



Board of Directors Meeting
August 11, 2022 at 10:00 a.m.
Double Tree Hotel & Convention
Center – Ironwood Room
Bloomington, IL 61702-3157
and Virtual ZOOM Meeting

Board of Directors Meeting Minutes

A. Call to Order – 10:03am

B. Roll Call/Introductions

In Person: Ed Markison, McHenry County, Past President
Elias Koutas, Village of Palatine, President
Mark Runyon, Village of Oswego, Vice President
Mark Doerfler, Wauponsee Township, Secretary
Graham Strebler, Village of Rolling Meadows, Region 4
Chris Cougill, Newcomb Township, Region 7
Robert Hancock, City of Troy, Region 8
Colleen Martoccio, Technology Committee

Zoom Aaron Howe, Village of Hoffman Estates, Treasurer
Kelly Kerr, Village of Hoffman Estates, Region 4
Clifford Frye, Christian County Highway Department, Region 6
Gary Holm, City of Batavia, Region 6
Dave Clark, City of Champaign, Region 7
Jeremy Heuerman, City of Effingham, Region 9
Barb Stiehl, City of Urbana, Region 11
Brandon Tanner, Johnson County, Region 11
Jeff Ruth, Social Media Committee

C. Approval of Minutes

- a. Board of Directors Meeting – Thursday, May 5, 2022 (*discussion/vote*)

Motion was made by Graham Strebler to approve the minutes of the Thursday, May 5, 2022, Board of Directors Meeting.

Ed Markison seconded the motion.

Voice vote was taken. Motion passed unanimously.

D. Report of Officers

- a. President's Report

- i. Google Drive Presentation by Tom Egizio with Sharp Innovations –

Tom explained the difference between Google Drive and Google Shared Drive.

IPWMAN just has Google Drive. Everyone in IPWMAN has an individual drive with

their own storage space which allows you to upload files and share them with everyone. Sarah will most likely be the main person to upload files and share with everyone. Ideally you will use your IPWMAN email to access the drive. You can use an alternate email. Go to drive.google.com to log into your IPWMAN google drive. You will use your IPWMAN email to log in. There is a “Getting Started” pdf on how the drive works. View Tom’s presentation at <https://youtu.be/gZ31QudOiIU>

- ii. IPEMA (Illinois Professional Emergency Manager Association) Presentation by Mike Belmonte – Joe Jones stepped in for Mike Belmonte.

IPEMA and Illinois Emergency Services Management Association (IESMA) are two different things. IPEMA has to do with things in the field vs IESMA has more to do with professional standards. You do not need to be a member of IPEMA to be on the state incident management team. The Incident Management Team Committee is looking for someone from IPWMAN to be part of the credentialing process for people that can be deployed. Discussion ensued among the board members. No one volunteered to be the IPWMAN representative on the State Incident Management Team. We will tell IPEMA yes, we will provide an IPWMAN representative but we don’t know who yet. Barb will take care of that correspondence. In the interim Barb will have all correspondence funnel through her.

- iii. IPWMAN Outreach Opportunity - Township Officials of Illinois Directory – Advertisement – An ad was placed in the directory.
- iv. Elias requested help to encourage more participation in IPWMAN. Please reach out to your peers/colleagues in your organization to participate.
- v. Elias swore in Chris Cougill from Newcomb Township to replace Roger Cruse as a Region 7 Director.

b. Vice President Report

- i. Emergency Responses from IPWMAN – In June there was storm damage with 5 activations: Carpentersville (flooding), Roselle, Riverside, Brookfield and Streamwood had wind damage. There was an activation recently for Freeport for some large pumps. Mark Runyon is trying to get some representation from these entities to present a round table discussion at the conference.

c. Treasurer’s Report

- i. Budget – Aaron is working on this.

- ii. Dues – There has been some discussion about this. Aaron said IPWMAN needs to look at our revenue sources because our expenses keep growing.

d. Secretary's Report

- i. New Membership – There have been five new members that joined since our last meeting: Village of Itasca, Worth Township, Dundee Township, Virgil Township and the Village of Metamora.
- ii. Relationships with:
 - 1. Verizon – They were going to attend and present at our conference, but they are not able to travel at this time so maybe next year.
 - 2. Illinois CMS – Federal and State Surplus – We were granted access to the Illinois Surplus Equipment, but we have not been given access to the Federal equipment. Our 501c(3) status and because we are not a government agency is why we are not eligible for the federal equipment. We can review the available assets and decide what types of assets are practical for our organization.
- iii. Radio Distribution List
 - 1. Starcom Radio Drills – All radios have been distributed except one that Vince has that needs to get to Ed Markison. Mark D. suggested setting up a monthly radio check. Starting next year Mark suggested, the Duty Officers handle the radio check by requesting a radio channel from IEMA then contact all the people with radios and have them tune in to the specific channel that IEMA provided and test the radio. One of the batteries for Gary Holm's radio doesn't work. What is the procedure to get that fixed? Mark D. asked people to contact him, and he will contact the appropriate parties to get it fixed. Mark D. is working on a document that shows which button does what.
- iv. SEOC – Because Cliff Frye has stepped down as a Regional Director we need to find a new representative for the EOC.

