

City/County Management IN ILLINOIS

Volume 13 No. 9

Strengthening the quality
of local governance through
professional management

MAY
2018



Calendar of Events

For complete details on events please visit the ILCMA calendar at <https://www.ilcma.org/events/>

May 2
Legacy 2nd Quarter Luncheon
Elk Grove Village

May 3
SWICMA Evening Event
Showing of "All the Queens Horses"
Edwardsville, IL

May 10
ICMA Coaching Webinar

May 17
Metro Golf Outing
Glen Ellyn, IL

June 6
Legacy 2nd Quarter Luncheon
Naperville, IL

June 7
SWICMA Luncheon
Location - TBA

June 13 – 15
ILCMA Summer Conference
Collinsville, IL

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Membership Dues!

Membership dues notices will be arriving in your mailboxes in the near future. The Secretariat's office hopes to have new directories out to members by mid-September. Your timely response in returning your dues is much appreciated and will facilitate us meeting this goal.

Thank you for your support and
the opportunity to serve you!

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President's Column

Democracy in Action – Things to Consider in Campaign Season

Come November, voters in communities across America will have the opportunity to influence the direction of the country—in terms of elected leadership and policy.

On the policy front, statewide and local ballot measures will frame the future on a wide landscape of issues ranging from reforming arcane state administrative rules to regulating hunting, gambling, guns, marijuana, marriage, health care, voting, and even death.

Adding to the impact these choices will have are finance-specific measures at both the state and local levels addressing revenue uses, taxes, pensions, and the funding of infrastructure. Taken together, there is the potential for enormous change.

And exactly how does all this relate to ethics? For better or worse, the outcome will affect the lives of those serving in local government. Depending on the issue, the potential impact might be both personal and professional. Given the possible outcomes in November and their consequences, local government professionals have a decision to make:

Do I sit on the sidelines or get involved? If I do get involved, what's appropriate? How do I balance my personal interest in having the best candidate elected with my obligations to my community and my profession? If in my professional assessment, passage of a statewide ballot measure will do harm to local governments, do I have an ethical obligation to speak up?

What role should I play if I support a local ballot measure affecting my organization that is opposed by a majority of the governing body? If I have a personal cause, am I in safe territory to do all that I can to make sure that my perspective prevails?

Candidate Politics

The profession has a longstanding commitment to political neutrality. The very first ICMA Code of Ethics stated that no manager should play an active role in politics. Times have changed, but the fundamental principle that managers are selected based on their competencies, not their political affiliations, has not. In this partisan political climate, it is perhaps even more difficult to demonstrate that your professional recommendations are truly independent of the influence of party politics, be they local or not. Tenet 7 is the guiding principle here. ICMA members should "Refrain from all political activities which undermine public confidence in professional administrators." Members working in local government should limit their involvement to voting for the candidate of their choice. The guideline on elections advises:

"Members share with their fellow citizens the right and

responsibility to vote and to voice their opinion on public issues. However, in order not to impair their effectiveness on behalf of the local governments they serve, they shall not participate in political activities to support the candidacy of individuals running for any city, county, special district, school, state or federal offices. Specifically, they shall not endorse candidates, make financial contributions, sign or circulate petitions, or participate in fund-raising activities for individuals seeking or holding elected office."

State and Local Ballot Measures

The ICMA Code of Ethics recognizes that members do have a voice in the debate on public issues. When state ballot measures affect local governments, members often play a critical role in educating the public about the potential impact that measure will have on their lives.

Managers in California are experienced in developing an organized and funded response to efforts by the state legislature to reduce local government revenues. Working with the California League of Cities and ICMA members' elected officials, they raised funds for an issues-oriented political action committee (PAC) and conducted presentations on the issues. Their position was unified, public, and visible.

If you don't have the benefit of an organized effort, consider whether your solo advocacy efforts align with your governing body. Getting too far out in front of your employer is not wise.

If it's a local government ballot measure, members have options. Indeed, the governing body might expect staff to do the heavy lifting required for approval. The manager can take the lead to create and implement a PR campaign complete with promotional materials and public presentations. On a personal level, the manager can also donate to a ballot-related PAC.

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Welcome New Members

Casey Biernacki, Municipal Services Coordinator,
Village of Western Springs

Melissa Ginter, Area Vice President, Gallagher

Ian Irizarry, Management Intern, Village of Algonquin

Kayla King, Public Information Officer & Intern,
Village of Villa Park

Patrick McGuire, Project Manager, Cook County

Jon Monsma, Economic Development Associate,
Invest Aurora

Leisa Niemotka, Assistant Village Administrator,
Village of Beach Park

Amanda Rafter, Student/Intern, Village of Palatine



ILCMA 2018 SUMMER CONFERENCE

JUNE 13–15 in COLLINSVILLE, IL!

The DoubleTree Hotel and Gateway Center



John Nalbandian,
Professor Emeritus, Kansas University
“Political Astuteness: Bridging the Gap
between what is Politically Acceptable
and Administratively Sustainable”

Dr. Nalbandian will also present a session Thursday afternoon!



Jan Hargrave,
Body Language Expert
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MIT Lifesaver Award

Do you know someone who has provided assistance to a member in transition (MIT)? If so, consider nominating them for recognition through the new MIT Lifesaver Award!

Anybody who has been an MIT knows it is a very difficult time and any assistance provided by their fellow ILCMA members is greatly appreciated. The Membership Services Committee has been working to develop a simple, inexpensive, durable, and easily identifiable form of recognition, in a manner that encourages and promotes such assistance to ILCMA members who assist MITs. A lifesaver-ring lapel pin will be awarded to members who provide significant, tangible assistance to an ILCMA MIT. Significant, tangible assistance may include sharing a room at an ILCMA or ICMA conference, adding an MIT to an interview process, hiring an MIT part-time, full-time, or for a special project, or inviting an MIT to a regional managers' lunch. Applications are available on the ILCMA website and may be submitted to the Secretariat who will provide the information to the Membership Services Committee for review.

Apply Here

ILCMA Members who have been awarded the ILCMA Lifesaver Award::

Kathleen Gargano, Village Manager, Hinsdale

Jim Arndt, City Administrator, Effingham

Jim and Kathleen were recognized at the ILCMA Summer Conference.

