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

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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 May 8, 2014**

# Thursday May 8, 2014 10:00 a.m.

Location: Wm. G. Stratton Building,

401 S. Spring St. 3rd Floor, Springfield IL 60510

Capitol Development Board, Room E

1. Meeting called to Order to by President Jeff Stehman at 10:02 AM
2. Roll Call by Secretary Dan Westergaard

Officers Present: Jeff Stehman, Jeff Albertson, Dan Westergaard, Lonnie Spires and Tom Pahnke (via phone)

Member Organizations - Delegates Present:

CEOSI - Jeff Stehman

FVFBIA - Jeff Albertson

IACE - Laura Rouse-DeVore (via Phone)

IPIA - Gerald Tienstra, Gary Howard

IPOC - Bob Coombs

ILLOWA – Greg Thorpe

NWBOCA –

SSBOA – Lonnie Spires, Joe Baber, Tom Pahnke (via Phone)

SBOC - Dan Westergaard, Rob Wierzba (via Phone)

**Quorum** was present with 5 Officers and 12 delegates representing

8 member organizations.

1. Approval of Minutes for March 14, 2014

Motion to approve minutes as printed by Greg Thorpe and seconded by Jeff Albertson. 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.
4. a) Treasurer Report-Tom Pahnke provide a Treasurer’s Report from November 2013 to February 2014 with a current balance of $2,873.56. $2,120.00 was deposited from the IFC conference and withdrew $1,735.78 for food bill for the same educational conference.

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. Municipalities as Plumbing contractors-Gerald Tienstra and Gary Howard stated that that inspectors cannot perform plumbing contractors doing the municipalities work.
2. ICC Updates and information-Bob Neale not present

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.

IML in session

Jeff Stehman provided email regarding ICCA to have member on task force for Home Construction/ Home Repair Contractors task force.

Jeff Stehman asked for volunteer for the Task Force on Fire Prevention and Fire Safety Education. In response to the introduction of IL SJR 70 letter received by Bob Neale.

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 June meeting. Greg Thorpe was asked to help Jeff Albertson  
    b) Lobbyist Committee – J. Stehman, K. Steiskal

Jeff Stehman opened conversation with the conversation with a current proposed contract and modifications related to the conflict of interest wording in the contract. The Lobbyist committee recommended Margaret Vaughn as the selected lobbyist. Contract date was immediate and ending December 31, 2014. Contracts to be January to December calendar year.

Motion to hire Margret Vaughn by Lonnie Spires, Seconded by Bob Coombs. Motion passed.

IACE given 60 days to determine to commit to lobbyist pay. IACE would have two meetings during this time period.

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 pay $30.00 per municipal memberships in their organization.

1. Old Business
   1. **Election of Officers** – Vote of new officers were as followed:

**Secretary** – Lonnie Spires

**Sergeant of Arms** – Keith Steiskel

Nominations closed by Jeff Stehman. Approved unanimously

* 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

Motion was made by Gerald Tienstra to approve this final draft of the Final Draft document of the ICCA By-. The motion was seconded by Greg Thorpe and was unanimously approved.

* 1. **Update Illinois Terrorism Task Force** – Gerald Tienstra

Jeff Stehman will coordinate this change with the taskforce committee. Tom Pahnke to try and find contact.

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.

g) **Update Washington Tornado**-

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

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

through ICC.

f) **Update Legistlative Committee**

Members of the committee

1. President Jeff Stehman

2. Gerry Howard

3. Keith Steiskal

1. New Business
   1. **Next Meeting**, meeting dates and locations

**+ July, 2014 Thursday**

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

1. Adjournment: Motion to adjourn by Bob Coombs and Seconded by Gerald Tienstra

Motion passed unanimously meeting adjourned at 11:46am.

Respectfully submitted,

Dan Westergaard / Lonnie Spires

ICCA Secretary