**I**llinois **C**ouncil of **C**ode **A**dministrators

# UNIFIED TO PROVIDE

A SAFER BUILT ENVIRONMENT

## PRESIDENT JEFF STEHMAN

**City of O’Fallon**

### VICE PRESIDENT - JEFF ALBERTSON SECRETARY - DAN WESTERGAARD

**City of Batavia Retired Code Official**

**TREASURER - TOM PAHNKE SGT. AT ARMS - LONNIE SPIRES**

**Retired Code Official City of Park Ridge**

**ICCA BOARD MEETING MINUTES for March 14, 2014**

Friday March 14, 2014 10:00 a.m.

Location: Bobak’s Signature Events and Conference Ctr.

# 6440 Double Eagle Drive

# Woodridge, IL 60512

1. Meeting called to Order to by President Jeff Stehman at 10:05 AM
2. Roll Call by Secretary Dan Westergaard

Officers Present: Jeff Stehman, Jeff Albertson, Dan Westergaard, Lonnie Spires and Tom Pahnke

1. Member Organizations - Delegates Present:

CEOSI - Jeff Stehman

FVFBIA - Jeff Albertson

IACE - Laura Rouse-DeVore

IPIA - Gerald Tienstra, Gary Howard

IPOC - Bob Coombs

ILLOWA – Tom Lupinski, Greg Thorpe

NWBOCA – William Regner, Tom Jacobs

SSBOA – Lonnie Spires, Tom Pahnke

SBOC - Dan Westergaard, Keith Steiskal, Rob Wierzba, Don Fredericks,

Dan Buonamici

**Quorum** was present with 5 Officers and 9 delegates representing

9 member organizations.

**Others in attendance**: Bob Neale, ICC representative

1. Approval of Minutes for January 9, 2014

Motion to approve minutes as printed by Tom Jacobs and seconded by Bob Coombs. Motion approved unanimously. Secretary Dan Westergaard will forward the approved minutes to Lonnie Spires to post on the ICCA Web site

1. President Report-Jeff Stehman stated that he has no report, but the key things to be addressed are all included as part of the agenda.
2. Vice-President Report-No report
3. Secretary Report-Lonnie Spires and I will continue to provide information to all the members through the ICCA web site as soon as we receive it. The organizations are keeping me informed as to changes in delegate and president information so I can update files ASAP.
4. a) Treasurer Report-Tom Pahnke provide a Treasurer’s Report from November 2013 to February 2014 with a current balance of $2,489.34. He noted that the check issued to SBOC for $125.00 for half the cost of March meeting room is still outstanding. Rob Wierzba President of SBOC stated that if the check was not cashed within two weeks that ICCA should keep the funds in their account.

Annual dues to be sent out next month by Tom. Dan will make revisions to the master President and Delegates List based on today’s changes and get them to the Board next week.

b) Discussion of Audit- Jeff Stehman stated that in one month from now we need to have audit of the ICCA account. Gerald Tienstra said that he will check on an auditor and get back to Jeff.

1. Illinois Legislative Update and Discussion Items
   1. IML News – no update
   2. Inspector Licensing-Jeff Stehman stated that this is not a concern since this only affects Home Inspectors.
   3. Municipalities as Plumbing inspectors-Gerald Tienstra and Gary Howard stated that that retired inspectors cannot perform plumbing inspections.

There is a smaller and smaller pool of plumbing inspectors to choose from. SBOC is working with lobbyist Margaret Vaughn to make some changes to the wording in HB 4267 so it does not affect building departments.

1. ICC Updates and information-Bob Neale

+ ICC is up to 57,000 members

+ ICC Building Safety Month-provide your community with activities

+ICC has a call out for volunteers to serves on Committees-apply by June 4

+NFPA LS101- senator Herman has a few bills that the technical staff at the

State Fire Marshall’s office is working on.

NFPA is not mentioned in the code, except for reference to NFPA 5000 as a

basis for LS code changes.

+ The 2016 ICC Annual Business meeting will be in Kansas City.

Jeff Stehman suggested that a sub-committee be formed to monitor the Fire Marshall’s proposed legislation.

Gary Howard and Keith Steiskal both volunteered to be on that committee.

