



Illinois Public Works Mutual Aid Network

February 19, 2014 @ 10:00 a.m.

Village of Bolingbrook

Fire Station #4

1111 West Boughton Road

Bolingbrook, Illinois 60440

To participate via conference call:

Dial: 1-619-326-2730

Access Code: 652763

PIN: 3290

BOARD OF DIRECTORS MEETING

Present: Dennis Schmidt, City of Champaign, Treasurer
Keith Watson, Village of Bartlett, Region 4 Board member
Barb Stiehl, City of Urbana
Betty Harrison, Lake Zurich, Past President
Tony Torres, Village of Bolingbrook, President
Don Wenzel, City of Rolling Meadows Region 4
Vydas Juskelis, Village of Villa Park, Region 4
Larry Lux, Lux Advisors, LTD
Roger Lauder, Illinois EPA

Present by Phone: Nancy Crossman, ILEAS, Admin. Support
Ed Markison, McHenry County Region 3
Bob Scott, City of Danville Region 7
Tom Casson, Menard County Region 6

A. Call to Order

The meeting was called to order by President Tony Torres at 10:04 a.m.

B. Roll Call/Introductions

Roll was called. A quorum was present

C. Approval of Minutes

The motion to approve both sets of minutes with one correction for the clarity of who won the presidential award being Tony Torres instead of Gary Holm was made by Keith Watson and seconded by Betty Harrison. The motion was approved by voice vote.

D. Report of Officers

1. President's Report

a. Board of Directors Vacancies

Tony Torres reported that two emails were received regarding the two vacancies on the Board. Ed Andrews, City Engineer of the City of Washington (Region 7) was recommended by Washington Public Works Director Bill Bimrose and Mr. Andrews would accept pending Board approval.

Keith Watson moved to approve the nomination of Mr. Andrews as a new Board member.

Vydas Juskelis seconded the motion.

The motion was approved by voice vote.

Don Wenzel thought that Mr. Andrews would be a benefit to the organization and a good fit for the organization.

Dan Bowman, Engineer Manager of the City of O'Fallon (Region 8) was recommended as a candidate for the second Board opening.

Keith Watson moved to approve the election of Dan Bowman as a new Board member.

Dennis Schmidt seconded the motion.

The motion was approved by voice vote. Barb Stiehl stated that she would let Keith Padgett know about getting name badges for the new members.

b. Private Agency Membership

Tony Torres stated that while attending some of the conferences he received questions from private businesses as to how they could get involved and become members of IPWMAN to provide standard or larger pieces of equipment. He suggested thinking about whether they could provide equipment at no cost if needed or if there would be a rental fee that they would be issuing when they supplied those pieces of equipment. Vydas asked what specifically prevented them from joining now. Barb stated that these were large Corporations and IPWMAN couldn't dispatch them. Keith Watson stated that they could contact their local County Emergency Management Agencies and work with them to become an asset. There would have to be preapproved, preexisting contracts before they could respond. If asked in the future, make sure that they are registered with that agency or that they are on their contact list because IPWMAN cannot deploy them as assets of IPWMAN.

Barb Stiehl stated that IPWMAN had not fully developed its AD HOC members (associate members) membership yet. She said that the original intent was to make memberships available for retired public works people.

c. Administrative Support for Impacted Members

Don Wenzel reported that the City of Washington requested assistance with their debris management plan because of time constraints and since the gentleman who was tasked with the job had only been at his current position for four months. The City of Washington representative had requested through Vydas Juskelis any administrative assistance that could be given. Vydas then reached out to Don Wenzel, who helped them set up a plan. It was mentioned that IEMA

has a crisis management team that would be able to help with all of the paperwork. It was also mentioned that debris management only counted for the first couple of weeks of cleanup and that any time after that, could no longer count as an emergency. Barb Stiehl asked if this is something that the duty officers should be made aware of. Keith Watson stated that IPWAMAN needed to start getting IEMA to do training for IPWAMAN members. Don Wenzel stated that IPWAMAN needed to start promoting personnel and equipment availability. He stated that IPWAMAN members had specialized equipment that could be beneficial to police and fire.

d. Adding Links to IPWAMAN website (JULIE, IPSI, IEMA, FEMA, ITTF)

Don Wenzel recommended putting links on the IPWAMAN website. These links would be important to have on the website, especially when looking for training in your area. If there are other links that need to be put on our website please let us know.

e. Updating Website

Keith Padgett is going to schedule a meeting with ILEAS to discuss website upgrades to make it user friendly for our members. If anybody can think of any other items regarding this and what is needed and what should be on the website let Tony Torres know.

