**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 November 14, 2013**

# 

# Thursday November 14, 2013 10:00 a.m.

Location: Homer Glen City Hall, 14915 S. Founders Crossing (14900 S. Bell Rd.) Homer Glen, IL 60491

1. Meeting called to Order to by president Jeff Stehman at 10:11 AM
2. Roll Call by Secretary Dan Westergaard:

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

Officers absent: Jeff Albertson

1. Member Organizations - Delegates Present:

CEOSI - Jeff Stehman

FVFBIA -

IACE -

IPIA - Gerald Tienstra, Gary Howard

IPOC - Bob Coombs

ILLOWA – Bruce Crowe (via conference call)

NWBOCA –

SSBOA – Lonnie Spires, Tom Pahnke, Joe Baber, Scott Chance

SBOC - Dan Westergaard, Keith Steiskal (via conference call)

**Quorum** was present with 4 Officers and 9 delegates representing

6 member organizations.

Others in attendance: none

1. Approval of Minutes for September 12, 2013

Motion to approve minutes as printed by Gerald Tienstra 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-Main item is to review lobbyist candidates and get out letters.
2. Vice-President Report-No report
3. Secretary Report-I am forwarding information to all the members through ICCA web site as soon as I receive it. The organizations are keeping me informed as to changes in delegate and president information so I can update files asap.
4. Treasurer Report
   1. Account Summary-Tom Pahnke submitted September-October report

Ending balance is $2,489.34 as of 10/31/2013

**Note**; The check sent to SBOC for $125 has not been cashed so the bank shows a balance of $2,616.34. Keith Steiskal, SBOC president said he would check with his treasurer and resolve this matter.

**-Tom Pahnke** informed us officially that he has retired from the Village of Manhattan since they are now outsourcing all building department work to B and F technical consultants.

-Tom stated that he would resign as ICCA treasurer, since he no longer works for a municipality.

Motion to approve the Treasurer’s report as printed by Gerry Tienstra and second by Gary Howard. Motion was approved unanimously.

Gerry Tienstra recommended that Tom Pahnke stay on as retired official with approval of ICCA board and from SSBOA to have him remain as their delegate. Tom agreed to remain as treasurer if things could be worked out as stated and he will pursue them with SSBOA. Recommendation was made that the By-Laws be changed to allow for retired code official to serve as a board member.

1. Illinois Legislative Update and Discussion Items
   1. IML News – Plumbing Code-Gerald Tienstra reported that the proposed code is in its second reading and adoption may be this spring.
   2. Energy Code-We all need current information as to what is going on related to the enforcement and additional training. Joe Baber stated that Will County and Joliet have received notices that the state will audit them for energy compliance.
   3. IML Conference-J. Stehman Jeff stated that he attended the IML Conference and the Director of CEO, Bruce Selway and Jeff Stehman were on an energy discussion panel. There is supposed to be another meeting on energy and we need to get that information out to everyone as soon as it is available.
2. ICC Updates and information-Bob Neale He was at another conference and no update
3. Committee Reports   
    a) ISO Committee – J. Albertson, B. Crowe Bruce will be setting up meeting

with ISO representative Ralph Dario.  
 b) Lobbyist Committee – J. Stehman, K. Steiskal

Jeff stated that committee has 7 possible lobbyist candidates and the next task is get the RFP out to them, Jeff will work with Keith Steiskal to get this out in the next two weeks in order to review the proposals at the next meeting.

1. Old Business
   1. Update on Radon Task Force – J. Albertson- No report.
   2. Update of IEMA- **Facility Assessment Support Team (FAST)** Alliance (formerly Emergency Response Advisory team) – J. Stehman

Jeff stated that at the August meeting the committee made changes based on the Missouri ordinance, but no recent meeting.

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

Final Draft document changes will be out to the executive Board in couple of week and available at next meeting for comments and review with the final vote at the May meeting.

* 1. Illinois Terrorism Task Force – T. Pahnke -No update
  2. NEXT Steps regarding OSFM to Adopt 2012 NFPA 101 - J. Stehman

Jeff Stehman stated that ICCA should propose/request legislation to limit the direct power of the State Fire Marshall to adopt codes or ordinances without consensus of stake holders including code organizations.

Jeff Stehman has reached out to the Illinois Fire Inspectors association to re-join as ICCA member.

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

Lonnie is working on a new look and update for the ICCA web site. He is also working on Municipal Fee and will forward to membership when it is completed.

1. New Business
   1. Proposed slate of ICCA Board of Directors as sent to members 2 weeks ago

+ Additional nominees from the floor

+Election of 2014 ICCA Board of Directors will take place at the

January 9, 2014 meeting with the newly elected Board will take office immediately.

* 1. ILLINOIS TERRORISM TASK FORCE-**open member position**- J. Stehman

+ T. Pahnke will no longer serve since he has retired.

* 1. Illinois Emergency Management Agency- **open member position** for

Facility Assessment Support Team (FAST) Alliance (formerly Emergency Response Advisory team)

+ T. Pahnke will no longer serve since he has retired

These two positions require an ICCA Chapter member active as an employee of a municipality.

**Jeff Stehman** will e-mail ICCA members requesting volunteers or nominations to serve on both of these committees as noted in b) and c) with a two week response time. Gerry Tienstra volunteered to be on the Illinois Terrorism Task Force.

* 1. Fundraising ideas – raffle similar to State of New Jersey Code Officials – J. Stehman
  2. Joint training to use free ICCA training day.
  3. **Next Meeting**, meeting dates and locations

**+ January 9, 2014** in Bloomington

**+ March 14, 2014** at SBOC Training Institute in Woodridge

**+ May**- Peoria

**+ July-** Springfield

**+ September-** Bloomington

**+ November-** Homer Glen

* 1. Open forum and discussion

1. Adjournment: Motion to adjourn by Lonnie Spires and Second by Gary Howard

Motion passed meeting adjourned at 12: 24 PM.

Respectfully submitted,

Dan Westergaard

ICCA Secretary