

# City/County Management IN ILLINOIS

Volume 14 No. 3

Strengthening the quality  
of local governance through  
professional management

OCTOBER  
2018



## Calendar of Events

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

October 3  
**Legacy Luncheon**  
Libertyville, IL

October 4  
**SWICMA**  
Columbia, IL

October 11  
**Legacy Project Seminar**  
**"Breaking Through Bias"**  
Schaumburg, IL

October 18  
**ILCMA Professional Development**  
Lombard, IL

October 18  
**Metro Managers Luncheon**  
Lombard, IL

November 1-2, 2018  
**SWICMA/Downstate**  
Collinsville, IL

November 7  
**Legacy Luncheon**  
Elk Grove Village

November 14  
**ILCMA/IAMMA/Metro**  
**Professional Development**  
Naperville, IL

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**Census  
2020**  
**MAKE SURE ILLINOIS COUNTS.**

## Happy Autumn!



## President's Column

### ILCMA Professional Development

*by Sharon Tanner, Chair ILCMA Professional Development Committee & Assistant Village Manager, Glencoe*

When I think about some of the most innovative projects I've worked on and the programs that had the most impact on my community, they have something in common: each was sparked by a great idea. Many times, those ideas were formed in professional development.

As members of ILCMA, we never have to go it alone when it comes to generating ideas. It's easy to forget just how lucky we are to be able to learn from our peers. Instead of guarding great ideas for fear of losing a competitive advantage, we share them. Taking part in discussions about novel approaches, innovative solutions and model programs – while also networking with peers and building relationships – is what the ILCMA professional development program is all about.

ILCMA is in the business of sparking great ideas through professional development, with a series of monthly training seminars, pre-conference workshops and the annual Financial Forecast Forum. ILCMA's professional development programs feature industry experts and local government professionals eager to share their experiences and lessons learned for the betterment of our profession. The Professional Development Committee spends a great deal of time brainstorming, discussing and developing training topics to ensure that programs are timely, relevant and bring a fresh perspective.

In the upcoming year, professional development programming will reach a wide range of topics, including council-manager dynamics, managing the ever-changing social media environment, staying connected with your organization, employee engagement and even personal development and the importance of self-care. ILCMA will also partner with IAMMA to host a viewing of All the Queen's Horses, to be followed by a panel discussion featuring city manager, finance, employment law perspectives and more.

ILCMA's professional development delivers a big bang for your buck. For just \$35 and three hours of your time, the monthly professional development seminars are great idea incubators that can lead to your community's next great initiative. The Financial Forecast Forum is an information-packed day, covering everything from economic trends, to retail, to pensions and more. Pre-conference workshops are an awesome way to kick-start your winter and summer conferences experience.

If you have attended ILCMA professional development events in the past, we look forward to learning with you again this year. If you have not previously attended an event, we hope that you will consider attending a program this year. The next great idea is waiting for you.

## Who's Who Directory Update

**Joe Breinig**, formerly the village manager in Carol Stream, is the new deputy executive director for the DuPage Mayors and Managers Conference. His new contact information is:

Joe Breinig  
Deputy Executive Director  
DuPage Mayors and Managers Conference  
1220 Oak Brook Road  
Oak Brook, IL 60523  
Phone: 630-571-0480 x 225  
Email: jbreinig@dmcc-cog.org

**Bob Mellor**, formerly the assistant village manager in Carol Stream, has been appointed as the new village manager in the same community.

**Tim Wiberg** has been appointed as the new village manager in Brookfield. He was formerly the village manager in Lincolnwood.

ILCMA extends its sympathy to the family and friends of **Chester Kendzior**, long-time village manager in Riverside. ILCMA has made a donation in his memory to the ICMA Fund for the Profession.