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Corporate Partner Spotlight

As part of the “Friends of ILCMA” Corporate Partnership Program, partners at the highest level get the opportunity to submit a one-page written educational piece in the ILCMA newsletter.

New subsidies to invigorate “community solar” projects in Illinois

By Christopher Urchell, Baker Tilly

“Community solar” projects offer a practical and affordable alternative source of energy. Through a collaborative partnership with local governments, citizens, utilities and developers, these trending projects make solar energy financially viable for entire communities by capitalizing on efficiencies of scale. And now, thanks to Public Act 99-0906, community solar projects will move renewable energy within financial reach for more Illinois communities.

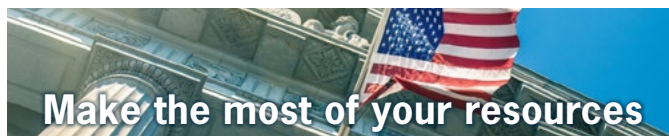
Public Act 99-0906, also known as the “Future Energy Jobs Act” (Act), substantially overhauls the Illinois Renewable Portfolio Standard with new procurements and programs to be administered by the Illinois Power Agency (IPA). Within the Act, a Long-Term Renewable Resources Procurement Plan offers beneficial subsidies for community solar projects. The Illinois Commerce Commission approved IPA’s plan in April and renewable energy credits (RECs) that subsidize energy generation from renewable projects are expected to be finalized and released by early June 2018.

Why should we consider community solar?

- Community solar provides a viable form of alternative energy where it may otherwise not be available.
- Solar projects help meet the demand by homeowners and commercial entities for alternative forms of energy.
- Community solar is a realistic method to help meet ever increasing renewable energy portfolio standards.
- Tax credits and incentives at the federal and state level can make solar project development feasible.
- Over the project’s existence, the community and ratepayers will receive below market rate electricity.

Who owns it?

Community solar projects are typically developed in two models: ownership and subscription. Under the ownership model, participants own some of the panels or a share in the project and benefit from all the power produced by their share of the solar panels. With the subscription model, participants do not own the panels; they become subscribers and pay a lower price for the electricity sourced. How do we move successfully from concept to construction and into operations?



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- Concept development: Understand the project stakeholders’ goals and define the project scope.
- Feasibility analysis: Perform analysis to understand the optimal project size that will maximize expected returns while remaining within budget. Determine your “go/no-go” factors, understand and mitigate risk, and test various project scenarios.
- Project design: Community solar project development involves many moving parts, from identifying best suited locations for solar panel construction to efficiently obtaining bids from qualified equipment vendors to working productively with your area’s utility companies. Assistance from industry specialists will achieve a well-planned project.
- Project finance: Confirm the project’s financing sources are set up to meet the stated goals. Identify and obtain incentives and credits where possible. Minimize risk through strategic contract negotiations. Due diligence specialists should review and sign off on your business plan to affirm project credibility with stakeholders.
- Construction: Manage contractor relations and hold all parties accountable to the budget and schedule.
- Operations: Once the project is complete, manage subscriptions and overall compliance with administrative oversight parties to enhance ongoing success.

If past community solar initiatives lacked sufficient motivation, the state’s planned subsidies program will shine new light on the affordability of these alternative energy projects. In addition to financing, many important steps line the path from concept through powering homes and businesses. Consider working with an experienced project advisor to fill in gaps in expertise and create valuable structure for your project that will provide clean renewable energy in your community for years to come.

Corporate Partner Spotlight

As part of the "Friends of ILCMA" Corporate Partnership Program, partners at the highest level get the opportunity to submit a one-page written educational piece in the ILCMA newsletter.

Streetscape Projects Do More Than Beautify

By Christopher B. Burke Engineering, Ltd. (CBBEL)

As spring gets into full swing and Illinoisans shed their winter coats to head outside, the time is right for municipalities across the state to evaluate how residents engage with their city centers and consider the potential benefits of streetscape projects, which are often more than what meets the eye.

The Village of Huntley in the northwest suburbs of Chicago recently underwent a significant streetscape project with the goal of making its downtown corridor an interesting, pedestrian-friendly and attractive place for its residents. Huntley's project serves as a perfect example of the impact a project like this can have.

Neighborhood Pride

The most obvious benefits of a streetscape project are often aesthetic. Beautifying an area, even in small ways, plays a major role in developing or supporting a community's character and establishing a sense of neighborhood pride.

Some small aesthetic improvements that municipalities like Huntley have undertaken that make a big difference in the look and feel of a town include adding decorative lighting fixtures and signals; introducing green space with decorative pavers, trees and planter boxes; and increasing street furniture that encourages gathering and a sense of community.

By improving the look and feel of a business district, municipalities can help to draw residents to the area, leading to a domino effect for the local economy.

Encouraging Business and Economic Growth

Municipalities of all shapes and sizes are always looking for ways to increase traffic to their downtown centers, making the area more appealing to drive customers to businesses and sales tax revenues up. Streetscape projects help achieve this goal by transforming communities to make them more walkable and safer for pedestrians.

In addition to providing gathering spaces, one effective method of attracting foot traffic is encouraging pedestrian activity in the area. When undertaking a streetscape project, many municipalities focus on making it easier and more enjoyable for residents to visit the city center. According to a study by the Urban Land Institute, "Half of Americans prioritize walkable neighborhoods with...pedestrian-friendly features" when choosing where to live.



As part of its project, Huntley wanted to undertake a complete renovation of its Town Square to make it a more open and inviting public gathering space. As a result, Huntley's downtown is home to Concerts on the Square, a weekly Farmer's Market and other events that bring residents together, turning the downtown into a destination location for residents and visitors.

Infrastructure Improvements

It's important to realize that not all the work in a streetscape project focuses on the look of an area. In fact, the most significant benefits may be those we don't notice at all: the infrastructure improvements that leave a long-lasting impact.

Because streetscape projects tend to include improvements to the roadway, there is often a period in which the street is open, allowing for significant structural improvements underground, including water and sewer main upgrades. Many municipalities also use this opportunity to relocate overhead utility lines underground, protecting them from potential wind and storm damage, while also eliminating unsightly poles.

