

**Illinois Department of Financial and Professional Regulation
Division of Professional Regulation**

Illinois Roofing Advisory Board

December 8, 2020

Time: 11:05 a.m. Adjourn: 12:41 p.m. (McMillin/Cronin)

Location: WebEx Conference Call

Board Members Present: Rod Petrick, Chairman
 Mitch Kaiser, Member
 Doug Sutton, Jr, Member
 Anthony Roque, Member
 Brian Cronin, Member
 Michael McMillin, Member
 Travis Gorman, Public Member

Staff Present: Jim Koehl, Board Liaison
 Dolorita May, Legal Counsel
 Antara Rivera, Chief, General Prosecutions

Topics:	Discussion:	Action:
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Roll Call

Approve Minutes	March 31, 2020 minutes	McMillin/Cronin moved to approve the March 31, 2020 minutes. Motion carried.
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New Members	Michael McMillin, Member	Mr McMillin provided a summary of his work experience as an introduction to the Board.
	Brian Cronin, Member	Mr Cronin provided a summary of his work experience as an introduction to the Board.

Antara Rivera, Chief, General Prosecutions as of August 2020 introduced herself, providing a summary of her work experience.

Dolorita May, Legal Counsel for Roofing as of October 2020, provided a summary of her work experience and her duties as general counsel for the roofing profession.

There was then an introduction of the members and staff present at the meeting.

New Business

Disciplinary Report

Mr Koehl provided an overview of the disciplinary report.

Roofing Examination

Chairman Petrick noted that the National Roofing Contractors Association use to review manual every three years. The test is based off of the manual. Some of the questions are no longer applicable due to technology. Need to keep the test consistent with technology.

Mr Kaiser noted to review the questions every couple of years that are in this situation. Work with small group to keep test consistent to include the Board, Dr Rodgers and industry representatives.

Closed Session

Deliberate cases

Gorman/Kaiser moved to go into closed session pursuant to Section 2(c)(4) and (15) of the Open Meetings Act. Motion carried.

Subsequent to the motion a roll call was held and the following members voted unanimously to close the session.

Gorman-yes
Roque-yes
Sutton-yes
Kaiser-yes
Petrick-yes
McMillin-yes
Cronin-yes

Those voting yes constituted a majority of the quorum of the members of the Board.

The session closed at 11:42 a.m.

Deliberations were held in closed session on cases presented to the Board.

Closed Session (con't)

McMillin/Cronin moved to come out of closed session at 12:28 p.m.
Motion carried.

Open Session

Cases Deliberated in Closed Session

Steinmeyer Construction
2015-04904

Kaiser/Roque moved that 104-015148 be Revoked and Revoke acceptance of 105-006955 as qualifying party.
Motion carried.

Schuler Roofing Company
2018-10055

Kaiser/Roque moved that 105-03047 be Suspended with \$10,000 fine payable in 60 days and restrict the renewal of 104-956 until the fine for the 105 is paid. Motion carried.

Motion to accept all actions made in closed session (Kaiser/Roque). Motion carried. Roll call.

Motion to keep closed minutes closed (Kaiser/Roque). Motion carried. Roll call.

Board Chairman Time

Chairman Petrick welcomed Dolorita, Antara and the new Board members.

Reach out to Dr Rodgers with any exam issues and to get into a 2-year cycle to review questions to keep the exam consistent with industry trends/changes.

Board Liaison Time

Next meeting

The next scheduled meeting is set for March 30, 2021.

Vice-Chairman

Nominations were discussed for the position of Vice-Chairman.

Mr Roque volunteered to serve as Vice-Chairman of the Board.

Adjournment

McMillin/Cronin moved to
adjourn the meeting at 12:41 pm.

Motion carried. Roll call.

Exceptions and Comments

Deliberations-Let it be noted for the record that the Director's decision regarding disciplinary matters is withheld from the minutes and rendered at the time the Board presents their Findings of Fact, Conclusions of Law and Recommendations.
