

# Illinois Council of Code Administrators

## BOARD MEETING MINUTES

Tuesday, May 19, 2020 – 10:00 a.m.

Virtual via Webex.

1. President Engebretson called the meeting to order at 10:07 am.
2. Attendees present and by phone: Jeff Stehman, Kathryn Gruber (IPOC), Chad Truran (CEOSI), Dale Engebretson (SBOC), Chris Richmond, Jeff Albertson (Fox Valley), Sanyokta Kapur (NWBOCA), Greg Thorpe (ILLOWA) (CEOSI), Rhonda Klecz (IACE), Tim Schmitz (ICC), Archana Sakhuja (SBOC) and Margaret Vaughn.

Member Organization Delegate (QUORUM )

3. A motion was made by President Engebretson to approve the minutes from the March meeting. It was seconded by Chad Truran.
4. Jeff Albertson submitted a Treasurer's report:
  - a) As of March 1, the beginning balance was \$8,779.15. There was a deposit from IPIA for 2020 annual fees in the amount of \$ 1,350.
  - b) There was payment made for Margaret V's second quarter fee in the amount of \$2,250.
  - c) The ending balance as of April 30<sup>th</sup> is \$7,879.15.
  - d) Two deposits came in the first week of May that will be included in the next Treasurer's report.
  - e) President Engebretson requested to mark Region IV as a separate line item in the Treasurer's report.
  - f) Report was approved with no opposition.
5. Jeff Albertson mentioned that Thompson Elevator is the only new Associate member who has signed up. President Engebretson mentioned that ICCA needs to reach out to additional entities to request them to join as Associate Members.
6. ICCA Legislative update from Margaret Vaughn:
  - a) General Assembly is coming back in session this week. They are following social distancing guidelines and all legislators had to be COVID tested.

- b) A limited agenda was circulated such as COVID response, state budget, hospital assessment program, any laws that would be sunset, amendments, e.t.c.
- c) In April, Workers Comp Commission had come out with emergency rules that allowed essential workers to go after their employer if they contracted COVID, unless employers can prove otherwise. This was challenged in court and there is currently a restraining order on this. The Workers Comp Commission has now withdrawn the rule. This is currently discussion to limiting this rule to healthcare workers, first responders e.t.c. only.
- d) Fire Damper bill – A conference call was made with Sheet Metal Association and lobbyists and the agreement is finalized, but currently on hold.
- e) Regarding the State Building code, Capital Development Board has had problems previously with their website. However, they now have the under 'Business with CDP' an Illinois Codes link that connects to State Building Code information. They have several amendments and rules listed related to State Fire Marshal, Energy Code e.t.c. Margaret has requested ICCA board to review this information and suggest a list of all relevant statewide building codes such as plumbing code, Life Safety Code, e.t.c that will be beneficial to include here.
- f) Elevator commission –A request is being considered by Office of State Fire Marshal to extend the time for Elevator agreement by a year as they are close to expiring.

7. Tim Schmitz presented ICC report:

- i. ICC Annual General meeting in St. Louis has been cancelled due to precautions related to COVID and budget cuts projected for various city building departments.
- ii. ICC has announced furloughs and budget cuts.
- iii. Renewal of certifications deadlines have been extended to September 1. Deadlines for annual chapter fees have also been extended.
- iv. ICC training and continued education is available through virtual live on demand sessions and webinars.
- v. We are currently in the middle of Building Safety Month. Tim S requested a copy of any proclamations from communities who have signed up for Building Safety month so that he can update the system and communities can get information on related events through weekly press releases.
- vi. 2021 ICC codes are expected to go live in Fall, 2020.

- vii. Testing for 2012 certifications are expected to be gradually dropped and rendered unavailable within a reasonable time frame after 2021 codes are announced.
- viii. For communities that have passed Ordinances that delete the use of sprinklers, ICCA has no options or guidelines available to go below the minimum code requirement for sprinkler installation.

8. Jeff Stehman – Associate Membership information:

- i. All the main companies/groups previously listed have received letters from ICCA requesting them to join in.
- ii. Jeff S requested ICCA board members to forward their contacts if they have any communication with the potential Associate Member firms.
- iii. Jeff S will forward a draft copy of the letters sent out and the list of potential Associate Member firms to the Board for review and advice.

9. ISO committee report–No report.

10. Plumbing committee– No report.

11. IEMA – Meeting was scheduled but got cancelled.

12. Critical infrastructure meeting also got cancelled.

13. Technology Committee report:

- a) Sanyokta Kapur requested to have an offline conversation with Greg Thorpe regarding website updates and information.
- b) It was mentioned that ICCA is a chapter of chapters, so we are limited in terms of membership.
- c) The goal to expand new membership is to gather more Associate membership through marketing on our social media account and website, based on membership advantages and highlights listed in the letter sent out by Jeff Stehman.
- d) President Engebretson mentioned that any marketing should be focused on ICCA objectives and goals and limited to only those who are closely related to the construction industry.
- e) President Engebretson mentioned that there should be a tab on our website listing Honorary Membership.
- f) Agenda for upcoming meetings shall be posted on our website for the benefit of all members planning to attend the meeting.
- g) It is important to get updated contacts from each member chapter. Technology committee will look into having an online registration form

that makes it mandatory to list contact information prior to submitting the registration application.

- h) Job postings on the website and ICCA gmail account information shall be discussed in a secondary meeting.

14. Memo was sent out by Past President to request the following changes to ICCA bylaws:
  - a) Create an Executive Board position of Immediate Past President to assist the current President and Vice President.
  - b) Include third party inspection agencies for Associate Membership position but clearly define the parameters on who can be included to clarify the difference between service and testing agencies vs suppliers.
  - c) Anyone in the Executive Board of Directors shall be required to be a (full time) public sector employee and not a contractor.
15. Bylaws shall also include language to continue the ICCA board position to the end of their term if the current board member is no longer employed by their primary employer/community.
16. President Engebretson requested to change language in the bylaws to replace the word 'chairman' with 'chairperson'.
17. Procedures and changes made by different communities due to COVID were discussed in an open discussion.
18. The next virtual ICCA meeting is scheduled for Thursday, July 9.
19. Everyone thanked Tim S for hosting the Webex meeting.
20. A motion was made by Jeff Albertson and seconded by Kathryn Gruber to adjourn the meeting at 11:22 a.m.