

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

Illinois Roofing Advisory Board

April 3, 2018

Time: 11:00 a.m. Adjourn: 12:55 p.m. (Kaiser/Sutton)

Location: IDFPR Springfield Office, 320 W Washington St, Conference Room 376

Board Members Present: Jim Petry, Vice-Chairman
 Laurie Moore, Member
 Mitch Kaiser, Member
 Doug Sutton, Jr, Member
 Alfred Nyman, Member

Board Members Absent: Rod Petrick, Chairman

Staff Present: Jim Koehl, Board Liaison
 Munaza Aman, Legal Counsel (conference call)

Topics:	Discussion:	Action:
Approve Minutes	October 3, 2017 minutes	Kaiser/Sutton moved to approve the October 3, 2017 minutes. Motion carried.
Old Business	Roofing Examination	Mr Koehl provided a handout from Dr Ron Rodgers detailing the exam review process and the panel members for this review.
New Business	Examination Statistics	Mr Koehl distributed the exam statistics report to the Board for review and comments.
	Disciplinary Report	Mr Koehl provided an overview of the disciplinary report. There was discussion about sub-contracting, waterproofing and insurance noting that there is a trend to add inclusions to insurance such as an 'Open Roof Exclusion' where there is no insurance coverage with an exposed roof. Suggestion to

New Business

specify specifics of the policy guidelines in the Act and Rules.

Closed Session

Deliberate cases

Nyman/Moore 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.

Petry-yes
Moore-yes
Sutton-yes
Kaiser-yes
Nyman-yes

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

The session closed at 12:03 p.m.

Deliberations were held in closed session on cases presented to the Board. Closed session minutes from the October 3, 2017 business meeting were also reviewed.

Sutton/Kaiser moved to come out of closed session at 12:35 p.m.
Motion carried.

Open Session

Cases Deliberated in Closed Session

Roofsmart Inc
2015-06500

Kaiser/Moore moved that 104-016711 be revoked and 105-006790 be revoked acceptance as the qualifying party.
Motion carried.

Open Session (con't)

Cases Deliberated in Closed Session

ASAP Contracting and Roofing, Inc
2016-10247

Moore/Kaiser moved that 104-016023 be indefinitely suspended for a minimum of one year with a \$20,000 fine. The qualifying party, 105-006494 be revoked.
Motion carried.

Closed Minutes

Moore/Nyman moved to accept the closed minutes from the October 3, 2017 meeting as written. Motion carried.

Board Chairman Time

Vice-Chair Petry thanked the Members for their work on the Board.

Board Liaison Time

Address Changes

Mr Koehl distributed the Board address roster for any changes.

Travel Vouchers

Travel voucher forms were distributed.

Conference schedule

The informal conference schedule was passed around for signatures on the dates listed.

Findings

The Findings were signed.

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.