## Welcome New Members

Michelle Binns, PFM  
Kim Bradford, Chief Operating Officer,  
Alliance for Innovation  
Jean Bueche, Management Analyst, Village of Hinsdale  
Bria Carter, Student  
Carie Anne Ergo, Village Administrator, Village of Itasca  
Ryann Howard, Student  
Jennifer Thompson, Marketing & PR Manager,  
City of Rochelle

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# Legacy Project

ADVANCING WOMEN IN LOCAL GOVERNMENT

## 4th Quarter 2018 Luncheons

*Brown Bag (bring your own)*

### Wednesday, October 3

Libertyville Village Hall

118 West Cook

Libertyville, IL 60048

[RSVP for Libertyville](#)

### Wednesday, November 7

Elk Grove Village Hall

901 Wellington Ave

Elk Grove, IL 60007

[RSVP for Elk Grove](#)

### Wednesday, December 5

Sikich LLP

1415 W. Diehl Road, Ste. 400

Naperville, IL 60563

[RSVP for Naperville](#)

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

Please join us for interactive discussion on topics of particular interest to women working at all levels of local government.

## *Are You Ready for the Next Step?*

*The Prep. The Search. The Message.*

*The Look. The Results.*

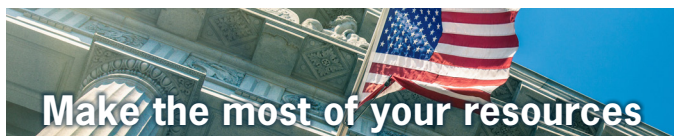
Heidi Voorhees and Joellen Cademartori of GovHR USA will join us to help you answer the question - *Are You Ready for the Next Step?* Ms. Voorhees and Ms. Cademartori will cover how to prepare and how to search for your next step. In addition, they will provide you tools to help determine your message and prepare your look, so that you can achieve the results you are seeking.

Ms. Voorhees has more than 30 years' experience in executive recruitment, general management consulting and local government administration and is President of GovHR USA. Ms. Cademartori is a seasoned manager, with expertise in public sector human resources management. Ms. Voorhees and Ms. Cademartori are co-owners of GovHR USA, a company that provides executive recruiting, management and human resources consulting, and professional development services.

To learn more about the Legacy Project, please visit our website:

[www.legacyprojectnow.org](http://www.legacyprojectnow.org)





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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:

Jim Arndt, Former City Administrator, Effingham  
Kathleen Gargano, Village Manager, Hinsdale  
Matt Fritz, City Administrator, Coal City  
Jim Grabowski, City Manager, Elmhurst  
Cara Pavlicek, City Manager, Oak Park



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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.

### Codes in Illinois

By Richard Piccolo, B & F Construction Code Services, Inc.

A safe community starts with a commitment to safety and a complete comprehensive set of codes and ordinances. This involves a well laid out comprehensive plan and enforcement of applicable codes, ordinances, standards and municipal policy.

An essential part of the plan is the adoption of a set of building related codes. In the State of Illinois, a municipality has the discretion to adopt codes. There are also mandatory codes adopted by the State.

The most commonly adopted model codes are published by the International Code Council, current edition 2018. There is also the National Electric Code published by the National Fire Protection Association, current edition 2017. The following is a list of codes with the areas they regulate:

International Building Code – provides the requirements for all structures other than single family homes, duplexes and townhomes. It regulates: structure, fire rating, construction type, egress, fire protection systems and proper use of construction materials.

International Mechanical Code – provides the requirements for mechanical systems including ventilation, duct work, exhaust systems and other mechanical systems.

International Fuel Gas Code – provides the requirements for gas piping systems and all gas fired equipment.

International Fire Code – provides the requirements for the installation of all fire protection systems and systems for the use of hazardous materials and processes.

International Existing Building Code – provides the requirements for the renovation, reuse and remodeling of existing buildings.

International Residential Code – provides the requirements for building, mechanical, electric and plumbing for single family homes, duplexes and townhomes. The Plumbing Chapters are typically deleted because of the Illinois Plumbing Code.

The National Electric Code, NFPA 70 – provides the requirements for all electric installations. It can be used for buildings including those regulated by the IRC.



