



# IAFPD 77th Annual Conference

## JUNE 24-26, 2021

Hosted at a new location and in a new facility with the option to attend virtually!  
I-Hotel and Conference Center, Champaign, IL



## *Hindsight is 2020: Where do we go from here?*

### ***A Message from Your Conference Committee...***

As we follow a year of constant cancellations, ongoing challenges and major setbacks, the conference committee selected "**Hindsight is 2020: Where Do We Go from Here**" as the 2021 Annual Conference theme.

This year's conference will present **many new concepts** including fewer programs and social events, but an opportunity to learn and interact in a safe and socially distant environment. Please note that all COVID guidelines in place at the time of the conference will be observed. We are thrilled to welcome our members to a **new city that has a brand new a state-of-the-art conference center** fully equipped for our unique meeting needs during these uncertain times for gathering.

IAFPD has embraced the current times by offering a **new format that has limited in-person attendance with the option to join the entire event online!** The easy-to-navigate virtual platform is more appealing than a zoom meeting and allows members who want to learn, interact, and ask questions, but prefer to stay home, the option to do so! Virtual attendees receive all the same benefits of those joining us in Champaign including a special delivery that will arrive just a few days before the event. This will include their event program, materials and sponsored gift items. Online attendees may join one session live and also get access to all other programs after the conference concludes.

The **new schedule** presents fewer sessions but the same high-quality programs our members and speakers that have grown to expect from our conference. There have been plenty of legal and legislative changes since our last conference (2019) and the program covers many of these new developments that your fire protection district needs to know. If you have legal questions, we have allotted time for you to get answers.

While social gatherings are very limited this year, we plan to hold two ceremonies that have become IAFPD Conference traditions. The raising of the flag to honor our country and tradition of the fire service will be on Friday morning and a Fire Service Memorial to honor those we have lost during this pandemic will be held Saturday morning. There will also be an opportunity on to tour the Illinois Fire Service Institute for those folks who have not seen or experienced what they have to offer your fire district.

A **one-day tradeshow** on Friday afternoon provides exclusive time to visit vendors and sponsors (onsite and online!). It has been two years and there will be plenty of new products, services and vehicles showcased indoors, outdoors and on the home page of the virtual platform. We will use this time to recognize members with multiple years of service as trustee, outstanding service recognition, live infomercials and give away door prizes during the show hours.

IAFPD is proud to present this opportunity to gather members from rural, suburban, metropolis, full time career, paid on call and totally volunteer fire departments all under one roof. Trustees, fire chiefs, attorneys, treasurers, and administrative personnel can all benefit from this great conference.

***We look forward to seeing you in Champaign or Online June 24-26, 2021.***

*Ken Yeakley, Hammond FPD*  
**Program Chairman**

*Brett Kunkel, Shoal Creek FPD*  
**Exhibit Chairman**

- Essential Trustee Training
- Legislative Update
- Interactive Tradeshow
- Networking Opportunities
- Continuing Education Credits
- Fire Service Memorial
- Recognition Awards



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### Notice to IAFPD Members:

The Annual Membership meeting will be held in conjunction with the 77th Annual Conference on Thursday, June 24, 2021 at 4:45 pm at the I Hotel, 1900 S. 1st St, Champaign, IL 61820.

Members attending in person will be subject to COVID-19 screening, social distancing, and any other then applicable gathering restrictions under applicable Executive Orders or mandates in effect at the time of the meeting.

**Membership Credentials Certification is required to vote at the Annual Meeting.**

**One vote per District by Credentials or by Proxy. The Proxy was mailed to your fire protection district's primary mailing address.**

### 2021 Conference Committee:

**Program Chairman:**

Ken Yeakley, Hammond FPD

**Exhibit Chairman:**

Brett Kunkel, Shoal Creek FPD

**Committee Members:**

Jeff Bryant, Amboy FPD

Carolyn Welch Clifford, Ottosen Law

Ann Joyce, Dunlap FPD

Shawn Flaherty, Ottosen Law

Chief Jim Grady, Frankfort FPD

Damon Schuldt, Kankakee FD

James Sinclair, Stobbs Sinclair & Livingstone, Ltd.

