at the end April, 2024.
- Discussion opened regarding the renewal of the contract.

Board Members' Dialogue:

- Colonel (Retired) Courtney mentioned that Major General Lyles is interested in renewing the contract.
- Colonel (Retired) Warrick recalled the contract's previous value at \$25,000.00, noting the increase to \$40,000.00 and an additional \$5,000.00 reported in the Treasurer's Report.
- Colonel (Retired) Silva clarified that the contract includes 8 lunches and events, each costing \$5,000.00, with one event already conducted.
- Colonel (Retired) Warrick sought confirmation on the expectation of 8 events from the \$40,000.00 contract.
- Colonel (Retired) Courtney added that any additional services by Sease-Gerig typically result in a request for extra funds, although Colonel (Retired) Silva noted no such requests in the past 5 years.
- Colonel (Retired) Townsend inquired if the \$40,000.00 is an annual contract, which Mrs. Teller confirmed.
- Mr. Thompson provided historical context, stating that additional services previously provided by Sease-Gerig were discontinued 4 years ago, limiting the contract to cover only the luncheons.

Contract Renewal Vote:

- Colonel (Retired) Courtney motioned to renew the contract.
- Colonel (Retired) Townsend seconded the motion which was carried..

6. MR. JAMES MAHERN WILL PROVIDE UPDATES ON CURRENT CONSTRUCTION PROJECTS AND DESIGN FOR FISCAL YEARS 2023 AND 2024.

Design and Construction Projects Update

Design Projects Overview:

- Mr. Mahern presented a list of design projects, noting the omission of the construction list in the packet.
- **Highlighted projects include:**
 - Columbus Facility: New rigger facility at 34% design, bidding expected this summer.
 - Bloomington: At 63% design, construction bids anticipated this summer.

Board Members' Discussion:

- Mr. Brady: Acknowledged the extensive ongoing projects.
- Mr. Mahern: Credited the funding from Colonel (Retired) Silva and the support of Mrs. Carrico's team.
- Colonel (Retired) Warrick: Inquired about federal team involvement.
- Mr. Mahern: Clarified the joint effort with Mr. Brady and the state's role in final payment approvals.
- Mr. Brady: Confirmed no recent federal contracts through Colonel Pertell's office.
- Retired (Colonel) Silva & Mrs. Teller: Noted that Camp Atterbury's contracting is predominantly managed at this point.

Specific Project Inquiries:

- Brigadier General Grundman: Questioned about the Stout Field pedestrian study.
- Mr. Mahern: Explained the pedestrian study's purpose for evaluating parking, pedestrian flow, and potential boulevard improvements.
- Brigadier General (Retired) Kiefer: Discussed the responsibility and funding of projects on federally owned properties like Kessler and Lawrence armories.

Vendor Selection and Construction Updates:

- Brigadier General (Retired) Kiefer: Raised concerns about vendor preferences and responsibilities.
- Mahern: Described the vendor selection process and clarified the state's oversight responsibilities.
- Mrs. Teller: Provided details on the financial thresholds for project approvals.

Construction Progress:

- Mr. Mahern & Mr. Brady: Reported on the construction status of Hamilton County and Martinsville projects.
- Brigadier General (Retired) Kiefer: Expressed satisfaction with the Danville project and sought updates on the design aesthetics for Martinsville.

Commissioning of Hamilton Readiness Center:

- Major General Grundman: Inquired about the commissioning process.
- Mr. Mahern: Detailed the oversight role of the A&E firm during construction.

7. MR. JAMES MAHERN WILL BRIEF AND ASK FOR ACTION ON A TEMPORARY CONSTRUCTION EASEMENT AND PERMANENT UTILITY EASEMENT APPROVAL FOR SAB PRESIDENT SIGNATURE FOR JASPER, INDIANA TO ACCOMMODATE NEW STORM WATER, GAS, AND WATER LINES ASSOCIATED WITH NEW CITY POOL ADJACENT TO THE ARMORY, BEGINNING CONSTRUCTION THIS SPRING.