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2420 Vantage Drive | Elgin, IL 60124

**Richard A. Piccolo**  
President  
Master Code Professional

Website: [Constructioncodes.com](http://Constructioncodes.com)

Phone (847) 428-7010 | Fax (847) 428-3151 | Email [rpiccolo@bfccs.org](mailto:rpiccolo@bfccs.org)

All of the above codes have to be formally adopted. They can be amended to make the codes stricter or less strict. The State of Illinois has adopted some codes which are mandatory. It is recommended they be included in the local ordinance, so out-of-state design firms see all applicable codes. The areas regulated by the State Acts are:

International Energy Code – provides the requirements for energy conservation including the thermal envelope and energy efficient mechanical and electric systems. This code cannot be changed and made less strict or stricter. This code is referenced in the State of Illinois Energy Conservation Act.

Illinois Accessibility Code – provides the requirements to make the built environment accessible to all people with disabilities. This code can be made stricter but not less strict by local amendments.

Illinois Plumbing Code – provided the requirements for all plumbing systems including drain, waste, vent and water distribution systems. Local amendments cannot be made less strict than the code. Local amendments to make the code stricter have to be submitted to the Illinois Department of Public Health for approval. The requirements are for all structures.

The Office of The State Fire Marshal has adopted the Life Safety Code, NFPA 101 edition 2000. This can be enforced by municipal Fire Departments and Fire Districts. There are two criteria; the local codes cannot make the Life Safety Code less strict and the OSFM allows the enforcement of a more current edition of the Life Safety Code.

*continued on page 14*

## 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.

### Utility Stakeholder Teams: A Collaborative Group Committed to Raising the Bar

By Lee Hartman, MGP, Inc.



In this example, high quality utility data would save the workers responding to this incident a lot of time and hassle. So while the quality of your utility data is important, it can also leave many municipalities wondering what they can do to improve it. Having great utility data increases stakeholder confidence, which, in turn allows for quick decision making in emergency situations and leads to better long term strategic planning about their assets. Partnering with communities, the GIS Consortium has proactively worked to solve this problem by formalizing utility stakeholder teams.

#### What is a Utility Stakeholder Team?

A Utility Stakeholder Team is an authoritative team responsible for the verification of local government data and processes specific to utilities. Each member is committed to increasing the data quality of each utility system and engaging in more collaborative efforts to reach a common goal. These teams can be focused on making decisions for one specific utility system or they can focus on decision making for multiple utility systems at once.

#### Identifying the Problem

In early 2017, Mundelein was losing confidence in the accuracy of their utility data, frustrated that it was becoming more of an irritation than an easy solution to day-to-day workflows. The inaccuracy in utility data was easy to see as as-built drawings – some almost a year old – were starting to pile up due to never being entered in the system. In addition, small corrections were not being addressed or communicated, and the staff was beginning to rely more



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on institutional knowledge and less on GIS or paper maps. This can be a dangerous proposition with early retirements or staff turnovers, and for Mundelein, it was becoming unworkable and the team needed to take action.

#### Working Together to Create a Resolution

To combat this problem, the GIS Specialist in Mundelein scheduled a meeting to bring together each manager from the Water, Wastewater, and Streets divisions within Public Works. During the meeting, they discussed what was working and what was not working and aimed to find a better way to get everyone on the same page.

To address data quality, the entire department committed to giving the GIS Specialist dedicated time in the office every day to enter project-based and ad-hoc corrections to the utilities. In addition, leaders in Public Works agreed to help prioritize the entry of large project-based updates that were missing, as well as review all the entries in GIS as they were completed. They designated a staff member for each utility system to serve as the point person for the GIS Specialist and field verify the asset, if needed. The Stakeholder Team documented the process, and each team member received a copy of the documentation. This ensures the process remains sustainable. They also created a standard for communication so the whole team stays informed on current projects and timelines. Finally, they continue to meet on an ad-hoc basis to search for efficiencies and refine the processes they have in place.

