



**BOARD OF DIRECTORS  
Meeting Minutes**

**Wednesday, December 17, 2014  
Westbrook Corporate Center Conference Room  
9:30 a.m.**

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES – October 29, 2014**

A motion was made by Clark and seconded by Velkme to approve the Board of Directors Meeting Minutes of October 29, 2014. A voice vote was called and the motion carried.

**Reports for Information Only Found on the IRMA Website**

Irvin asked if there were any questions on any of the reports. Hearing none, Irvin moved on to the next agenda item.

**III. CHAIR’S REPORT - IRVIN**

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

Irvin welcomed the following new Delegates and Alternates.

<u>Delegates</u>	<u>Alternates</u>
Marian Gibson, Village of Berkeley	Kevin Wachtel, Village of Villa Park

**B. Nominating Committee Report – Slate of 2015 Officer Candidates (Chair – Ingrid Velkme)**

Velkme thanked Kelly Amidei, Phil Modaff and Art Malinowski for their efforts and contributions in serving on the Nominating Committee.

Velkme presented the Slate of Candidates for the 2015 Officers:

Chair	Drew Irvin	Village of Lake Bluff (2 <sup>nd</sup> year as Chair)
Chair-Elect	Kathleen Gargano	Village of Hinsdale (2 <sup>nd</sup> year as Chair-Elect)
Treasurer	David Clark	Village of Glencoe (2 <sup>nd</sup> year as Treasurer)
At-Large Rep		
Large Member	Peggy Halik	Village of Woodridge
At-Large Rep		
Small Member	Steve Stricker	Village of Burr Ridge

Velkme asked if there were any nominations from the floor. Hearing none, a motion was made by Velkme and seconded by Krumstok to approve the slate of candidates for 2015 officers. A voice vote was called and the motion carried.

**C. Contribution Structure Task Force - Update**

Ely stated that the Task Force met on December 11<sup>th</sup>. It was a 2-1/2 hour meeting. The first meeting was about the fundamentals of IRMA opportunities for improving our contribution structure. The actuary will bring back a statistical analysis of when revenues become less relevant with respect to risk. The goal is to come back to the Board by summer with some recommendations. Ely stated that if anyone had any additional questions, they should give her a call or send her an email.

**IV. LEGISLATIVE PRESENTATION BY IRMA LOBBYIST**

IRMA's lobbyist, Chuck Vaughn, gave a brief presentation on legislative initiatives during the 2015 spring session.

**V. COMMITTEE REPORTS**

**A. MEMBERSHIP RELATIONS COMMITTEE – WACHTEL**

Wachtel stated that she did not have a report.

**B. TRAINING & EDUCATION COMMITTEE – DONAHUE**

**New Equipment Grant Offering for 2016**

Donahue stated that in recognition of numerous and costly injuries to firefighters while lifting heavy patients on cots, the Fire Chiefs Steering Committee assigned a task force to come up with ideas for prevention. The task force recommended a grant to be provided to those fire departments purchasing power cots, stair chairs, or power loading systems for their ambulances. The grant would be up to 1/3 the purchase price or \$15,000, whichever is less. On October 23<sup>rd</sup>, the Fire Chiefs Steering Committee did approve that funding for the equipment grant move forward in IRMA's 2016 budget. Further, the 2016 grant year will provide funding for purchases made by members during 2014 and 2015. The recommendation was approved by the Training and Education Committee on November 5<sup>th</sup>. The Executive Board approved the recommendation on December 3<sup>rd</sup> with the clarification that eligibility for grant awards be limited to members who own and operate the ambulances that are staffed with their employees and that any member who contracts out for paramedic services will not be eligible for the grant program.

A motion was made by Donahue and seconded by Wachtel to approve the equipment grant program and provide \$200,000 for the 2016 budget. A voice vote was called and the motion carried.

**C. COVERAGE, CLAIMS & LITIGATION COMMITTEE – CEDILLO**

Cedillo stated that she had one item to report on – the 2015 Optional Underground Storage Tank coverage, and asked LeTourneau to give this update.

LeTourneau stated that the renewal date for this coverage is January 1, 2015. This is a difficult line of coverage as the tanks continue to age and become more vulnerable resulting in price increases. Overall, the rates were flat. One new requirement is that tanks installed prior to 1975 had their deductible increase from \$50,000 to \$75,000. This increase was appealed unsuccessfully. LeTourneau stated that the plan for next year is to conduct a complete program marketing effort, as well as exploring the addition of a tank third pricing tier.

**D. ADMINISTRATION & FINANCE COMMITTEE – CLARK**

**1. Outsourcing Bylaws**

Clark explained that this item has been discussed at prior meetings and the revised Bylaw provides that when more than one deduction or exclusion is applicable, the deduction or exclusion with the greater value shall be applied. A motion as made by Clark and seconded by Cedillo to approve the Bylaw revision as presented. A roll call vote was taken and the motion carried.

**2. 2014 Interest Income Credit**

Clark stated that the Administration and Finance Committee and Executive Board have approved staff's recommendation that the interest income credit that will be available for issuance in 2015, be partially issued in the amount of \$5,000,000 in 2014.

A motion was made by Clark and seconded by Velkme to approve the Interest Income Credit of \$5,000,000 to be issued in 2014. A voice vote was called and the motion carried.

**3. 2015 Final Budget**

Clark stated that the only change from the Preliminary Budget was the inclusion of \$15,000 to allow for the Task Force on Contribution Structure consultants.

A motion was made by Clark and seconded by Sagona to approve the 2015 Final Budget. A voice vote was called and the motion carried.

**4. GFOA Recognition**

Clark congratulated IRMA staff on earning the Certificate of Achievement for Excellence in Financial Reporting for their CAFR for the fiscal year ending December 31, 2013.

**VI. EXECUTIVE DIRECTOR/STAFF REPORT**

**Approve 2015 Meeting Dates**

Ely stated that the 2015 meeting dates were presented on page 39 of the meeting packet. A motion was made by Sagona and seconded by Clark to approve the 2015 meeting dates. A voice vote was called and the motion carried.

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Ely introduced the newest member of the IRMA staff, Telly Panousis, who has taken on the position of Accounting/Financial Analyst.

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Ely noted that the Board wouldn't be meeting again until March. From now until then, there will be icy and snowy conditions, which is one of our biggest issues here at IRMA. Ely stated that we will be ready for the claims, but are hoping that members will reduce the claims compared to last year. A suggestion is to provide footwear with traction for your employees who are out in the elements and have to maneuver through the snow and ice. Also, a reminder to your employees that driving safe is better than driving fast.

**VII. EXECUTIVE SESSION**

Irvin stated that we would not be going into Executive Session, but wanted to remind everyone that through the committees and general call, he is soliciting input for Ely's performance review. Irvin stated that he is compiling the information he has received to date and it will be brought to the Board at their March meeting.

**VIII. ADDITIONS TO AGENDA**

Irvin asked if there were any additions to the agenda. There were none.

**IX. CONFIRMATION OF NEXT MEETING**

Irvin stated that the next Board of Directors meeting is scheduled for Wednesday, March 18, 2015 at 9:30 a.m. in the Westbrook Corporate Center Conference Room.

**X. ADJOURNMENT**

A motion was made by Sagona 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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Drew Irvin  
IRMA Chair