As part of its infrastructure improvements, Huntley implemented parking improvements to enhance traffic flow and safety, resulting in additional parking that made it even easier for residents to visit the town center. These improvements have clearly made an impact on Huntley's residents: in Huntley's annual resident survey, 88 percent of residents polled rated the downtown as either "Excellent" or "Good."

As you head outside to take advantage of the warm weather this year, consider the importance of the look and feel of your hometown and give special attention to the way your community draws people together.

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Creating Better Municipal Workplaces Through Sustainable Design: It's Not the Rating, But the Work Environment that Counts!

By Brian Kronewitter, AIA, DBIA, Executive Vice President,
Cordogan Clark & Associates

When planning new or remodeled municipal work environments, often among the first topics addressed is what type of green rating, and what level will be pursued? Will it be LEED silver, gold, platinum, or simply certified? And how will these ratings be achieved?

When working with sustainable design, however, the important thing is not the rating so much as how sustainable design can benefit the workplace and its employees. Though green ratings can provide a good benchmark, sometimes you can lose the forest for the trees.

What is the forest?

A large part of most green rating systems is meant to create better work environments for employees. This, in turn, helps municipalities gain and retain better employees. This is why so many municipalities embrace sustainable design practices for new construction and remodeling.

As municipalities take that big step in greening existing structures or new construction, assessing initial cost is a priority, yet too often the main focus of construction is decision-making. However, green design should be grounded in those things that are practical and positive for the building and its users over the long-term. When costs to own, operate, and manage municipal facilities is considered, the advantages of green design become clearer. Municipalities benefit from energy efficient decisions in the long run. These can range from building orientation decisions, which are among the most important in terms of energy use and which do not need to add any cost. Appropriate window placement, orientation, and sizing to create energy efficiencies can actually reduce cost. The true cost savings and benefits over the life of the building are often many times greater than the added initial construction cost.

In addition to building green buildings, running a green office is important too. The goal of keeping employees healthy, happy, and productive can be achieved through sustainable design, such as:

- Cleaner indoor air quality with proper ventilation
- Daylighting to maximize natural light and reduce energy
- Energy-efficient lighting



- Energy-efficient heating and cooling systems with thermal control
- Energy Star plumbing (to preserve water)
- Allowing employees to bicycle to work, or proximity to public transportation
- Integrating nature and views into the workplace
- Rooftop gardens (one of the most famous rooftop gardens is in downtown Chicago above City Hall)
- Building and furnishing with materials with low or no Volatile Organic Compounds (VOCs)

Good examples of green building design are the 360,000 SF Aurora Police Headquarters and Branch Courts that feature state-of-the-art technology, substantial increases in the amount of physical space, and sustainable – LEED Gold Certified architecture. The Police Headquarters incorporates onsite renewable energy technologies and conservation techniques, optimized daylighting, water efficient landscaping, and technologies that reduce water usage by 50 percent. It includes a two-acre wetland/detention pond, Photovoltaic Technology and vegetated roof, and onsite renewable energy. But most importantly, many of the features that make this building sustainable also make it a wonderful place to work. Over time, these same design strategies lower the building's cost to the municipality for operating and staffing it. There is also great satisfaction in working in a better designed green building.

When intelligent Green design decisions are made with respect to employee and workplace benefits, the long-term advantages to the municipality are clear: Better green design outweighs its initial cost and provides ongoing returns.

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If the governing body is divided over the issue, the manager and staff may decide that it is smarter to limit their involvement.

A strong argument can be made that the proper staff role is to provide the facts and let the voters decide. An equally compelling argument is that as professionals who have expertise in local government and a vested interest in the community, it's an act of integrity on the part of leaders to make their voices heard.

What to Do When It's Personal

Members are advised to consider the impact of such personal advocacy on their professional life. It's not a reason to step down, just something to consider.

Here are three final tips:

- Comply with the law regarding use of public resources for ballot measures.
- Consider where the governing body stands on the issue. A lower-profile strategy limited to providing background information on the measure may be wise.
- Think carefully about the most effective role you can play and what impact your involvement may have on your ability to serve the local government.

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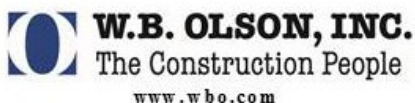


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IML Managers Monthly Column

Keeping Your Foot On The Gas Pedal During Uncertain Economic Times

By Tim Gleason, City Manager, Decatur and IML Managers Committee Member

Here in Decatur, we're a lot like many cities in Illinois, part of a club that shares an unenviable set of circumstances that today are driving decisions that impact the very livelihood of our communities.

Declining revenues. Trying to manage with uncertainty at the State level. Aging infrastructure. Delayed maintenance and a populous that is resistant to more taxes and who asks – and deserves – more from governments that have fewer resources today than perhaps ever before.

Sound familiar?

While we have limited control over some of these issues, in Decatur we have controlled how we react to them and how we've planned for the future growth and health of our community while continuing to explore cost saving measures and efficiencies. The easy reaction to down times is inevitably to look for ways to cut costs, and in some instances, this is an unavoidable necessity. But I would challenge my fellow government managers to take the long view in our day-to-day decisions when possible so that we are preparing today for a better future once clarity comes to some of the uncertainty that we face – as it inevitably it does.

To use a racing analogy – how do we find a way to keep our foot on the gas pedal even though resources may be limited and the immediate outlook may be negative or unclear? How do we avoid the urge to try, as the old adage goes, to “cut our way to prosperity” when at times this may seem like the only available option?

While Decatur shares many of the circumstances referenced here, I believe that we are, in other ways, very unique. Yes, we've faced reduced revenues and had to delay equipment purchases and other infrastructure and internal improvements, all of which was necessary at the time those decisions were made. We've also lived through the same recession and post-recession considerations and challenges as others.

Today we are staring a true \$2 million budget deficit in the face due in large part to recent actions to balance the State budget but we haven't stopped planning, working and investing in our community. We have made a conscious effort to “take care of ourselves” and not wait for others to decide our fate before deciding on our next move. It has taken some tough decisions and bravery on the part



of our elected officials and creative thinking on the part of city staff. Still, there was some work that was forced upon us but in the true spirit of “using lemons to make lemonade,” we've used those opportunities to not just do the bare minimum amount of work but to fix long-standing problems once and for all. Finally, we've taken the extra steps to “tell our own story” clearly and effectively so that some of the more difficult decisions were more acceptable to a public that is already skeptical of government.