Easement Approval for City of Jasper Pool Project

Overview:

- The City of Jasper is extending their pool located on the southern end of the property.
- A permanent easement is requested for utility consolidation on their property, affecting approximately three parking spaces.
- A temporary easement is also requested for the duration of the construction.

Board Discussion:

- Colonel (Retired) Courtney moved to approve the easement.
- Colonel (Retired) Warrick seconded the motion and inquired about the city's long-term intentions regarding the armory's ownership.
- Brigadier General Mann confirmed ongoing negotiations and the city's interest in converting the facility into a regional wellness center.
- Mr. Mahern emphasized the importance of granting the easement due to the significant investment in the pool project by the city.

Concerns Addressed:

- Colonel (Retired) Warrick questioned potential damage to asphalt from the temporary easement.

- Mr. Mahern assured that any damage would be repaired to its initial condition or improved, as per the easement agreement.

Actions Taken:

- The board agreed to vote on both the permanent and temporary easements.
- Colonel (Retired) Courtney motioned to approve both easements.
- Colonel (Retired) Warrick seconded both motions which were carried.

8. MR. JAMES MAHERN WILL REQUEST \$6,000.00 TO COVER COST OF PLAQUE AND FINE PRINT COSTS LISTED AND APPROVAL FOR LAYOUT FOR SHELBYVILLE READINESS CENTER ADDITION AND ALTERATION PROJECT.

Correction of Names and Project Approval

Spelling Corrections:

- Brigadier General (Retired) Kiefer noted a misspelling of his name.
- Mr. Mahern acknowledged the error and agreed to make the correction.

Motion for Project Approval:

- Colonel (Retired) Townsend moved to approve the project, contingent on the correct spelling of Brigadier General (Retired) Kiefer's surname.
- Colonel (Retired) Courtney seconded the motion, which was carried.

Additional Information:

- Mr. Mahern clarified that the new plaque would be installed at the main entrance of the armory, alongside the existing plaque, in keeping with tradition.

9. MR. JAMES MAHERN WILL PROVIDE A SHORT BRIEFING ON STATE FACILITIES

Armory Disposal Plan and Property Updates

Linton Armory:

- The keys to the Linton armory were turned over to the county attorney on April 1st.
- The property is no longer owned as of two days prior to the meeting.

Marion Property:

- The city is conducting a phase 1 environmental study for due diligence, expected to complete between April 15 – May 3, 2024.

- Discussions with the city will continue regarding deed and title work post-study completion.

Federal and State Funding:

- The historic nature of the building requires maintenance by law, funded by both state and federal money until it is removed from the FISB.

Disposal Process:

- There are two paths for armory disposal: the state armory board statutory process and the IDOA's statutory process, which includes a BRAC-like pecking order.

Community Impact and Considerations:

- Concerns were raised about the potential community impact and reputational risks associated with the disposal of armories.
- The importance of maintaining properties until disposal to avoid reputational damage was discussed.

Specific Armory Updates:

- Shelbyville FMS: Preparations for divestment are underway, with outreach to city officials planned.
- North Vernon: An unsolicited offer to acquire the property was received, but the recommendation is to retain the property for now.

Miscellaneous:

- Personal property, including plaques, has been removed from the Linton armory.

10. MR. JASON BRADY WILL PROVIDE A SHORT BRIEFING ON CONSTRUCTION AND FACILITIES MANAGEMENT OFFICE ACTIVITIES AND WILL PROVIDE AN UPDATE ON CAPITAL INVESTMENT STRATEGY / MODERNIZATION PLAN WHICH WILL INCLUDE ACQUISITION INFORMATION.

Armory Modernization Plan Discussion

Long-Term Strategy:

- The armory modernization plan extends to about 2040, approximately 16 years into the future.
- The plan is reviewed every 18 months and is subject to updates based on force structure changes, recruiting demographics, and building conditions.

Facility Assessment:

- Facilities management and custodians are responsible for the ongoing assessment of armory conditions.
- An annual installation status report evaluates each armory against the Army's standards.
- Immediate concerns and maintenance issues are reported directly to Mr. Mahern.