#### The Payout Will Be Positive

Make no mistake, this has been, and will continue to be, a multi-year process. While the current approach is working, the team will continue to evolve, identify more efficiencies,

*continued on page 11*

# SAVE THE DATE

# ALL THE QUEEN'S HORSES

## WHEN

**Wednesday, Nov. 14  
10 a.m. – 3 p.m.**

## WHERE

**NIU Naperville**

**1120 E. Diehl Road, Naperville, IL 60563**

**UNDERSTANDING FRAUD • What happened in Dixon? •  
Internal controls • Financial best practices • Communicating  
with elected officials and staff • Ethics • Employment law and  
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**Click here for registration information:**

**<https://www.ilcma.org/?p=8106>**

**WWW.ILCMA.ORG**

## AGENDA

**Film viewing  
Lunch & group  
discussions  
Expert panel discussion  
Q&A**

## DISCUSSION WILL FEATURE

**Best practices in finance  
Understanding fraud  
Internal controls  
Ethics  
Communication  
Employment law**

## SLATED PANELISTS

**Stan Helgerson**  
Retired Finance Director, Carol  
Stream

**Scott Shumard**  
City Manager, Sterling

**Mary O'Connor**  
Partner-in-Charge,  
Forensic & Valuation Services,  
Sikich

**Yvette Heintzelman**  
Partner,  
Clark Baird Smith LLP

## PRESENTED BY





## Congratulations 2018 ICMA Award Recipients

### Community Diversity & Inclusion

Under 10,000 Population

*CONNECTING OUR COMMUNITY TO BE MORE INCLUSIVE*

Bridget Wachtel, Village Manager and Alison Deitch, Assistant Village Manager, Flossmoor

### Community Health and Safety

10,000 to 49,999 Population

*A WAY-OUT PROGRAM: LAKE COUNTY OPIOID INITIATIVE*

John Lobaito, Village Administrator and Eric Guenther, Chief of Police, Mundelein

### Community Sustainability

Under 10,000 Population

*KENILWORTH 2023 INFRASTRUCTURE IMPROVEMENT PLAN*

Patrick Brennan, Village Manager, Kenilworth, Illinois

### SAVE THE DATE

Dec. 12, 2018 for the 2018 IAMMA/Metro Holiday Luncheon where these programs will be highlighted!

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### Anne Marie Gaura Top Ten Finalist for Leadership Trailblazer Award

The League of Women in Government (LWG) honored the top ten finalists of the first annual Leadership Trailblazer Award, one of which was ILCMA's own Anne Marie Gaura. There were fifty-six nominees from across the nation. Nominations were submitted primarily by local government professionals who wanted to see a dedicated colleague recognized on a national scale. A panel of judges from LWG and National Research Center, Inc. reviewed each nomination and selected the top ten finalists. The winner, Opal Mauldin-Jones, City Manager, Lancaster, TX was announced at the League's 3rd Annual Symposium on September 22nd in conjunction with the ICMA Conference in Baltimore, MD. This year's award recipient will also be the first person inducted into the League of Women in Government Hall of Fame.





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# IML Managers Monthly Column

## IML Managers Committee Report Legislative Update

Walter Denton, City Administrator, City of O'Fallon

Since the legislative session ended, the IML City Managers Committee has been keeping a close eye on which bills have been signed or vetoed by Governor Rauner. The following is a summary of bills of municipal interest.