To be clear, some of the work did require tax or fee increases but those increases were made more palatable because we were very strategic in what we requested and tied funding “asks” to specific projects. For example, a 5-cents per gallon local motor fuel tax was designated specifically for local roadwork with a 10-year sunset provision. The funding can be tracked by the public through a website where we also identify projects and provide evidence of work being done (www.buildingdecatur.gov).

More than \$130 million in sanitary and stormwater sewer problems are being funded through a stormwater utility fee and an increase in the sanitary sewer use fee. Much of the sanitary sewer work is being mandated by the U.S. Environmental Protection Agency; however, we were clear with the city's message that to do the minimum amount of mandated work would only lead to problems down the road and receive support to do more. We were clear in telling the story of how the improvements would directly improve the lives of residents, that we would be addressing many of the problems that were leading to sewer back-ups in their homes or the homes of friends and family.

The result: Decatur has seen hundreds of millions of dollars in new economic development in the last few years and we are in the midst of a multi-year capital improvement program of more than \$300 million bringing new roads and sewers, improving our public facilities, adding to the city's water supply and positioning the city as a global transportation hub. What's more, today many of our largest employers are adding jobs or able to maintain them due in part to public improvements made by the City.

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Some of the bigger success stories include:

- **Community Revitalization Initiative** - Hundreds of people from a wide spectrum of ages, races, neighborhoods and backgrounds turned out for the first 5 meetings to create what will be a groundbreaking long-term revitalization plan for Decatur. The community-driven plan will build upon recent successes and address many of the publicly identified concerns that for years have led to long-standing hurdles to growth. The Howard G. Buffett Foundation has committed to providing \$1 million to support this initiative.

- **Local Roadwork** - The City's Public Works Department completed \$4.2 million in street repairs using local and state Motor Fuel Tax Funds in 2017. The work brought improvements to 18.1 lane miles of city streets, many of which were in local neighborhood and a new round of work will be bid in spring 2018 and will continue for at least the next 8 years. About \$5.5 million in work has been completed in the last two years to repair and replace more than 23 lane miles of roadway.

- **Department Reorganization** - A 2017 reorganization that took advantage of retirements and other vacancies is expected to lead to significant savings. The creation of the Department of Economic and Community Development and elevation of the head of the Human Resources department to a director's level position has already led to operational efficiencies.

- **Creation of Central Illinois Regional Dispatch Center** - A willingness by the city to transfer area emergency communications from the Decatur Police Department to the newly-established CIRDC will bring about more equitable cost sharing between local government users and bring future savings to the city. A new \$4.2 million dispatch center is now under construction in Decatur which has the potential to serve additional Central Illinois counties in the future.

- **Lake Decatur Dredging/Water System Improvements** - Decatur's \$91 million multi-year dredging project will be completed in 2019. Recent years of drought and limited supply have necessitated community water restrictions and actually deterred new industry from coming to Decatur.

- **Fire Station Upgrades** - The city selected, purchased and began site preparation for a new fire station in 2017 as part of a multi-year program to rehabilitate and replace aging fire facilities. Early planning meant that the work could be funded through the city's existing property tax levy.

- **Municipal Fiber Network** - City offices are now utilizing this high-speed tool, funded in large part by a generous donation from the Howard G. Buffett Foundation. The network will provide critical high-speed internet service to the city and other taxing bodies at a cost that could be up to 75% less than what would be paid for the same service. Both the Decatur Park District and the Macon

County Sheriff's Office have already signed on as network partners and it will also provide a critical tool for community revitalization and city law enforcement.

It's common to assume that we're all alone in figuring out how to dig out from under our difficulties but perhaps the biggest lesson learned throughout all of this has been in recognizing and leveraging the power of partnerships with other government entities and community partners. The aforementioned CIRDC and fiber partnerships are direct examples of relationships that have been developed that are today bringing direct financial savings and improved operations for the City, Decatur Park District, Macon County and other local jurisdictions.

But it is the current multi-jurisdictional transportation planning for Decatur that promises to be a real game changer for the region that will redefine the local economy, driven through an intergovernmental agreement between Decatur and Macon County and supported through close working relationships with other governing bodies and community partners. Today partners are speaking with one voice and presenting a single clear vision to legislators and the public in pursuit of funding for projects critical to positioning the city as a transportation hub with market proximity to 95 million customers within a 500-mile radius.

This partnership has already secured some \$12 million in commitments to fund critical work that will be key to sustained growth of the local economy and we await word on the possibility of additional commitments.

#Decaturiswinning.

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Call for ILCMA Committee Volunteers

Have you wanted to get more involved with ILCMA, but just haven't gotten around to it? Well, now's your chance as the following 2018-2019 Committees need members:

ILCMA Conference Committee

Chair – Pres Elect – Ray Rummel, Elk Grove Village
Co-Chair – Vice President – Ken Terrinoni, Boone County
The Conference Committee shall plan and organize the summer and winter conferences. The Conference Committee shall be divided into two subcommittees in order to divide the labor of planning the conferences. The Committee make-up shall be as follows: two representatives from each affiliate (one to serve on the Summer Conference Subcommittee and one to serve on the Winter Conference Subcommittee) and a representative from the host cities for the summer and winter conference when appropriate. There should also be geographic representation on each of the Subcommittees.

Summer Conference Committee – Eagle Ridge, Galena, IL - June 4 – 7, 2019
2018-19 Conference Chair – Ray Rummel, Village Manager, Elk Grove Village

The Summer Conference Subcommittee shall plan and organize the principal annual Association conference held in June, which includes the Annual Business Meeting.

Winter Conference Committee – Marriott, Normal, IL - Feb. 6 - 8, 2019

2018-19 Chair – Ken Terrinoni, County Administrator, Boone County

The Winter Conference Subcommittee shall plan and organize the Association conference held in February.

