



Illinois Public Works Mutual Aid Network
Wednesday, Aug. 19, 2015 10:00 a.m.
ILEAS Training

**1701 E. Main St.
Champaign, IL**

Board Room

To participate via conference call:

Dial:	1-619-326-2730
Access Code:	652763
PIN:	3290

Present:

Barb Stiehl, Urbana Public Works, Urbana, IL
Keith Padgett, Champaign Twp. Road District, Secretary
Don Wenzel, City of Rolling Meadows, President
Ed Andrews, City of Washington, Region 7
Nancy Crossman, ILEAS, Admin. Support
Dennis Schmidt, City of Champaign, Treasurer
Vince Kilcullen, Village of Algonquin Region 3
Vydas Juskelis, Village of Villa Park Region 4

Present by Phone:

Betty Harrison, Lake Zurich, Past President
Ed Markison, McHenry Co. Vice President
Dan Davis, Winnebago Co. Region 2
Steve Miller, City of Effingham, Region 9
Ryan Buckingham, Franklin Co. Region 11
Toby Rinehart, City of Flora, Region 9
Mark Doerfler, Wauponsee Twp. Commissioner

Call to Order

The meeting was called to order by President Don Wenzel at 10:10 a.m.

A. Roll Call/Introductions

Roll was called. A quorum was not present. Mark Doerfler, Highway Commissioner from Wauponsee introduced himself. Mark stated that he is a new IPWMAN member and that he would like to get involved with IPWMAN.

B. Approval of Minutes (3 sets)

With no quorum, the minutes of the past 3 Board meetings were not approved.

C. Report of Officers

1. President's Report

a. Conference/Speakers/Vendors/Agenda/Displays/Save the Date

We need to start working on the upcoming conference. Don Wenzel suggested that they have their Board meeting and business meeting over dinner and have a reception that evening and just have a one day conference. Don is open to any and all input. Barb Stiehl state that we are already committed to the 1st day, but will check. Don stated that FirstNet would like to attend and make a presentation. The AWPA Chicago Metro

was presenting in Northern IL, which Don thought would be good ideas for our conference. Don stated that we should do sessions on our responses and lessons learned. Vydas suggested reaching out to IDOT to get their perspective on lessons learned and interaction with IPWMAN with regards to responses to disasters. **Vendors and Displays:** Ed Andrews talked with an equipment vendor regarding waste management and the mobile Caterpillar dealership, which would be the lead point with Caterpillar Corporation. Don stated that he would like to get MABAS to bring one or two of their trailers, just to show what they can offer. Barb stated that FirstNet wanted to attend as a vendor. It was suggested to reach out to the cell phone carriers. Operation Blessing, who handles all of the volunteers was another suggestion.

b. IPWMAN/IPSI Scholarships (2016)

Don Wenzel stated that he thought IPWMAN voted last year to offer 3 scholarships to IPSI. Barb Stiehl recalls not offering IPSI scholarships because they are not an emergency management program. Dennis Schmidt stated that his recollection was that it was brought up at the annual meeting and a decision was that IPWMAN would not offer scholarships. Don suggested that this be added to the October agenda for discussion.

c. Review Responses

Rochelle, Coal City, Lincolnwood, Marseilles and Quincy.

d. Vacant Regional Director Positions

Regions 2, 7 and 9 are up for election this year (3 year terms). President, Vice President, Treasurer and Secretary positions are up as well this year. There is a vacancy in Region 6 and Keith Watson will be stepping down in Region 4. Keith was also the chairman of the Operations Committee, so that seat will be vacant when Keith steps down. We will need to be doing some recruitment. Don was looking for someone to step up for the Technology Committee. IPWMAN needs to get the website moving. Ryan Buckingham has the name of a company that Don would like to check with along with a couple of others. If you are interested in chairing that committee, please let Don Wenzel know.

