



Illinois Public Works Mutual Aid Network

August 18, 2016 @ 10:00 a.m.

ILEAS

1701 E. Main St.

Urbana, Illinois IL, 61802

To participate via conference call:

Dial: 1-712-832-8320

Access Code: 652763

PIN: 3290

BOARD OF DIRECTORS MEETING

Present:

Don Wenzel, City of Rolling Meadows, President
 Mark Doerfler, Wauponsee Township, Region 3, Secretary
 Tom Casson, Menard County, Region 6
 Vince Kilcullen, Village of Algonquin, Region 3
 Barb Stiehl, City of Urbana
 Nancy Crossman, ILEAS Administrative Assistant
 Ed Markison, McHenry County, Region 3, Vice President
 Joe Cronin, City of Lockport, Region 3
 Dennis Schmidt, City of Champaign, Region 7

Present by Phone:

Marcy Leach, City of Rockford, Region 2
 Vydas Juskelis, Village of Villa Park, Region 4
 Sean Henry, City of Carbondale, Region 11
 Betty Harrison, Lake Zurich, Past President

A. Call to Order

The meeting was called to order by President Don Wenzel at 10:05 a.m.

B. Roll Call/Introductions

Roll was called. A quorum was not present

C. Approval of Minutes

No approval of minutes due to no quorum present.

D. Report of Officers

1. President's Report

i. NIPSTA Meeting Update

NIPSTA wants to expand their Public Works training. NIPSTA has appointed someone to work strictly with Public Works. Don has been in contact with TEEEX and IDOT and IPWMAN will have a good working relationship with NIPSTA. Don Wenzel has offered IPWMAN to help promote anything on our website and they will promote things on their website as well.

ii. Website – Update, Costs and Training, Update missing contact information

Mark Doerfler has been working closely with the website developer. Mark stated that out of 269 members, only a handful of those members do not have an email address. IPWMAN board members need to reach out to the members in their region and find out if they have an email address and encourage them to get one if they don't have one. The email address will be your user name when you log onto the website. Barb Stiehl suggested giving those members without an email address some cost free options when setting up an email address through Gmail or something similar.

iii. Purchase of Promotional Items.

A decision has not been made at this time on what promotional items IPWMAN will be giving away at the conference, however IPWMAN has purchased 4000 windows stickers for the members. The stickers will be distributed at the conference.

iv. Status of Moving the MEOC

The paperwork is in place. Working on a date to get the MEOC transferred from up north to the City of Washington. Don stated that IPWMAN would be bringing it to the conference to have on display.

2. Treasurer's Report

Mark Doerfler read the treasurers report, as Howard Killian could not attend the Board meeting. Mark stated that our account is in good position, with new memberships continuing to come in.

3. Secretary's Report

- i. New Membership Additions** – 269 members to date with 1 new incomplete membership.

E. Report of Standing Committees

a. Operations Committee (Keith Watson)

Keith sent out requests for the duty officer schedule of whose available for the next quarter. Don Wenzel stated that he would like to see the list of duty officers expand. If you know of any member that would like to participate, please reach out to them.

I. Redraft of Illinois Emergency Operations Plan – Ed Andrews

Ed stated that IPWMAN will be dropping in IPWMAN's charter as a reference into the annexes. Nothing major to report.

Don stated that he attended the ITTF meeting last month. ITTF has asked people to give their input as to what ITTF should be focusing on. Funding has dried up substantially for ITTF.

- b. Management Committee - (Marty Whitrock)** Don stated that there are some bylaw changes that the Board has proposed. Don asked Marty Whitrock to get the changes put together so that they can be voted on at the annual meeting. The changes are: 1. Changing the regions to still having 2 directors per region but the region would only have 1 vote, 2. The quarterly reimbursement for meeting attendance for Board members that attend the Board meetings in person, their organization would receive a \$25 credit on their membership for the coming year. 3. Waive the conference registration fees for sitting Board members. Room fees would not be waived.

c. Membership Committee

See Secretary's report

- d. Finance Committee - (Howard Killian)** See notes above under Treasurer's report.

e. Training Committee - (Don Wenzel)

See President's report

f. Nominating Committee –

I. Which positions are up for elections

Region 4 and Region 11 are up for elections this year.

ii. Solicit members for elections

Don Wenzel asked Marcy Leach, Region 2 City of Rockford if she was aware of anybody in Region 2 that might be interested in representing Region 2. Marcy stated that she would be working on this.

F. Other Business

a. Executive Director Position

Don Wenzel invited Sarah Harbaugh to this Board meeting as an interested party for the Executive Assistants position. Sarah gave a brief overview on her background. Those Board members that were in attendance and those who teleconferenced in had the chance to ask Sarah questions regarding the duties of the Executive assistant.

b. IPWMAN/ILEAS Admin Contract for 2016

Will have to have further discussion on this.

c. IPWMAN October Conference Discussion

i. See attached Documents

The dates for the conference this year are the 11th and 12th of October at the Double Tree in Bloomington, IL. Mark was looking for guidance on looking at the cost of the conference to IPWMAN membership. Don stated that IPWMAN should keep the cost low and get the attendance up. After a lengthy discussion, Don motioned to make the conference free to the membership and charge nonmembers a \$25 fee to attend the conference. Since there was not quorum, this could not be voted on.

d. Committee Chairs and co-Chair Discussion/Assignments

e. Computer User Policy

f. Committee Chairs and co-Chairs Discussion/Assignments

G. Adjournment

Meeting adjourned at 12:08 p.m.