Professional Development Committee

2018-19 Chair – Sharon Tanner, Assistant Village Manager, Glencoe

The Professional Development and Education Committee shall provide information and guidelines to further the continuing education of its members. In addition, the committee assists ILCMA members in achieving continuing education goals for their respective organizations and in periodically reassessing the professional development and continuing education goals of the ILCMA membership. There shall be a commitment to the ICMA credentialing program so members are able to achieve professional development goals. The committee is in need of representation from all affiliates as well as the general membership.

continued on page 14

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continued from page 12

Membership Services Committee

2018-19 Chair – Peggy Halik, Assistant Village Administrator, Woodridge

The Membership Services Committee shall evaluate current services and provide recommendations on additional member services. The committee shall be responsible for facilitating a survey of the membership every two years. Over the past few years the committee has also focused on diversity initiatives, membership development, and recruitment.

Promote the Profession Committee/

Communications Committee – this committee is under review because of the adoption of the new strategic plan. It is proposed that it become a Communications Committee and encompass Promote the Profession activities as well as communication about the profession. 2018-19 Chair – TBA

The Promote the Profession Committee shall coordinate activities to promote the local government management profession to cities, villages, counties, and townships throughout the state. The committee shall also coordinate activities and provide information about the profession to educational institutions.

Committee on Professional Conduct (based on vacancy per term requirements and regional representation) 2018-19 Chair – Jim Norris, Village Manager, Hoffman Estates

The Committee on Professional Conduct is responsible for:

- *Serving as a fact-finding committee to review ICMA ethics complaints or questions involving Illinois members*
- *Developing and carrying out education and training activities to promote the highest ethical standards of conduct*
- *Serving as the primary liaison with the ICMA Committee on Professional Conduct*

If you are interested in serving on any of the above committees, please contact Dawn S. Peters by June 18, 2018 at dpeters@niu.edu or call her at 815-753-0923.



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CLA Courses Qualify for ICMA's Voluntary Credentialing Program

May 22, 2018 – NIU-Naperville
I.T. Checkup or Total Reconstruction?

May 23 2018 – Giving DuPage/DuPage County Admin. Building
Nonprofits and Community Engagement-Tools and Techniques for Connectedness

May 31, 2018 – NIU-Naperville
High Reliability Organizations: Are You at the Forefront of This Emerging Designation Where Failure Is Not a Viable Option?

June 5, 2018 – NIU-Naperville
Leadership Lessons: Trying Times Demand Sound Leadership

June 7, 2018 – Giving DuPage/DuPage County Family Center
Social Media - Connecting Agencies or Governments and Constituents

June 20, 2018 – NIU-Naperville
Improving Intergovernmental Relations/Partnerships with Local, Regional, State and Federal Agencies

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ILCMA Membership Responsibilities For Members In Transition

ILCMA members are encouraged to contact fellow members that are in transition. ILCMA members can help members in transition in the following ways:

- Hire members in transition for interim work and special projects.
- Provide office space and equipment for members in transition.
- When going to ICMA or ILCMA conferences, invite a member in transition to share your room at no cost.
- Invite them to an ILCMA, Downstate, Metro, IACA, SWICMA, Legacy Project, or IAMMA meeting as your guest.
- Monitor the environment. As one hears about a member that may be in trouble, members are encouraged to contact either the ILCMA Executive Director or one of the Senior Advisors.

ILCMA members are asked to help identify ILCMA members as soon as it appears that they are leaving a management position and do not have a new position identified. In addition to monitoring local papers, members should also frequently advise their regional counterparts to notify them of members who may be in transition. Once a member in transition (MIT) is identified, the member should advise the ILCMA Secretariat so that ILCMA support can be offered. ILCMA members are encouraged to personally contact the MIT to provide support. A Board liaison will be assigned to maintain regular (weekly or bi-weekly) contact with the MIT, encourage others to contact the MIT, and will keep the ILCMA Secretariat aware of the MIT's status. The Board liaison will coordinate closely with the Senior Advisors and between the two entities should provide the MIT with the support services available through the ILCMA and the ICMA.

Do you have Special Projects for which you need Additional Help? Has your Staff been Cut Back, but your Workload Increased or Stayed the Same?

If so, ILCMA has a solution to your problem. Have you ever considered utilizing one of ILCMA's programs to help fill temporary job assignments or conduct a special project? ILCMA has two programs that may meet your needs:

Member in Transition Program (MIT) – ILCMA keeps a list of Illinois managers and assistants in transition. These members are willing and able to fill positions, do special projects, and provide expert service to you and your community (list of MIT's below).

Professional Resource Program (PRS) – The PRS program consists of retired, semi-retired, and MIT's who are again able to do special projects, fill positions, and provide expert professional services to your local government. For information please visit the ILCMA website at <https://www.ilcma.org/programs-and-services/ilcma-professional-resource-service/>

The ILCMA Senior Advisors have the most current list of Members in Transition and Professional Resource Program participants. Please do not hesitate to contact either Dawn Peters at ILCMA or one of the Senior Advisors.

Also, don't forget about recent MPA graduates. This is a tough job market and many of them are searching desperately for a position. They may be willing to provide services on contract for short-term projects. This will help them gain additional experience while searching for their first full-time position. Contact any of the graduate schools in your area to identify students who may be willing to do this type of work.

Members in Transition Who Agreed to Publicize their Information: (Visit the Members Only section of the ILCMA website to view resumes of those who have submitted them.)

John Kolata	jdkolata@hotmail.com	309-525-2359
Janet Matthys	janetmatthys@gmail.com	708-698-1523
Kathy Katz	knelake@gmail.com	847-721-7602
David Nord	dave3441@yahoo.com	815-520-9757
Austin Edmondson	aedmondson4@roadrunner.com	901-299-6967

2nd Quarter
2018 Legacy
Project
Luncheons



2nd Quarter Luncheons
Brown Bag (bring your own)

The “Me Too” Movement

Defining the Line Between Consensual Flirting and Unwelcome Harassment

Join us for a luncheon conversation about gender harassment in the workplace with Jill O’Brien of Laner Muchin, Ltd.

Jill O’Brien has worked in the area of labor and employment law for nearly 30 years and has previously served on the Adjunct Faculty of the Loyola School of Law where she taught Employment Discrimination law. She is a frequent speaker on recent developments in the law relating to issues of unlawful harassment, sexual harassment and bullying.