E. Report of Standing Committees

- a. Operations Committee – Chris Drey – Not present
- b. Management Committee – Kelly Kerr – Nothing to present.
- c. Membership Committee – OPEN Barb and Cliff attended the Township Officials of Illinois conference in Peoria. They got a lot of positive feedback and interest. The Township Officials of Illinois would like us to attend their conference in November. The state would like us to

attend the IESMA Summit. Brandon and Barb are looking for a venue in Region 11 to encourage people to join and/or attend the conference in October. They are shooting for a September date.

- d. Finance Committee – Aaron Howe – Nothing to present
- e. Training Committee – Graham Strebler is the new Chair. Congratulations!
 - i. Operation Power Play – Happening in April 2023. IPWMAN will not be a lead but we will support member agencies that want to participate. Will County would like to have a six community storm event. Each community will have their own activation. We will then have some “helpers” call providing assets. Mark suggested this would be a good training opportunity for new duty officers.
- f. Social Media Committee – Jeff Ruth – Facebook and Twitter interactions have been up in the past couple of weeks. Please send information to Jeff to post.
- g. Technology Committee – Colleen Martoccio
 - i. Laptop computer issues/future – We have 14 laptops (missing 1). Out of those 6 of them are running Windows 7 which is no longer supported making the laptops not worthwhile and they need to be properly disposed of. Currently for the conference we have 5 working machines. Colleen has a couple more machines that have Windows 10 but they don't have any office products on them. Colleen asked how many computers do we need? The one Aaron has is running Windows 7 and he doesn't know the password. Aaron said we don't have room in the budget for new machines. Do we need them for once a year at the conference? A Toughbook will cost anywhere from \$2400-\$10,000. Colleen said that McHenry County can spare 2 machines for the conference. It doesn't make sense to buy new ones when we can rent computers for the conference. Elias can use his computer with the Owl.
- h. Nominating Committee – Barb Stiehl/OPEN – Two regions are up for election. Graham and Kelly in Region 4, and Jeremy with Region 11 will continue on as Directors. Maybe we can find someone in Region 11 to take Barb's place.
- i. Trailer Committee – Vince Kilcullen – Mark Doerfler reported.
 - MEOC Maintenance(discussion/vote) – Delivered to Oswego. Mark Doerfler has reviewed the contents. One tire needs to be replaced. Mark suggested we replace all 4 tires and get a rim and use one of the old tires for a spare. Mark D. got an estimate of \$700 for new tires, spare rim with tire and jack. The MEOC 2018-2019 needs a new

roof sealing. It was last done in 2018-2019. Mark has a company that will do a complete inspection of the MEOC and miscellaneous maintenance which will cost \$1765.27. The inspection may uncover other repairs that need to be addressed. Mark is requesting \$2500 for this initial maintenance and tires. Once the repairs are made the MEOC will then be moved to Germantown Hills for storage.

Motion was made by Gary Holms to approve a \$2500 expenditure to get the MEOC repaired. Aaron Howe seconded the motion.

Voice vote was taken. Motion passed unanimously.

- j. Marketing Committee – Barb Stiehl – IPWMAN has attended a few conferences and we have purchased some miscellaneous marketing materials for our exhibits.
- k. Conference Committee – Mark Doerfler – We have some new vendors attending. We have a large number already registered. 77 member tickets, 10 exhibitors, 2 gold sponsors, 9 of 21 speakers are registered. Working to fill 2 holes in the Emergency Management track, 1 hole in the ITTF track, and 2 holes in the fleet track.

F. Old Business

- a. Website Refresh - Koutas & Doerfler – Sharp Innovation is looking at our website and sending us some refresh options. We will share with the group when they come through.
- a. Regional IEMA Director Meetings – All – Nothing to report

G. New Business

- b. HB5538 Prevailing Wages – A bill that might impact IPWMAN responses. Barb reported that this legislation says if employees from one agency go to another agency to help/work the you need to pay them the prevailing wage for that area. This may have some of our agencies not want to send assistance because it may cost them more than intended. TOIRMA said they were going to lobby against it. The bill was introduced in January 2022.
- c. The IPWMAN store is up and running.

H. Next Meeting Date and Location

- d. Next Board of Directors Meeting Tuesday, October 25, 2022 @ 9:00 a.m. at the Double Tree Hotel & Convention Center Bloomington, Il 61702-3157

I. Adjournment –

Motion was made by Mark Doerfler to adjourn the meeting at 12:18. Graham Strebler seconded the motion.

Voice vote was taken. Motion passed unanimously.

August 11, 2022, Meeting Minutes

BOARD PRESIDENT APPROVAL

Signature & Date _____

BOARD SECRETARY APPROVAL

Signature & Date _____