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TO: Examining Board Council Members
FROM: Justin DeWitt, Chief, General Engineering Section
DATE: January 18, 2018
SUBJECT: Meeting Minutes-September 12, 2017

Attendance and Meeting Location

The meeting began at 1:30 p.m. on September 12, 2017 at the Springfield Plumbers & Steamfitters Training Association, 2880 East Cook Street, Springfield, Illinois.

The following were in attendance:

IDPH Staff

Brian Cox, Program Manager, Plumbing & Water Quality Program
Frank W. Shimkus, Plumbing Consultant, Plumbing & Water Quality Program
Rhonda K. Hawkins-Jackson, Plumbing & Water Quality Program
Tina Cordova, Plumbing & Water Quality Program
Matt Popov, Plumbing Inspector
Verbin (Ray) Hall, Plumbing Inspector

Examining Board Members

Timothy Atkisson
John Defrates
Thad Ellet
Brian McGrath
Doug Purcell
Philip Roknich
Robert Schafer

Guests

Andy Fuchs – Springfield Plumbers & Steamfitters

Welcome and Introductions

Robert Schafer introduced himself and welcomed everyone. A roll call was performed and quorum established.

Motions

- A motion was made by Tim Atkisson to approve the meeting agenda and seconded by Thad Ellet.

The motion carried by a unanimous voice vote.

- A motion was made by Tim Atkisson to approve the meeting minutes and seconded by Thad Ellet.

The motion carried by a unanimous voice vote.

- A motion was made to approve the next plumbing exam date of January 23-24-, 2018.

The motion carried by a unanimous voice vote.

Discussion Items

- Robert Schafer opened the floor for public comment; however, there was none.
- New board member, Doug Purcell introduced himself to the exam board.
- Frank Shimkus and Tina Cordova discussed with exam board new procedures for fail letters and providing condensed documentation of violations.
- Frank Shimkus discussed with exam board about modifying and adding exam questions consistent with 2014 Illinois Plumbing Code; discussed new procedures for scoring exam and new forms.
- Exam board discussed modifying exam elements for future plumbing exams. In addition, discussed cell phone policy and consequences for violating this policy.

Meeting Adjourned

Timothy Atkisson motioned to adjourn, seconded by Philip Rocknich. Meeting was adjourned by voice vote at 2:25 p.m.