To help address your specific questions about our topic, you can email your questions or comments to Yordana at ywysocki@hcbattorneys.com to be compiled confidentially. At the luncheon, Jill will hold an open dialogue, while discussing real life scenarios and addressing questions or concerns raised via email or at the luncheon.

Wednesday, June 6
Sikich Office in Naperville
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[RSVP for Naperville](#)

*Luncheons begin at 11:30 a.m.
and end promptly at 1:00 p.m.*

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www.legacyprojectnow.org

2018 ICMA Annual Conference

Baltimore, Maryland | Talking Points



Preliminary Program and Registration Opening:

In keeping with ICMA's commitment to environmental sustainability, the preliminary program will be provided in the **June issue of PM** magazine. Complete details will be available on the conference website (icma.org/conference), where **online registration and the conference housing bureau will open on Wednesday, June 6 at 12 Noon EDT.**

Educational Program:

- Four outstanding keynote sessions: TBD
- Two inspiring afternoon featured speakers: TBD
- Dozens of **concurrent educational sessions** in six theme tracks and four career tracks developed by the 2018 Conference Planning Committee:
 - Creating Communities That Last
 - Equity and Social Inclusion
 - Not Your Grandparents' Workforce
 - Redefining Community Engagement: From the Couch to Town Hall Meetings
 - Smart Communities: What Are They?
 - The Challenges—and Responsibilities—of Putting Your Well-Being First
 - Assistant/Deputy Managers
 - County Managers
 - Small-Community Managers
 - Senior/Credentialed Managers
- ICMA University forums and workshops, special sessions, and events
- Inspirational Breakfast with a featured speaker (TBD)
- Lunches for women and assistants in local government management
- Educational exhibits and solutions track sessions
- Roundtable discussions
- Field demonstrations highlighting the best of Baltimore and Maryland

continued on next page

Social Program:

- The Conference Host Committee is planning a variety of social events that make the most of the Baltimore area including:
 - **Saturday Evening Reception: Maryland Science Center**
Situated in Baltimore's Inner Harbor, the Maryland Science Center is one of the original structures that drove the revitalization of the Inner Harbor from its industrial roots to a thriving downtown destination. Three levels of modernized hands-on exhibits focus on physical science, space, Earth science, the human body, and the Chesapeake Bay's native blue crabs. Catch up with colleagues and enjoy drinks and hors d'oeuvres while exploring this fascinating venue and great views of the Inner Harbor.
 - **Tuesday Evening Social Event: B&O Railroad Museum**
Designated as a U.S. National Historic Landmark and part of the Smithsonian Institution, the B&O Railroad Museum has one of the most significant collections of railroad treasures in the world and the largest collection of 19th-century locomotives in the U.S. A major restoration following a snow-related roof collapse in 2003 allowed the museum to upgrade many of its facilities, which are now also used as an event venue, where ICMA attendees will enjoy food, drink, and entertainment.

Location and Hotels:

- **Baltimore/Washington International Thurgood Marshall Airport (BWI)** is just 12 miles from downtown Baltimore.
- **All conference hotels** are within walking distance of the **Baltimore Convention Center**, where most conference sessions and events will take place.

About Baltimore:

Discover the Charm of Charm City by visiting icma.org/about-baltimore.

Baltimore Host Committee Video Shown at the San Antonio Annual Conference



YouTube URL: <https://youtu.be/5a3gtNpoCw8>



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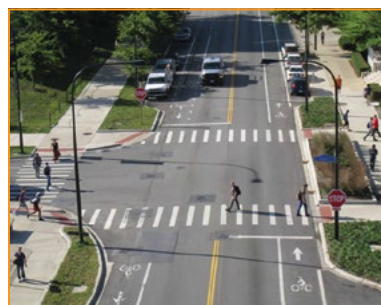
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IAMMA 22nd Annual Conference was a Smashing Success!

This year, the annual IAMMA conference, held on April 13, 2018, at the NIU Naperville Campus, continued its role as a leading young professional conference for local government professionals. With over 120 attendees, the largest attendance in several years, the conference was an opportunity for attendees to share best practices, learn from peers, and discuss skills sets needed to be effective leaders. Many thanks to those who attended, sponsored and presented at the conference. Without you, there would be no conference.

During the conference, the 2017-2018 IAMMA Executive Board honored individuals for their commitment to IAMMA and their dedication to the profession. These individuals were recognized during the conference. Congratulations to the following outstanding local government leaders.

Outstanding Manager Award

Wally Bobkiewicz, City Manager, City of Evanston

Gregory F. Ford Outstanding Member Award

Nicholas Wyatt, Assistant to the Village Manager, Skokie

Outstanding Member Award – Service

Daniel Peck, Marketing & Business Development Coordinator, Tria Architecture

Outstanding Member Award – Intern

Nicholas Lisle, Intern, St. Charles



Cheryl Hilvert Names Midwest Regional Director



ICMA announced in early March that Cheryl Hilvert has been appointed as the new ICMA Midwest Regional Director! She replaces David Limardi. Following a competitive process with 11 ICMA member candidates from the region, ICMA selected Cheryl Hilvert.

Cheryl started her new role at the beginning of March. For those of you who may not know Cheryl, she had a long career in local government here in Ohio. She has many connections with members in the region from her work on ICMA committees/task forces, teaching for ICMA University, serving as an ICMA regional vice president, and as an active member and board representative for the Alliance for Innovation. Cheryl also served on the OCCMA board including time as their president. You can reach Cheryl at (513) 442-9233 or chilvert@icma.org.

Illinois Department of Revenue Hosts Regional Workshops

The Illinois Department of Revenue will be holding informational workshops in calendar year 2018 to discuss items related to the allocation and distribution of taxes to local governments including updates on changes that have happened due to legislation. Some of the topics that will be covered will include: Annexations, Business District Taxes, sales tax, telecommunications tax, Personal Property Replacement Tax, changes in the reciprocal agreements for exchange of confidential information, the Annual Taxpayer Location Address List, and how to access the information available on our website. We will also discuss ways your local government can ensure your taxpayers are registered to report sales for your jurisdiction.