**Staff:**

Cheri Breneman, Association Administrator

Karrie Boardman, Administrative Assistant

Kathy Ridley, Digital Meeting Strategist

Tamiko Kinkade, Graphic Artist

### At-a-Glance (Full) Conference Agenda (Subject to change)

THURSDAY, JUNE 24	EVENT/PROGRAM
7:00 am – 5:00 pm	Registration Open
8:00 am – Noon	ETT Part 1: Organization & Administration
9:00 am – 11:15 am	Educational Sessions
11:15 am – 12:30 pm	Lunch-On Your-Own
12:30 pm – 4:30 pm	ETT Part 2: Finances, Procurement & Legal Liability
12:30 pm – 4:00 pm	Educational Sessions
4:15 pm – 5:00 pm	Social Event (Subject to COVID guidelines)
4:45 pm – 6:00 pm	Annual Membership Meeting & Open Forum
FRIDAY, JUNE 25	EVENT/PROGRAM
7:00 am – 4:00 pm	Registration Open - hotel breakfast
8:00 am – 10:30 am	Vendor Move in - (2) locations
8:30 am – 10:30 am	Opening Session (w/break)
11:00 am	Flag Raising
11:00 am – 5:00 pm	Exhibits Open & Door Prizes
12:00 pm	Lunch (grab-n-go)
1:00 pm – 3:30 pm	Industry Informercials
2:00 pm	Honor & Recognition Awards
4:00 pm	Happy-Hour (Subject to COVID guidelines)
5:00 pm – 6:00 pm	Exhibits Move Out
5:00 pm – 7:00 pm	Sponsor Hosted Receptions (Subject to COVID guidelines)
SATURDAY JUNE 26	EVENT/PROGRAM
7:00 am	Registration Open/Donuts & Coffee
8:00 am – 8:30 am	Fire Service Memorial (earlier start time)
8:30 am – 12:30 pm	ETT Part 3: Personnel & Human Resources
9:00 am – 11:15 am	Educational Sessions
11:15 am – 12:30 pm	Lunch
12:30 pm – 2:30 pm	Open Meetings Act for Fire District Officials
12:30 pm – 2:30 pm	Illinois Fire Academy Tours

**REGISTER NOW!**  
**Early-Bird Discount Ends June 15**

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

# General Information

## The Virtual Participation Option

Virtual participation is offered for anyone who wants to join the conference online from anywhere they have a good internet connection. The virtual attendees will receive email updates, useful tips and information to help ensure a smooth login process and successful virtual experience. The IAFFPD will use the individual email address provided on the registration process for this communication and access to the event. Attendees can access the virtual conference by desktop, phone or tablet.

## Conference Venue & Tradeshow Facility

The I-Hotel Conference Center is located on the University of Illinois campus near the State Farm Center and Illinois Fire Service Institute.

## Registration

All attendees **must register online at IAFFPD.org**. If you need assistance with online registration, please contact IAFFPD at 217-525-6620. Discount rates are offered for registrations received prior to June 15. Due to COVID, onsite registration is not permitted. Attendees must select one of two options for attending the conference: in person or online and upon completion of the registration process, they will receive an email confirming their registration and other important information about their participation. Online attendees may not attend in person and in-person attendees have limited access to online event.

**Registration Fees** are the same for in person and online participation. In person registration includes a name badge that allows admission to all educational sessions, tradeshow, special events. Online attendees will be shipped a meeting packet to the address provided with registration and will get immediate access to all educational sessions.

	Before June 15	After June 15
Full Conference	\$100	\$150
Spouse/Guests (in person)	\$25	\$25
Full Conference with ETT	\$200	\$250

## ETT Registration

This registration category includes the conference registration plus admittance to the 3-part (12-hour) Essential Trustee Training, session handouts, the 2021 Handbook for Trustees and Text of Laws, the certificates of attendance.

## Guests and Spouses

Due to capacity restrictions, guest and spouse registration will not be offered at this year's conference. The IAFFPD Conference welcomes your family to explore the city of Champaign-Urbana, but has not arranged any specific guest programs or activities due to the pandemic. Please invite them to explore the [VisitChampaignCounty.org](http://VisitChampaignCounty.org) website to learn more about area attractions within walking distance or a shuttle ride from the conference venue.

## Parking

Ample free parking is available at the I-Hotel Conference Center and at each of the hotels for hotel guests. A portion of the I-Hotel parking will be reserved for vendor displays and vehicles but should not impact conference attendee parking options.

## Hotel Information

The I-Hotel has limited availability and requires a two-night stay to book. To book a room at the **I-Hotel**, call **217-819-5000** ([www.StayAtTheI.com](http://www.StayAtTheI.com)). The group rate (IAFFPD21) at the **I-Hotel is \$179.00**. Additional housing is available within a mile of the conference center with a discounted rate of \$85 per night. Discounted room rates are available **until May 24**. Rooms booked after this date are not guaranteed a discount. Reservations are subject to cancellation fees. Attendees should limit their booking to only those who have confirmed their travel plan.

**Hilton Garden Inn** - 1501 S. Neil Street | Champaign 217-352-9970

**Home2 Suites by Hilton** - 2013 S. Neil St | Champaign 217-355-6468

**Homewood Suites by Hilton** - 1417 S. Neil St | Champaign 217-352-9960

## ADA and Services for the Hearing Impaired

In compliance with the Americans with Disabilities Act, the IAFFPD will make all reasonable efforts to accommodate persons with disabilities. If you have special needs, please contact Cheri Breneman at 217-525-6620.