### Bills Signed by Governor Rauner

- Government Severance Pay Act: A unit of government that enters into a contract or employment agreement can only provide a maximum of 20 weeks of severance pay.
- Small Wireless Facilities Deployment Act: provides the regulations and process for permitting and deploying small cell wireless facilities. The law provided until August 1 for municipalities to enact allowed rates, fees and terms regarding the deployment of small wireless facilities. In the absence of an ordinance that complies with the Act, and until such an ordinance is adopted, wireless providers may deploy small wireless facilities and install utility poles in accordance with the Act and with no municipal participation.
- Cash-based Accounting: to clarify the authority of local governments to file audit statements using either the cash basis method of accounting or the accrual basis. The new law allows municipalities to file cash basis accounting statements with their audit. In 2017, the Comptroller issued a letter stating that units of local government filing cash basis statements with their audits were out of compliance. The new law is a favorable result of months of dialogue initiated by IML to preserve cities' local authority to determine their own audit procedure.
- Qualifications-Based Selection (QBS): The new law will allow non-home rule units of government to forego QBS requirements if the costs of the project is less than \$40,000. The previous threshold of \$25,000 was eroded by years of inflation as costs on projects increased. The new law also establishes that the threshold will increase annually to reflect the impact of inflation. This change goes into effect on January 1, 2019 and is an IML initiative.



### Bills Vetoed by Governor Rauner

- EMS bills: HB 126, HB 127, and HB5221 would add paramedics, who do not perform firefighting duties and are employed by a unit of local government to the definition of firefighter in regards to the Illinois Public Labor Relations Act, Public Safety Employee Benefits Act, and Public Employee Disability Act (PEDA). This would have given paramedics interest arbitration, PSEBA, and PEDA benefits.
- Fire Chief Selection: The Governor vetoed legislation intended to prohibit home rule municipalities from appointing a fire chief unless the candidate meets specific qualifications and certifications or has served in the fire department of the appointing jurisdiction for a minimum of 10 years.
- It is expected that these bills will reappear during the Veto Session (November 13-15 and 27-29).

A complete list of IML tracked bills approved by both chambers is available on IML's website at [www.iml.org](http://www.iml.org).

### ILCMA Thanks the Following Members for Staffing the IML Booth

Scott Smith, Charleston  
Roy Witherow, Lake Zurich  
Bob Barber, Beecher  
Robin Ellis, New Lenox  
JoAnn Hollenkamp, Carlyle  
Steve Vinezeano, Niles  
Tim Frenzer, Wilmette  
Doug Beckman, Thornton  
Jim Norris, Hoffman Estates  
Sharon Schallhorn, Bureau County  
Joe LaMargo, Orland Park  
Brian Townsend, Schaumburg  
Rob Sabo, Highland Park  
Terry Summers, Monticello  
Melissa Hon, Bloomington  
Dawn Peters, ILCMA

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MGP, Inc., continued from page 6

and enhance communication strategies. Because of this collaboration, the staff in Mundelein uncovered the following in the past year:

- A buried manhole that the sewer division was able to expose and raise to grade during a construction project
- Correct the spatial location of all water utilities using satellite imagery from a road patch that was not located on a previous construction drawing before the road was reconstructed
- Quickly verify the installation of a water main that was completely different from what was on the completed as-built

## The Future is Bright

Having a utility stakeholder team in place is just the foundation for elevating the confidence and utility data accuracy. In Mundelein, they are continuing to build and innovate their procedures by leveraging additional technology such as Asset Management or others. This type of progress is infectious and is continuing to spread to all facets of the community.



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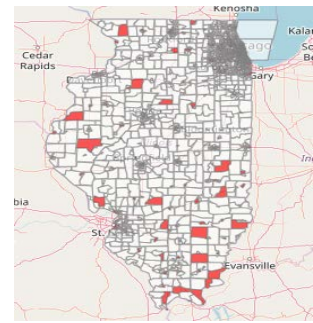
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# Opportunity Zone Program

## Statewide Forums



The Office of Governor Bruce Rauner invites you to an **Opportunity Zone Forum** in anticipation of the official federal rules and guidance. The forums will bring together leaders to begin discussions on implementation and how best to utilize the program. Agency representatives from the Illinois Department of Commerce and Economic Opportunity, the Illinois Housing Development Authority and the Illinois Finance Authority will be on hand to aid the discussion. **The forums are free and open to the public.** Topics to be covered will include tax benefits, identifying zone locations and providing networking possibilities with strategic partners. We hope you can join us!