Funding and Modernization Schedule:

- The intent is to modernize two armories each year, contingent on funding availability.
- Current designs for Bloomington and Columbus are underway, with LaPorte and Vincennes scheduled for the next fiscal year.
- Funding requests are made biennially, with state matches often required for property projects.

Potential Armory Replacements:

- Lebanon armory is identified as a priority for replacement due to landlock and environmental concerns.
- Scottsburg or North Vernon are also considered for future projects.

Cost Estimation and Engineering:

- Costs for new construction and renovations are estimated biennially, with a 7% economic factor added per year.
- Value engineering and alternate bid items are used to manage project budgets effectively.

Current Projects:

- The Shelbyville armory is nearing completion, with a ribbon-cutting scheduled for June 7th.
- There is potential for additional funding to complete a section that was previously reduced in scope.

Property Disposal:

- Noblesville armory was disposed of in 2016 through a land swap agreement.

Legal Matters:

- Pertaining to the Shelbyville Armory, a confidential settlement agreement was reached regarding an issue with air conditioning, without admission of liability from the contractor.

11. LIEUTENANT COLONEL CHRIS JOHANNINGSMEIER WILL PROVIDE A SHORT BRIEFING ON THE CYBER ACADEMY.

Lieutenant Colonel Johanningsmeier was not in attendance; therefore, there was no briefing on the Cyber Academy.

12. MS. HEATHER SALINAS, MS. CONNIE SELLERS, AND MR. PAUL KOEHL WILL REQUEST FUNDING IN THE AMOUNT OF \$1,320.00 FOR TWELVE MONTHS (ROUGHLY \$110.00 PER MONTH) FOR A MORE ROBUST EMAIL SYSTEM TO COMMUNICATE WITH ALUMNI/RETIREES.

Alumni-Retiree Program Communication Update

Introduction:

- Ms. Salinas was appointed to lead the alumni-retiree programs, aiming to revitalize communication with alumni.

Communication Challenges:

- The current gov delivery system presented limitations in reaching the growing list of alumni effectively.
- There was a need to target specific demographics among retirees for certain programs.

Proposed Solution:

- A switch to Constant Contact was proposed to improve efficiency and effectiveness.
- The service cost approximately \$110.00 per month, totaling an annual budget of around \$1,320.00.

Budget Discussion:

- Brigadier General (Retired) Kiefer inquired if the budget was \$1,320.00 or \$1,500.00.
- Ms. Sellers confirmed \$1,320.00 but suggested a cap of \$1,500.00 to cover potential overages.

Importance of Communication:

- Colonel (Retired) Warrick emphasized the importance of the initiative.
- Brigadier General (Retired) Kiefer reflected on the shift from in-person conferences to digital communication channels for engaging retirees.

Motion and Support:

- Brigadier General (Retired) Kiefer motioned for approval of up to \$1,500.00 for the new email system.

- Colonel (Retired) Courtney seconded the motion.

Future Planning:

- Colonel (Retired) Townsend asked about plans for another alumni event.
- Ms. Salinas confirmed an event was being planned, with a date set, and anticipated future discussions for support.

13. BRIGADIER GENERAL (RETIRED) WILLIAM “BILL” HENRY WILL REQUEST FUNDS OF APPROXIMATELY \$850.00 TO SUPPORT THE RED LEG ALUMNI CONFERENCE TO BE HELD AT THE UMBARGER CONFERENCE CENTER IN SEPTEMBER

NGAI Conference and Alumni Initiative Discussion (Past Tense)

Funding Motion:

- Colonel (Retired) Warrick, speaking on behalf of General Henry, emphasized the importance of the alumni association and moved to allocate funds for its support.
- Brigadier General (Retired) Kiefer suggested increasing the funding to \$1,000.00.
- Colonel (Retired) Warrick agreed and formally moved to accept the increased amount.
- Colonel (Retired) Townsend seconded the motion and carried.