2. Treasurer's Report (attached)

Dennis Schmidt gave a brief overview of the Treasurer's Report with total revenue being right at \$49,000, Expenditures right around \$21,200 and the end of the year balance at \$67,000 as of December 2013.

Keith Watson moved to approve the Treasurer's Report.

Betty Harrison seconded the motion

The motion was approved by voice vote.

Dennis gave an informational report on the 2013 annual Conference, stating that attendance was not at the level that they had expected. Total revenue was right at \$3,000 and expenses were around \$9,900. The last item on the treasurer's report was to change the registered agent from Barb Stiehl to Dennis Schmidt.

Don Wenzel moved to approve the change of registered agent from Barb to Dennis

Vydas Juskelis seconded the motion

The motion was approved by voice vote.

Now that the upcoming conference date has been set, we need to publicize the date, send out email blasts and encourage vendor participation. Don Wenzel recommended that the conference needed to be publicized with the date sent out through email blasts and that vendor participation

should be encouraged. Don Wenzel asked if the Board had any suggestions as to what direction to go with a keynote speaker. He suggested possibly getting the Public Works Director from Joplin. He recommended getting someone who would draw people to the conference. He suggested contacting those who were impacted by disasters within the state, like Washington and Diamond and ask them give their testimonials as to what they experienced.

3. **Secretary's Report**

a. **Annual Meeting Calendar (attached)**

Dennis Schmidt moved to approve the Annual Meeting Calendar with one change made to the date of the May Board of Directors Meeting from Wednesday May 8, 2014 to Thursday May 8, 2014.

Don Wenzel seconded the motion

The motion was approved by voice vote.

Tony Torres said that the Illinois Chapter of the APWA would be having their conference at the same time. He said that they have given IPWMAN free use of a conference room and a free booth to display.

E. **Report of Standing Committees**

1. **Operations Committee**

Keith Watson reported that he was duty officer in Diamond on the call out for assistance and that the response went fairly well. Don Wenzel stated that he thought there should be a coordinator to interface with the town receiving aid when responding to a call out.

2. **Management Committee** – Nothing to report

3. **Membership Committee**

a. **Other Conferences (TOI, APWA, IML, Others)** Barb Stiehl recommended IPWMAN consider attending conferences that would reach potential members. Per Barb, IPWMAN should be over 200 in membership sometime in the very near future.

4. **Finance Committee**

Dennis Schmidt reported that he was working on getting the audit taken care of.

5. **Training Committee**

Don Wenzel reported earlier on Public Works training that was posted on the IESMA website, and continued to look at what else is available.

a. **ITTF Leadership Training (February 26 and 27)**

Champaign – Tony will be participating in OPs 1 and Don will be participating in OPs 2, which would be held at IFSI.

b. **Annual Conference (October 29 and 30)** – Save the date and start getting the word out.

F. **Nominating Committee**

Barb Stiehl gave the results of the election, which are in the minutes. She reported that this October Regions 3, 6, and 8 will be up for election.

G. **Other Business**

Don Wenzel proposed an idea of maybe getting shirts or jackets for the Board Members with the IPWMAN logo. Don Wenzel stated that that was something they would consider.

He mentioned that it might be worthwhile to give members an ID number as identification when deployed as a resource.

H. **Adjournment**

Motion made by Keith Watson to adjourn the meeting

Motion to adjourn was seconded Betty Harrison

The motion to adjourn was approved by the members present.

The meeting adjourned at 12:07 p.m.

The next meeting will be held on Thursday May 8, 2014 in Peoria, IL.