

Illinois Council of Code Administrators

BOARD MEETING MINUTES

Tuesday, July 21, 2020 – 10:00 a.m.

Virtual via Webex.

1. President Engebretson called the meeting to order at 10:05 am.
2. Attendees present and by phone: Jeff Stehman, Kathryn Gruber (IPOC), Chad Truran (CEOSI), Dale Engebretson (SBOC), Margaret Vaughn, Jeff Albertson (Fox Valley), Sanyokta Kapur (NWBOCA), Rhonda Klecz (IACE), Tim Schmitz (ICC), Herman Beneke (Fox Valley), Gerry Teinstra (IPIA), Jerry Maicach (SSBOA), Jose Zavala (SSBOA) Jim Smith (AWC), Kelvin Beene (IACE) Keith Steiskal (SBOC) and Margaret Vaughn.

Member Organization Delegate

(QUORUM)

3. A motion was made by Jeff Albertson to approve the meeting minutes from the May 19 meeting. It was second by Kathryn Gruber.
4. Jeff Albertson submitted a Treasurer report:
 - a) The beginning balance as of May 1st was \$7,879.15.
 - b) Payments were received from SSBOA and NWBOCA in the amount of \$ 2,160.00
 - c) The ending balance as of June 30th is \$10,039.15.
 - d) Budget continues to be a concern. We have enough to last till the end of the year. President Engebretson requested the Treasurer come up with a projected shortfall for discussion in the next meeting.
 - e) A motion was made by Kathryn and second by Herman B to approve the report. Report was approved with no opposition.
 - f) IPOC has not paid ICCA dues as they have not had an annual meeting as yet.
5. Jeff Stehman – Executive Director Report:
 - a) We are not getting much response to the Associate Membership letters requesting more entities to join ICCA. A second round of letters will be sent out.

- b) Rich Piccolo from B & F Construction Code Services mentioned that he would prefer to have voting rights prior to joining in as an Associate Member.
 - c) Margaret Vaughn mentioned it might be good to allow it. Email correspondence to request Associate Members to join in is preferred as most people are working remotely. Associate members should get acknowledgement/ exposure and advertisement on the ICCA website.
 - d) Sanyo Kapur came across hesitation from entities to join ICCA due to budget constraints in the current pandemic scenario.
 - e) It was mentioned that if voting rights are granted, there will not be much difference between full and Associate Membership other than employment in a government organization and becoming an Executive board member. There are concerns about enabling voting rights as these organizations are currently competing with ICCA member positions in their current capacity.
 - f) The board has to weigh in on all scenarios and possibly explore altering the by-laws to limit Associate Membership as part of Executive Board.
 - g) Combining all Associate Members as one entity with one common vote will probably not be acceptable. Currently each Chapter has one vote.
 - h) It was suggested to have multiple tiers of Associate Membership with a higher fee for voting Associate Members. Current fee is \$ 350.00
 - i) Jim Smith mentioned that he can reach out to the organizations he is currently a member of to get an idea of how they handle Associate Members and the specific language in their by-laws.
 - j) It was decided to postpone voting on the by-law changes till there is more clarity and everyone has had a chance to provide input.
 - k) There was discussion in a previous meeting that due to online meetings the requirement that any amendments to the by-laws can only be proposed by end of first quarter be waived. It was approved by the board.
(Refer item 14 and 15)
 - l) IPIA should be contacted as they seem to have missed a few meetings. Gerry Teinstra will be contacted regarding this.
6. There was discussion regarding the archaic State law requiring municipal Electrical commissions. Dale E requested consideration to alter the State law language from 'shall' to 'may' to alleviate the concerns regarding mandatory restrictions within the law. Margaret Vaughn will review the statute in detail and further board conversation shall ensue.

7. ICCA Legislative update from Margaret Vaughn:
 - a) Margaret has been in touch with the accountant and annual reports were filed with the Secretary of State. The next step is to file with IRS. The financial report for year 2019, year to date 2020 as well as data on current officials is requested.
 - b) Legislature held a special session on May 20th. Items discussed were COVID, State Budget, Hospital Assessment, any laws that would be sunset, general election and constitutional amendment.
 - c) Workers comp commission had passed emergency rules earlier in April that essential workers who have been diagnosed with COVID such as building department personnel were to be compensated by their employers as it was assumed that they contracted COVID on the job. The rule is now withdrawn and if employers can prove that appropriate PPE and precaution was provided, then they are not liable.
 - d) There is no movement on Elevator commission position status.
 - e) She sent out an email compiling a list of statewide building and construction codes to request CDB to post on their website pursuant to PA-100-0711. The codes so far are: Elevator Safety - OSFM, Energy - CDB, Life Safety - OSFM, Health Life/ Safety Code -ISBE, Plumbing - IDPH. The following were suggested by ICCA members- State of Illinois Accessibility Code -CDB, Building Code for areas that have not adopted one-CDB, Public Swimming Pool Code-IDPH.
8. Tim Schmitz presented ICC report:
 - a) ICC virtual training meeting is being offered on July 23rd on how to get funding due to COIVD related budget shortfalls.
9. ISO committee report-No report.
10. Plumbing committee- No report.
11. IEMA - There was great progress made and the goal is to get under the umbrella of IPWM to assist communities during disaster for damage assessment.
12. ITTF had a follow up meeting regarding budget.
13. Technology Committee report:
 - a) An email blast will be sent out to ICCA contacts advertising the availability of Associate Membership positions. Dale E has been copied to the verbiage highlighting the membership advantages for approval prior to sending the email out.

- b) Instead of Honorary Members list, a list of Past Presidents shall be displayed on the website.
- c) Jeff Alberston has been requested to forward a copy of the annual membership forms to Sanyo to update the 2020 delegate and Chapter Presidents list.

14. Some of the attendees left the online meeting as they could not participate due to the fact that their microphone was muted. For further meetings, all attendees will be requested to self-mute and everyone will have a chance to participate equally.

15. Due to the fact that regrettably Jerry Maciach and Gerry T were unable to comment during the meeting, please note comments expressed via follow up email from Jerry Maciach:

I did have comments regarding the by-laws. First, I believe we can vote to amend the by-laws not in the 1st quarter with 2/3 approval vote because of the pandemic, but I don't see a strong enough case that we could not delay the adoption couldn't wait until next year. Also, the by-laws have to get to the chapters at least 30 days before prior to the meeting of the vote for their review.

As for the associate members, Gerry and I both think the associate member should have voting rights. We could allow them only one delegate. But to ensure the chapters have more authority than the associate members, the chapters should get two votes. One for each delegate. This might encourage more associate members to join and the chapters won't feel like they might lose control to private interests.

16. Discussion regarding the inclusion and advantages offered to Associate Members to encourage them to join ICCA will be held in the next meeting. All members are requested to come up with ideas.

17. It was discussed that during proposed changes to the by-laws, limitation of Associate members to the Executive board shall be considered.

18. The next virtual ICCA meeting is scheduled for September 15.

19. A motion was made by Jeff Albertson and second by Herman B to adjourn the meeting at 11:35 a.m.