### **Rosemont-October 4, 2018**

**8:30 a.m.-12:00 p.m.**

*The Don E Stephens Convention Center  
5555 N River Road*

### **Decatur-October 10, 2018**

**1:00 p.m.-4:30 p.m.**

*Richland Community College  
Shilling Education Center-1 College Park*

### **Belleville-October 11, 2018**

**1:00 p.m.-4:30 p.m.**

*Southwestern Illinois College-Liberal Arts Building  
Room 2311-2313  
2500 Carlyle Avenue*

To RSVP for one of these events, please visit

<https://www.illinois.gov/dceo/Pages/OppZoneForums.aspx>

to register since space is limited.





## Senior Advisor Column

by Steve Carter

### Holy Cow! Political Crazyness

Do you shy away from watching television news programs? Do you hit “mute” every time a political ad comes on? Do you avoid talking about politics with friends or family if you are unsure of their political leanings? And now, political crazyness is showing up in your community and among your council members. Your Council is divided. They are fighting with each other. They are attacking each other in social media, in the traditional media, at the meetings. Staff is anxious about what is going to happen. The public is losing confidence that Council’s decisions reflect what is best for the community. What to do?

First, what not to do:

- Don’t pretend everything is OK.
- Don’t pretend it will soon go away and return to “normal.”
- Don’t go in your office and close the door.
- Don’t participate in the crazyness.
- Don’t take sides.
- Don’t get caught in the middle between warring factions.
- Don’t take out your frustrations on your staff, your family or your pet.
- Don’t start looking for a new job.

### Some things to do:

- Remember what John McCain said in his final letter: “We have always had so much more in common with each other than in disagreement. If only we remember that and give each other the benefit of the presumption that we all love our country (community).”
- Provide professional, objective leadership and continue providing quality services to your citizens.

- Hang the ICMA Code of Ethics in your office if not there already, and show it to those who come to your office and point out key guidelines.
  - Work with Council to develop a strategic plan, creating a consensus around priorities, goals and projects.
  - Focus on achieving Council priorities, goals and projects.
  - When personal disagreements arise, remind everyone that the main purpose is to accomplish their goals to best serve the community.
  - Encourage Council members to develop ground rules for how they function, or if they have them, remind them when they forget what they are.
  - Communicate, communicate, communicate—honestly and often:
    - With each of your elected officials. Let them know you work for all of them. You want them to be successful. There are many important issues that need Council leadership. They need to work together. They can disagree without being disrespectful. Majority rules. You know how best to appeal to your Council members.
    - With your management team. Let them know you are working with your Council. You all need to work together, communicate, not get involved in the “noise,” continue to provide professional leadership in their area of responsibility, and provide support for one another.
    - With your employees. Let them know how important they are in providing the services the community depends on. You and the management team are working with your Council to help them address the issues facing your community.
    - With the public. Let them know that while there are some divisions on the Council, you and your staff are working with them to address the important issues facing the community. Stress the professional approach that characterizes the organization. When there is false or misleading information, make sure accurate information is provided quickly.
    - With your peers or Senior Advisor when you need a fresh perspective or a friendly face.
- \*Keep trying, don’t stop.  
\*Be visible.  
\*Be positive.

Be the best you can be, because your staff and your community are counting on you. When there is so much negativity, when government and politics seem to be in turmoil, your community needs reassurance that basic services are still being provided efficiently and effectively. That is what leadership in difficult times requires. You can do it!

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*B & F Construction Code Services, Inc., continued from page 5*

There are some types of occupancies, which have to comply with the OSFM because of state licensing requirements such as; hospitals, day care centers and casinos.

If a municipality chooses to create local amendments, they should be reviewed carefully so they do not create conflicts. Before a municipality can adopt and start enforcing a new code, they have to notify the Illinois Capital Development Board. There is a form on their website, which can be used for this reporting.