We encourage municipal officials, county officials and their staff members to attend the workshops. Clerks, treasurers, fiscal officers, and staff who are responsible for reviewing taxpayer listings or are directly involved in the financial operations of the local government would benefit from these workshops.

There are no fees associated with the workshops and no limit on the number of people from each local government who may attend. Please visit our website to register for one of the workshops dates at <http://tax.illinois.gov/LocalGovernment/Workshops/localgovworkshop.htm>.

Please provide the following information for each person attending the workshop when you register:

- Name
- Title
- Local government name
- E-mail address
- Address
- Telephone number
- Workshop date and location

If there are any questions, you can:

- Call: 217 785-6518 or
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- E-mail: rev.localtax@illinois.gov

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A headshot of Kathleen Weisenbach, a woman with long brown hair, wearing a dark blazer over a green top. She is smiling at the camera.

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ILCMA Holds Leadership Institute for Newly Appointed Managers/Administrators

ILCMA recently held a leadership institute for newly appointed managers/administrators who have been appointed within the last two years. This is an event that is held every two years. This day-long session will focus on the various complex relationships that exist in the life of a professional local government manager or administrator. Approximately fifteen new managers/administrators participated in the two events. Five basic areas were covered: elected board relations, staff relations, community relations, ethics and work/life balance. The presenters have years of experience in local government management in large and small communities from across the state. It took place at two locations: Elk Grove Village and Town of Normal.

ILCMA would like to thank Ray Rummel and Pam Reece, who provided resources as host communities, as well as the presenters of the many sessions:

What's Your Story?

Elk Grove Village Presentation: Greg Bielawski (Senior Advisor/Retired Manager, Carol Stream)

Normal Presentation: John Phillips (Senior Advisor/Retired Manager, Rock Island)

Elected Board Relations:

Elk Grove Village Presentation: Tom Mick (Village Manager, Park Forest) and John Ostenburg (Mayor, Park Forest)

Normal Presentation: Pam Reece (Town Manager, Normal) and Chris Koos (Mayor, Normal)

Work/Life Harmony:

Elk Grove Presentation: Bridget Wachtel (Village Manager, Flossmoor) and Mark Franz (Village Manager, Glen Ellyn)

Normal Presentation: Katy Rush (Retired Village Administrator/Vice President, GovHR USA) and John Phillips (Senior Advisor/Retired City Manager, Rock Island)

Lunch with ILCMA Senior Advisors:

Elk Grove Presentation: Greg Bielawski

Normal Presentation: John Phillips, Steve Carter, and Bob Kuntz

Staff Relations:

Elk Grove Presentation: Elk Grove Presentation: Randy Recklaus (Village Manager, Arlington Heights)

Normal Presentation: Steve Carter (Senior Advisor, Retired City Manager, Champaign)

Community Relations and Being Media/Communications Savvy in Today's Electronic World:

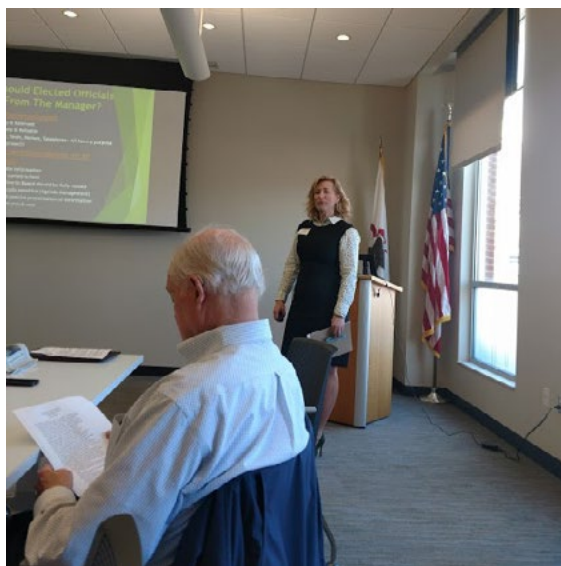
Elk Grove Presentation: Ray Rummel, Village Manager, Elk Grove Village and Maggie Jablonski, Assistant Village Manager, Elk Grove Village

Normal Presentation: John Phillips (Senior Advisor) and Bob Kuntz (Senior Advisor, Retired Manager/Administrator)

Leadership, Values and Ethics:

Elk Grove Presentation: Bob Kiely (City Manager, Lake Forest)

Normal Presentation: Katy Rush (Retired Manager/Administrator and Vice President, GovHR USA)



YOU ARE INVITED!

Economic Revitalization through Brownfields

Free Economic Development Brownfield Workshop
in Normal Illinois!

June 6, 2018, 9:15 a.m. – 3:00 p.m.

Town of Normal City Hall, 11 Uptown Circle

Uptown Station - 4th Floor

For Parking: 122 W Beaufort St., Normal, IL

Does your community have an abandoned building, old gas station or other potentially contaminated building that is impeding your communities' future growth? Do you have properties you are afraid to buy for fear of inherent liability issues? Often vibrant community spaces such as housing, parks, trails, and job-creating businesses can be developed on previously used sites, including brownfields.

The Illinois Environmental Protection Agency (EPA) Brownfields Program, Town of Normal, IL and the Technical Assistance to Brownfields (TAB) Program at Kansas State University present a **free brownfields workshop** on June 6th. Come learn how to identify State, Federal, and other financial and technical resources to address environmental and redevelopment issues for communities!

This workshop is designed to help communities gain a better understanding of what a Brownfield is, learn how Brownfield revitalization can be a part of your community's economic development strategy, and hear from state and national leaders on resources available to your community.

Who should attend? Local and regional government officials, not-for-profit economic and community development organizations, lenders and real-estate professionals, property owners, and anyone interested in learning about brownfields or financial resources for local redevelopment.

For more information contact:

Mike Charles, Illinois EPA, Mike.Charles@Illinois.gov, 217-785-3846

Margaret Renas, Delta Institute & KSU TAB Partner, mrenas@delta-institute.org, 312-554-0900

Sally Heffernan, Town of Normal, sheffernan@normal.org, 309-433-9908

REGISTRATION: There is no charge to attend, but registration is required by June 1st.