It then was suggested to be a Legislative committee and Jeff will follow up on setting up this committee.

1. Committee Reports   
    a) ISO Committee- Jeff Albertson will get up to speed on the ISO issues and

set up meeting with them as well as have a report on the status before May

meeting.  
 b) Lobbyist Committee – J. Stehman, K. Steiskal

Jeff stated that the committee has been reviewing the 4 RFP’s that were submitted for the lobbyist, but no final recommendation has been reached. There was a lot of discussion about the lobbyist candidates’ related to costs and their other known clients. The consensus came down to consider Margaret Vaughn and Tom Blanlet as candidates to consider with adding several caveats in the contract language to address member concerns

The lengthy discussion led to a decision that Jeff Stehman would sent up on March 27th at 3PM a conference call for all Lobbyist Committee members to work out the final contract language and decide on which lobbyist will receive a contract. The Committee will then bring back the final signed contract to the May meeting for approval by members.

The discussion also led to method of payment for the lobbyist would be based on the number of members in each organization. It was decided that each organization would e-mail to Dan Westergaard by Tuesday March 25 their total municipal memberships in their organization.

1. Old Business
   1. **Update on Radon Task Force** – J. Albertson stated that radon law took effect June of 2013 and references Appendix F of the 2012 IRC for guidelines and enforcement with some minor amendments from the state.

There has been no task force committee since last June and this should be removed from the agenda.

* 1. **Update of IEMA**- **Facility Assessment Support Team (FAST)** Alliance (formerly Emergency Response Advisory team) – J. Stehman

Jeff stated that there has been no meeting since June. He has called for updates from Lisa Madigan and no recent response.

Jeff Stehman recommends that Scott Wolf from IPOC be the new representative and Jeff will notify Lisa.

* 1. **ICCA By-Laws –Draft Revision** D. Westergaard/J. Albertson

Dan stated that two copies of Final Draft document of proposed ICCA By-laws was e-mailed out to all member organizations seven(7) weeks ago and no revisions or changes have been received ,so these drafts are final.

I would recommend a motion be made to accept this final draft which will then be officially voted on at the ICCA Annual meeting in May, 2014.

The Motion was made by Lonnie Spires to approve this final draft. The motion was seconded by Gerald Tienstra and was unanimously approved.

Therefore it moves to the May meeting for final vote by the membership.

* 1. **Update Illinois Terrorism Task Force** – T. Pahnke has requested to be off the task force and Gerald Tienstra has volunteered to be on the task force.

Jeff Stehman will coordinate this change with the taskforce committee

e) **Web page and ICCA e-mail** – L. Spires

Lonnie is working on a new look and some changes have been made to the ICCA web site which is admin@ ICCA-10.org.

Send any info to ICCA that you want to be put on the ICCA e-mail which is sent to all ICCA membership organizations. Future e-mails will be sent as blind copy to prevent potential misuse of our contact lists by vendors or companies.

f) Joint Training April 2nd with IPOC on International Fire Code.

Jeff Stehman stated that we have 27 registered and room for a lot more.

g) **Update Washington Tornado**-

1. Volunteers use the e-mailed info that has been sent out by ICCA and the City of Washington.

2. Chapter donations that we know about include IPOC at $2000; SBOC at

$2000; CEO at $1000 and others that may have contributed both time and money.

3. Set up state wide volunteer network that maybe could be coordinated

through ICC.

1. New Business
   1. Fundraising ideas – raffle similar to State of New Jersey Code Officials – J. Stehman will work on similar idea.
   2. **Next Meeting**, meeting dates and locations

**+ May 8, 2014 Thursday- ICCA Annual meeting**

Location to be determined and then e-mailed to all organizations.

**Future meetings:**

**+ July-** Springfield

**+ September-** Bloomington

**+ November-** Homer Glen

* 1. Open forum and discussion:

+Jeff Stehman recommended that we send out meeting notices to other groups such as the architects to get them out to our meetings.

1. Adjournment: Motion to adjourn by Gerald Tienstra and Seconded by Jeff Albertson.

Motion passed unanimously meeting adjourned at 1:52 PM.

Respectfully submitted,

Dan Westergaard

ICCA Secretary