Once a municipality has their codes in place, the local inspectors have the tools they need to create a safe environment for those who work, live and play within the community.

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## ILCMA Memberhip 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	<a href="mailto:jdkolata@hotmail.com">jdkolata@hotmail.com</a>	309-525-2359
Janet Matthys	<a href="mailto:janetmatthys@gmail.com">janetmatthys@gmail.com</a>	708-698-1523
David Nord	<a href="mailto:dave3441@yahoo.com">dave3441@yahoo.com</a>	815-520-9757
Tim Ridder	<a href="mailto:timothyridder@hotmail.com">timothyridder@hotmail.com</a>	309-236-0929
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**Oct. 18, 2018 – NIU-Naperville**

*Comparing Performance Measurement & Performance Management for Public Organizations: An Introduction - What's The Difference? Why Are These Terms Confused & How Are They Related?*

**Oct. 24, 2018 – DeKalb County Community Foundation**

*Strategic Leadership for Nonprofit Staff & Boards*

**Nov. 1, 2018 – NIU-Naperville**

*Fund Development Plan 101– If You Don't Know Where You Are Going; You Won't Get There*

**Nov. 7, 2018 – Giving DuPage/DuPage County Administration Building**

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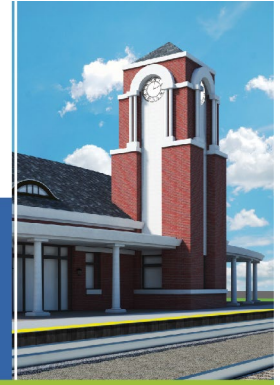
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## ILCMA Members Become ICMA Credentialed Managers

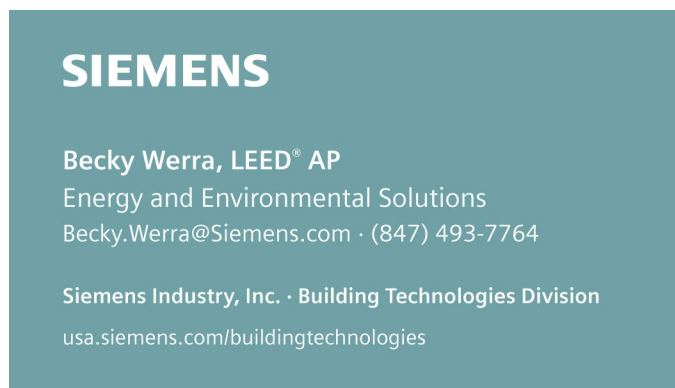
**Anne Marie Gaura**, MIT, recently received the International City/County Management Association (ICMA)'s Credentialed Manager Candidate designation. He will become an ICMA Credentialed Manager in November 2020.

### ***Interested in Becoming a Credentialed Manager?***

The Application Deadlines and Fees are:

- January 3
- April 3
- July 7
- October 2

In addition to the \$75 cost of the Applied Knowledge Assessment, the online application fee is \$50. Paper applications are no longer available.





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## 2018 Seminar

**Thursday, October 11**

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**9:15 a.m.:** Session Begins

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\$95 Membership Dues &  
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A copy of Andrea Kramer and Alton Harris's *Breaking Through Bias* is included with registration.

## *Breaking Through Bias*

*Communication Techniques for Women to Succeed in the Work*

As the topic of our most recent Legacy Book Club discussions the book, *Breaking Through Bias*, by Andrea Kramer and Alton Harris, was very much enjoyed. So we are now thrilled to announce that Ms. Kramer and Mr. Harris will be our presenters for the Legacy



Project's 2018 Seminar. The seminar will be an interactive session that includes identifying and overcoming the discriminatory effects of gender bias. In addition, Andie and Al will lead an important discussion of realistic career situations and decisions that could be affected by gender bias – and how to minimize the likelihood of this happening.

