

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

Illinois Roofing Advisory Board

November 14, 2023

Time: 11:00 a.m.

Adjourn: 1:04 p.m. (McMillin/Gorman)

Location:

Video Conference Call
Chicago office Room 5C1
Springfield office Room 376

Board Members Present:

Rod Petrick, Chairman
Travis Gorman, Member
Doug Sutton, Jr, Member
Brian Cronin, Member
Michael McMillin, Member

Board Members Absent:

Anthony Roque, Vice-Chairman
Mitch Kaiser, Member

Staff Present:

Jim Koehl, Board Liaison
Ron Almiron, Legal Counsel
Amy Erickson, Legal Counsel
Gwendolyn Payton, Legal Counsel

Topics:

Discussion:

Action:

Roll Call

Approve Minutes

August 1, 2023 minutes

Cronin/Sutton moved to approve the August 1, 2023 minutes.
Motion carried.

Old Business

Roofing Examination

Provided an overview of the August 17, 2023 Web-Ex meeting with Mr Almiron, Mark Thompson, and Mr Koehl to discuss the exam concerns of the Board in order to improve communication and the progression of the roofing exam.

Old Business (con't)

There was general discussion by the Board and Mr Almiron with regard to the study material and references to the NCRA Technical Manual. It was suggested to add the NCRA website link to the testing material so the applicant can better prepare for the exam.

New Business

Disciplinary Statistics Report

Mr Koehl reviewed the report for those in attendance.

Election of Officers

Mr Almiron noted that Election of Officers should be held at the next meeting.

Closed Session

Deliberate cases

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

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

Sutton-yes
Gorman-yes
Petrick-yes
McMillin-yes
Cronin-yes

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

The session closed at 11:51 a.m.

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

(Gorman/Cronin) moved to come out of closed session at 12:55 p.m.
Motion carried.

Open Session

Cases Deliberated in Closed Session

Apex Roofing	22-7397	McMillin/Sutton moved to suspend 104-016356 with a \$10,000 fine and to revoke acceptance of 105-007936 as qualifying party with a \$10,000 fine. Motion carried.
Clayton Knox	22-4744	Gorman/Cronin moved to revoke acceptance of 105-002443 with a \$10,000 civil penalty. Motion carried.
Thomas Piper dba Piper Roofing	21-9850	McMillin/Sutton moved to to indefinitely suspend 104-012962 a minimum of one year and revoke acceptance of 105-006335 as qualifying party with a fine of \$10,000 on each. Motion carried.
Goodman Exteriors LLC	22-7930	Petrick/Gorman moved to indefinitely suspend 104-019382 with a \$10,000 fine and to indefinitely suspend 105-9943 as qualifying party with a \$10,000 fine. Motion carried.

Motion to keep closed minutes closed (Petrick/Gorman). Motion carried.

Motion to approve the closed minutes of August 1, 2023 (Cronin/McMillin). Motion carried.

Board Chairman Time

Look at adding the NCRA link to the CTS website for roofing exam applicants for reference.

Confirm February 13, 2024 as the next board meeting inviting Dr Ron Rodgers to go over the exam information.

Board Chairman Time (con't)

Chairman Petrick thanked the Members for their time and work on the Board.

Board Liaison Time

Next meeting date

The next meeting will be set for February 13, 2024.

Adjournment

McMillin/Gorman moved to adjourn the meeting at 1:04 p.m.

Motion carried.

Exceptions and Comments

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