To register, go to the workshop webpage at: <https://www.ksutab.org/education/workshops>

Please share this information with your colleagues, clients, listservs and anyone you think would benefit from attending this workshop.

We hope to see you there!

This workshop made possible with funding provided by the US EPA



**Metro Managers Association
Annual Golf Outing
Thursday, May 17, 2018**

Village Links Golf Club
485 Winchell Way
Glen Ellyn, IL 60137
630.469.8180



11:00 AM Shotgun Start (Lunch on the course during play - Hot Dog or Brat, Chips and Drink)

4:00 PM Golf contest winners, raffle prizes, appetizers and 19th hole refreshments

Cost \$75.00 per person (payable online through ILCMA at <https://www.ilcma.org/events/metro-golf-outing> by April 26th)

Please Print:

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Municipality/Company: _____

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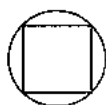
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Name	Organization	Phone	Email

Note: Limited availability not to exceed 80 golfers. First-come first-serve basis.

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Managers*



Please send completed form to:
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Scholarships Now Available to Attend the Summer Conference

The following scholarship opportunities are available for students to attend the ILCMA Summer Conference June 13 – 15, 2018 at The DoubleTree and Gateway Conference Center in Collinsville, IL

ILCMA Summer Conference Scholarship

ILCMA is pleased to offer three (3) scholarships to its summer conference to MPA students. The scholarship provides for conference registration, which includes all meals, and room accommodations. Winners of the same gender may be asked to share a hotel room. You must be currently enrolled as a full-time student and be planning on a career in local government management (municipal or county). To apply, send a pdf file that includes a letter indicating why attending this conference would be beneficial to you and include a statement of career goals. Also include a letter of recommendation from either your intern supervisor or faculty advisor. The application should be sent by May 18, 2018 to Dawn Peters at dpeters@niu.edu

The Sommer Foundation Scholarship

The Sommer Foundation is offering two (2) student scholarships to attend the summer conference. The Sommer Foundation scholarship is available to MPA students whose focus is municipal government. The scholarship provides for conference registration, which includes all meals and room accommodations. Housing expenses will be capped at the single occupancy hotel rate and awardees of the same gender may be asked to share a hotel room. The Foundation will be accepting applications until May 18, 2018. To apply, send a pdf file with a letter of introduction and how the conference will help you meet your professional goals along with your resume and a professional or academic reference letter to:

Bob Irvin

Vice Chair

The Sommer Foundation

bob.irvin.716@gmail.com

If you have further questions, please contact Bob at 847-604-3989.

Banovetz Fellowship Deadline May 18!

ILCMA is pleased to announce that applications are now being accepted for the ILCMA Banovetz Local Government Fellowship. Established by the Illinois City/County Management Association (ILCMA) to encourage the best public administration students to pursue a career in local government management, the fellowship will provide \$2,000 in support money for the academic year. The student recipient(s) of the Banovetz Illinois Local Government Fellow will be introduced to the ILCMA membership at its annual meeting at The DoubleTree in Collinsville, IL from June 13 - 15. The winner(s) will be a guest at the conference with all expenses paid including registration and hotel.

The fellowship is named in honor of Professor Emeritus James M. Banovetz, whose 35-year academic career was devoted to the professional education of students for careers in local government management, and to the enhancement of graduate education in public administration throughout Illinois. The program seeks to continue Professor Banovetz's efforts by encouraging students at all Illinois colleges and universities to consider local government management as a desirable career option. The membership of ILCMA has made the fellowship a continuing program, providing one or more students each year with a fellowship having a cash value that approximates the equivalent of a one-year tuition grant.

To qualify for the fellowship, a student must have successfully completed at least nine hours of the coursework required for a master's degree program in public administration or political science at a university in Illinois. Further, the recipient must make a personal commitment to pursue a professional career in local government management.

If you meet the criteria, please consider submitting your material for this \$2000 fellowship by May 18. You can submit it via e-mail as a pdf. Let me know if you have any questions.

For more information on scholarship opportunities, please visit the ILCMA website at www.ilcma.org.



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“Ferguson: The Rush to Judgment” - DON'T MISS THIS VERY SPECIAL SESSION AT THE UPCOMING SUMMER CONFERENCE! John Shaw, former city manager, Ferguson, and Pam Hylton, former assistant city manager, Ferguson, will discuss the roles they filled as they navigated through this incredible experience. They will also share the critical lessons learned including the elected officials' role and police and employee preparedness. The final half hour of the session will include round table discussions to bring the issue home and will be led by Dr. John Nalbandian.

For complete information about the summer conference which takes place June 13 – 15 in Collinsville, visit <https://www.ilcma.org/conferences/>.

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7th Annual Women's Legacy Conference

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May 18, 2018

NIU Naperville Campus*

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REGISTRATION DEADLINE: MAY 14, 2018

*Northern Illinois University (NIU) campus in Naperville,
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For more about the Legacy Project, please visit www.legacyprojectnow.org



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➤ **CREATING A CULTURE FOR CULTIVATING
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Thursday, May 10 | 1:00 – 2:30 p.m. ET

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➤ **TAKING SMART RISKS AND REBOUNDING
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Thursday, October 25 | 1:30 – 3:00 p.m. ET

➤ **GAINING PROJECT SUPPORT FROM YOUR
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Wednesday, November 14 | 2:00 – 3:30 p.m. ET

Register now at:
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Job Mart

Click here to see job listings

<https://www.ilcma.org/jobs/>



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ILGNet is now ILCMA Community Resource Network



The communication tool for ILCMA and IAMMA has been updated. If you already subscribe to ILGNet you don't need to do anything to continue utilizing this tool. If you haven't joined you should know that this system is the web portal for knowledge and communication sharing for ILCMA and IAMMA members. ILCMA Community Resource Network provides the following features:

- Displays the most current 10 questions asked
- Enables you to search question and answer history
- Allows you to build your own profile so that it is personalized to your interests
- Ability to opt in/out of categories and tailor options for receiving information
- Ability to capture, store, sort and view all current and archived information
- See the latest questions from both associations – as well as your topics of interest
- Ability to respond to a posted question as well as an emailed question

To join please go to www.netqa.org/ILGNET/_cs/GNSplash.aspx or www.ilcma.org. and follow the instructions.