Attendees will gain:

- ⇒ An understanding of the operation of gender stereotypes and workplace bias;
- ⇒ A recognition of the bottom line value of truly diverse leadership teams;
- ⇒ Techniques to use to show how to be effective, and skillful leaders, without triggering stereotype backlash;
- ⇒ An appreciation of the role men and organizations can play in assuring that women can advance as fast and as far as the men while minimizing the gender bias negatively influencing career-affecting decisions.

Register early to reserve your spot! Registrations received before May 5th, will be able to pick up their book at the Legacy Conference on May 18th.

To learn more about the Legacy Project, please visit our website:

[www.legacyprojectnow.org](http://www.legacyprojectnow.org)





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➤ **GAINING PROJECT SUPPORT FROM YOUR TEAM, ELECTED OFFICIALS, AND THE PUBLIC**

Wednesday, November 14 | 2:00 – 3:30 p.m. ET

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## Midwest Leadership Institute

*Helping local government navigate a complex world in a time of disruptive change*

### Approach

A basic premise of the Midwest Leadership Institute is that successful outcomes in local government require a deep understanding of interpersonal leadership. The ability to understand individual and organizational behavior and the ability to diagnose why people act the way they do is crucial. The courage and discipline to admit when you do not know what you do not know, which requires you to know yourself and your emotions, is also a focus of the Institute.

### Who Should Attend

Local government professionals including chief administrative officers, assistants, and department heads interested in advancing their career who would like to:

- Thrive in an increasingly complex world with multiple personalities, competing self-interests, questionable ethics and the prominence of the information age.
- Function in a complex world with challenges facing local government professionals that can make leaders feel like the healthiest person in the emergency room.
- Implement sound judgment, an important concept of the Institute, which will help guard against blind pathology and acting without the proper analysis.

The Institute customizes learning to the needs of the participants. Learning in teams focusing on real world local government scenarios is a critical component of the Institute.

### Curriculum

The Institute is an intensive 4.5-day program with both an internal self-focus and an external organizational focus. The Institute consists of nine learning pods including lectures, exercises, team discussions and team presentations.

The nine learning pods are as follows:

1. Leadership in the New Order of Things and Fundamental Concept for Leading People
2. Judgment – The Foundation to Successful Leadership
3. Emotions – The Ultimate Motivator
4. Self-Awareness – Overlook at your Own Risk
5. Resistance, Motivation and Performance
6. The Unique Challenges of Public Sector Ethics
7. Groups Committing to Reality
8. Aligning Goals, Tasks and Relationships
9. Balancing the Competing Needs of Work, Family and Self

If you are an **ICMA Credentialed Manager**, the Institute includes practice areas 1, 4, 5, 6, 8, 13, & 14.

### Instructors

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- Daven Morrison, M.D.
- David M. Limardi, Midwest Regional Director, ICMA, MPA, ICMA-CM
- Robert Kiely, City Manager, Lake Forest, MPA, ICMA-CM

### Logistics

Each program is limited to 40 participants to ensure time for one-on-one individualized coaching as well as small group and all-participant events. Tuition for the entire 4.5-day Institute is \$2299 and includes course materials, continental breakfast daily and lunch four days. Organizations that send multiple participants are eligible for tuition discounts. Please see below for contact information. Special group rates are available. Please contact Dawn Peters for information.

The Institute will be held **April 29 – May 3, 2019** at Northern Illinois University's Naperville campus, 1120 East Diehl Road, Naperville, IL.

Visit [www.cgs.niu.edu/midwest\\_leadership\\_institute](http://www.cgs.niu.edu/midwest_leadership_institute) for more program details and area lodging options. Please contact Dawn Peters at [dpeters@niu.edu](mailto:dpeters@niu.edu) or call her at 815-753-0923 with questions.

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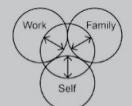


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John Phillips  
309-428-5495  
phillipsjohn99@gmail.com

Robin Weaver  
630-835-6417  
rweaver3333@gmail.com

## 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
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