2. Treasurer's Report (attached)

a. Dennis Schmidt summarized the budget. The Treasurer's report reflects the expenditures through the end of June of 2015. Revenue is a little more than \$41,000 for the year. We had budgeted for \$42,500, so we are in excellent shape. We should exceed our projected revenue figures. Expenditures are a little less than \$3,600 for the first 6 months of the year. We budgeted for 4,200 for the year. A lot of you expenditures occur in the second half of the year. Fiscally IPWMAN is in sound shape.

b. Expenditures for laptops and printers

Grant money from ITTF is still available to purchase laptops and printers.

3. Secretary's Report

Keith Padgett stated that IPWMAN currently has a total of 241 members.

D. Regional Directors Reports

- a. **Region 2** – Nothing to report
- b. **Region 3** – Vince still has all the daily sheets from Coal City and will double check the after action report to make sure he has everybody that was there on the sheet.
- c. **Region 6** – Barb reported that Tom Casson does the SIRC office and whenever there is a call to open up the office Tom is the one that man's the IPWMAN seat in the State emergency operations center. Barb also stated that Tim Zarn agreed to be the 3rd backup for the state emergency response center. Whenever the state opens up the EOC, IPWMAN has people who can respond.
- d. **Region 7** – Our response to Quincy – Washington dispatched 2 trucks. One truck broke down, but was able to get it repaired to bring home. Marseilles put out a call for flood pumps, which Region 7 had a high capacity pump ready to go if they needed it.
- e. **Region 8** – Nothing to report
- f. **Region 9** – Nothing to report
- g. **Region 11** – Nothing to report

H. Report of Standing Committees

1. Operations Committee

a. What is working or not working

For duty officers, if you think you need a lead person or a 'boots on the ground' type of person either appoint one from people who are responding or request one to be activated.

b. Any Proposed Changes

2. Management Committee

a. Update on changing the by-laws to allow for attendance of board via teleconference.

Barb Stiehl stated that she has had some correspondence with ILEAS legal counsel about whether or not we can use telephone call in's for establishing a quorum. ITTF has video conferencing that they allow, but is not sure how IPWMAN could incorporate that. If IPWMAN has places that they can go and have access to video conferencing we can try to do that, but would have to change the bylaws. Don is asking that everyone try to make it to the Conference so that these issues that need to be voted on can get resolved.

3. Membership Committee

- a. Watseka is in the pipeline.

4. Future Conference

- a. Will get through this year's conference before we decided what to do.

5. Finance Committee

a. Woodford Co.

Dennis received an email from Woodford Co. stating that they did not think it was worthwhile to be a part of IPWMAN any longer. Ed Andrews, Region 6 will reach out to the County Engineer, from whom the email was received.

b. Dues Management

11 agencies still owe dues for 2015. Dennis will pursue contact with the remaining communities and try to get payment.

6. Training Committee

a. Transportation & Security Conference 9/21 – 9/24/15

Coming up

b. Other Training Opportunities

Up in the Northern part of the state there was a notice about a social media training opportunity for the first 40 people. First come first served.

I. Other Business

a. RFP's for executive Director

Don Wenzel would like to move forward on sending out RFP's for an Executive Director and Chris Isbell had originally volunteered to work on this, but a committee will need to be established to review the RFP's and bring a recommendation to the board and would like to have this done prior to the conference so that IPWMAN can introduce the person at the conference. The timeline is to have the RFP's to Chris by 9-15-15. Dennis Schmidt agreed to serve on the committee.

b. Save the Date

Is on the Website

c. Go live with Registration

As soon as an agenda is drafted, registration will go live. We will try to get this on the website by September 1st.

d. Giveaway ideas

Don suggested purchasing safety vests with IPWMAN printed on the back. Another suggestion is travel mugs with IPWMAN printed on them. Please let Don know if you come up with an idea for a giveaway.

e. Shirts for Board Members

Don would like to have shirts ordered for Board members. Barb will check on this.

J. Adjournment

Motioned made by Dennis Schmidt to adjourn the meeting and seconded by Keith Padgett. The meeting adjourned at 11:25 a.m.

The next Board meeting will be held in Bloomington at the annual Conference on October 28, 2015.