Previous Board Approvals:

- Colonel (Retired) Silva recalled a previous board approval of a \$5,000.00 limit for annual events.
- Mr. Thompson confirmed this, noting it served as a financial placeholder and could be reported post-event.

Concerns and Clarifications:

- Brigadier General Grundman questioned Mr. Thompson about any legal issues with the NGAI booth, which Jason denied, citing only a lack of detailed information in the request.
- Brigadier Grundman acknowledged a miscommunication that led to the omission of the booth request from the agenda.

Alumni Booth Proposal:

- Ms. Salinas introduced a proposal for a \$5,000.00 booth at the NGAI conference to promote the alumni program.
- The booth aimed to increase visibility and engagement among alumni and retirees.

Contractual Process:

- Mr. Thompson outlined the process, suggesting that contractual matters be handled through Mrs. Teller and Mrs. Carrico's authority.
- Mr. Thompson clarified that the board's approval was not required due to the 48-hour requirement, and the matter could be tracked through contractual authority and reported to the board afterward.

14. PUBLIC COMMENTS

There were no persons other than Board Members and staff at the meeting

Public Access:

- Brigadier General (Retired) Kiefer questioned the public's awareness and invitation to the State Armory Board meetings.
- Brigadier General Grundman clarified that while not advertised, meeting agendas were posted on the door and minutes were published on the website.
- Brigadier General (Retired) Kiefer acknowledged that interested individuals could find information on the website.

Legal Compliance:

- Mr. Thompson stated that the board met the minimum legal standard for publication, allowing for public attendance if desired.
- Colonel (Retired) Courtney recalled only one instance of public comment since 2012.

Board Visibility:

- Brigadier General (Retired) Kiefer discussed the general lack of public understanding about the National Guard and the Army, highlighting the board's named status and statutory visibility.
- Mr. Thompson noted the benefits of the board's relative anonymity.

Conclusion:

- The board has maintained a placeholder for public comments and ensured legal compliance with publication standards, while recognizing the advantages of not being widely publicized.

15. REMARKS BY THE ADJUTANT GENERAL.

Absentee:

- Major General Lyles, the Adjutant General, was unable to attend the meeting.
- Brigadier General Michael Grundman – Director, State Operations, presented the Adjutant General’s brief in Major General Lyles’ absence.

National Guard Deployment to Southwest Border

Deployment Details:

- Brigadier General Grundman reported that 50 soldiers were sent to the southwest border under the direction of the governor.
- The troops were stationed there, performing static security and roving patrols.
- They operated under the Texas Military Department’s wide-scale border operation, particularly in the El Paso area.

Operational Costs:

- The deployment was estimated to cost the state \$7.1 million in pay and allowances.
- The soldiers departed between April 1st and 2nd, traveling by rented convoy.

State Participation:

- Brigadier General Grundman indicated that an estimated 28 to 36 states were involved in the border operation, though exact numbers were unclear due to political factors.

Financial Reimbursement:

- Colonel (Retired) Warrick inquired about reimbursement from Texas.
- Brigadier General Grundman clarified that there was no reimbursement; the cost was fully borne by Indiana.

Policy Implications:

- Brigadier General (Retired) Kiefer suggested that there was a broader policy and legal debate regarding the impact of border security on all states, implying that every state was now effectively a border state due to these operations.

17) DATE AND TIME OF NEXT MEETING.

There being nothing further to discuss, the next meeting of the State Armory Board was determined to take place on Wednesday, July 17, 2024 at 10 o'clock in the Adjutant General's Conference Room. Motion to adjourn the meeting was made by Brigadier General (Retired) Kiefer, seconded by Colonel (Retired) Courtney and carried at 11:14 A.M., Wednesday April 3, 2024.

_____ *Michael A. Kiefer* _____

BRIGADIER GENERAL MICHAEL A. KIEFER, INNG (RET)
PRESIDENT, INDIANA STATE ARMORY BOARD

_____ *R. Dale Lyles* _____

MAJOR GENERAL R. DALE LYLES, INNG
THE ADJUTANT GENERAL, SECRETARY-TREASURER