

## **BOARD OF DIRECTORS**

### **Meeting Minutes**

***Wednesday, December 13, 2017***

***Westbrook Corporate Center Conference Room***

***9:30 a.m.***

#### **I. CALL TO ORDER**

Chair Gargano called the meeting to order at 9:30 a.m. Ely called the roll and a quorum was declared.

#### **II. PRESENTATION OF INNOVATION AWARD TO HANOVER PARK**

Ely presented the award to the Hanover Park Fire Department on their SMARTER Study. A presentation was given by Chief Craig Haigh and Dr. Denise Smith, Director, First Responder Health & Safety Laboratory of Skidmore College regarding the Department's participation in a national research project targeted at studying seen and unseen health implications that firefighters encounter to improve equipment and reduce line-of-duty injuries and deaths.

#### **III. RECOGNITION OF OUTGOING IRMA LEADERS**

Ely commented she appreciates our members participating on the committees and recognized Kathleen Gargano, Outgoing Chair; Jessica Frances, Outgoing Chair of the Administration & Finance Committee.

Also recognized were the following:

##### Administration & Finance Committee

Darrell Langlois (Village of Hinsdale) 2014 – 2017

Doug Haywood (Village of Mundelein) 2014 - 2017

##### Coverage, Claims & Litigation Committee

Sharon Peterson (City of Countryside) 2014 – 2017

Carol LeBeau (City of West Chicago) 2014 – 2017

##### Membership Relations Committee

Colleen Nigg (Village of Barrington) 2014 – 2017

Eric Ertmoed (Village of Lisle) 2016 – 2017

Jake Rife (Village of Cary) 2016 – 2017

##### Training & Education Committee

Jennifer Clough (Village of Lake in the Hills) 2015 – 2017

Brendan McLaughlin (Village of LaGrange Park) PWSC Liaison – 2017

Tim Cassidy (Village of Northbrook) FCSC Liaison – 2017

Brian Budds (Village of Western Springs) PCSC Liaison – 2017

**IV. CONSENT AGENDA**

Gargano mentioned the items were listed below and can be found in the member section of the IRMA website. A voice vote was not needed.

**V. EXECUTIVE DIRECTOR/STAFF REPORT**

Update on Ad Hoc Committee: Exposure Base

Ely commented that the committee will be looking at the exposure base and that everyone is welcome to come to all of the meetings. We will keep you updated as the committee meets.

**VI. CHAIR'S REPORT**

**A. Changes in IRMA Delegates/Alternates**

Gargano welcomed the following new Delegates/Alternates:

Jake Rife, Delegate – Cary  
Courtney Sage, Alternate – Cary  
Russ Wajda, Delegate – Hillside  
Joe Pisano, Alternate – Hillside  
Maureen Potempa, Alternate – Clarendon Hills  
Zach Creer, Delegate – LaGrange  
Andrianna Peterson, Alternate - LaGrange

**B. NOMINATING COMMITTEE REPORT – SLATE OF CANDIDATES FOR 2018 OFFICERS**

Irvin commented he was thankful for everyone who has volunteered to serve and put in the time and thanked Clark for helping him put this together. A motion was made by Irvin and seconded by Wachtel to elect the candidates for 2018. The motion carried.

**VII. ACTION ITEMS**

Gargano mentioned there are a lot of items here and with the interest of time, she asked for a motion to approve action items in omnibus fashion. A motion was made by Clark and seconded by Frances. Gargano asked if there were any questions on any of the agenda items. Hearing none. A voice vote was called and the motion carried.

Ely commented it will be appropriate to approve the action items that are listed below:

A. Approval of Minutes of October 16, 2017

B. Village of Westchester Removal from WC Focus Program

Ely commented the removal of Westchester from the WC Focus Program because they have given us notice that they are leaving IRMA effective January 1, 2019. Staff is going to invest our time in the focus program to another member.

- C. Village of Lincolnshire – Membership Application  
Ely commented that at a recent board meeting, Lincolnshire decided to go with private insurance finding that the IRMA pricing was not competitive with the private marketplace.
- D. Village of Mount Prospect – Membership Application  
Ely commented that staff was at Mount Prospect's board workshop meeting for the staff recommendation and also an outside consultant recommendation to join IRMA, because we provide excellent coverage/services and are priced competitively. By joining IRMA, Mount Prospect is projected to save approximately \$300,000 a year. Mount Prospect will take action at their next Board meeting. Staff anticipates that Mount Prospect will be joining IRMA effective January 1, 2018. The action was amended to include the provision of coverage to Mount Prospect at limits of \$15 million.
- E. West Central Consolidated Communications – Membership Application  
Ely commented that the dispatching agency will be joining IRMA once they get up and running this spring.
- F. Proposed Enhancements of IRMA's Long-Term Growth Plan  
Ely gave a brief overview of the changes to the growth plan to the board.
- G. NSN Unemployment Administration Contract Extension  
Ely commented the Unemployment Administration Contract is no change to the pricing.
- H. 2018 Final Budget  
Ely commented you are approving the 2018 Budget with a rate of 1.99, which is a reduction in the rate. The way we are doing that is by utilizing the \$5 million from our interest income from 2017 as a rate reduction. Frances gave an overview of the budget to the board.
- I. 2017 Final Interest Income Credit  
Ely commented the interest income credit is that we will return \$7 million to our membership in 2017.

A roll call vote was taken to approve the action items listed above. All were in favor.

### **VIII. EXECUTIVE SESSION**

None

### **IX. ADDITIONS TO AGENDA**

#### Adoption of the Sexual Harassment Policy

Ely commented there is a handout out on the table for all of your employees to have that training. If you have any questions on the training or on a policy, IRMA staff will be happy to assist.

A motion was made by Irvin and seconded by Frances to approve the adoption of the Sexual Harassment Policy. The motion carried.

**X. CONFIRMATION OF NEXT MEETING**

Wednesday, March 21, 2018 @ 9:30 a.m.  
Westbrook Corporate Conference Center

**XI. ADJOURNMENT**

A motion was made by Irvin and seconded by Clark to adjourn the meeting. A voice vote was called and the motion carried.

Submitted by:

Approved by:

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Margo Ely  
Executive Director

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Jessica Frances  
IRMA Chair