## Tradeshow

The live tradeshow will be open Friday from 11:00 am – 5:00 pm. The virtual tradeshow will be open for the duration of the conference and for a 30 days afterwards. Name badges for onsite entry and username is required to access the virtual tradeshow. A one-day exhibit hall pass may be purchased for \$10 but must be done no later than June 15 and may have limited access.

## Online Registration Tips:

- You must have your member's login credentials to register. If you do not have username or password, you can request your credentials or reset your password before you start the registration process. There are links to request credentials or reset your password on the "Home" and "Conferences" pages of [iafpd.org](http://iafpd.org).
- The attendee's *individual* email address is the key to the conference. Check the email address on your registration form before you submit to ensure that we have accurate information. \*The district's main email address cannot be the same as any individual email address.
- There is no group registration fee for this conference. You can register each attendee through your district profile, but registering individuals reduces errors in the process.
- Watch the short video that takes you through the registration process and allows you to see it click by click.

For questions, please call IAFFPD at 217-525-6620 or email Karrie Boardman at [karrie@iafpd.org](mailto:karrie@iafpd.org).

## What to Wear?

**Face masks are required** and must be worn whenever standing or walking the conference and hotel areas. Business casual dress is suitable, and it is recommended attendees bring a sweater to cope with cooler room temperatures. Online attendees are encouraged to enjoy the benefits of virtual events but also be presentable for the online presence you will have by video conferencing.



# IAFPD's Essential Trustee Training (ETT)

Due to COVID, ETT is available in-person and via live stream

This is an IAFPD exclusive 12-hour training program highly recommended for all members of the Board of Trustees. Trustees who complete the entire ETT Program under 70 ILCS 70/6 are entitled to additional compensation. The session is not being recorded and will not be available after the conference.

**Pre-registration and additional fee is required to attend.** The ETT Fee includes full conference admittance plus session materials, the 2021 Handbook for Trustees and the current edition of the Text of Laws.

- Part 1** Organization & Administration of the FPD  
Thursday, 8:00 am – 12:00 pm
- Part 2** Finances, Procurement, Legal Liability  
Thursday, 12:45 pm – 4:45 pm
- Part 3** Personnel and Human Resources  
Saturday, 8:30 am – 12:30 pm



## IAFPD Foundation Trustee Scholarships

The Trustee's Grant Program is available to assist trustee members of the Association who are interested in attending the Annual Conference but may have financial constraints hindering their ability to participate.

**The vision of the program is simple:**

- to promote education for those serving as an elected or appointed trustee,
- to present opportunities for networking with others tasked with the same role, and
- to provide a venue to learn from the experts who provide resources, specialty services and fire equipment utilized by the fire services.

The Foundation's Trustee Scholarship may award up to \$500.00 per recipient for 2021 Annual Conference and up to 20 qualified fire protection district trustees. Some restrictions apply and all applications will be considered. Interested members must submit **Trustee Scholarship Application no later than May 10, 2021.** For more details and application, visit [IAFPD.org](http://IAFPD.org)

## IAFPD Foundation Raffle Drawing

Supporting the Next Generation of the Illinois Fire Service

With the support of our vendor and sponsor donations, the IAFPD Foundation holds raffle drawings with many great gift baskets and unique prizes. All raffle proceeds raise funds for its Scholarship Program.

**\$10/per ticket or 3 for \$20**

A CHANCE TO WIN ONE OF FOUR GREAT PRIZES

1 <sup>st</sup> Prize	2 <sup>nd</sup> Prize	3 <sup>rd</sup> Prize	4 <sup>th</sup> Prize
RecTeq RT-590 Wood Pellet Smoker Grill	\$500.00	Blackstone Griddle	\$250.00

All raffle proceeds awarded to IAFPD Foundation Scholarship Program.  
Drawing held on June 25, 2021 at IAFPD Annual Conference - Winner need not be present to win!

# Continuing Education (CE) Hours & Credit

## Fire Protection District Trustees (A)

Public Act 95-0799 requires trustees who have completed the Essential Trustee Training Program to fulfill a 3-hour annual continued education requirement. **All** sessions presented at the IAFPD Annual Conference can satisfy this legal training requirement.

## Pension Fund Trustees (P)

The IAFPD Conference program offers **4 hours** of qualified pension training credit to fulfill the in ethics and pension fund administration. Some of the educational programs at the IAFPD Conference meet both the fire and pension board training requirements. See conference program schedule for the descriptions of each session.

# Special Events

## Honor & Recognition Awards Presentation

Friday, 2:00–2:30 pm

IAFPD uses the annual conference as an opportunity to recognize the members who have served multiple terms of office with their respective fire districts (Trustee's Years of Service Recognition) as well as a few select members who have demonstrated "Outstanding Service" in their fire community or with the IAFPD. The presentation will be different than years past due to COVID restrictions, but this special recognition will be presented in the tradeshow area.

## Opening Ceremonies and Keynote

Friday, 8:15 – 10:15 am

Friday kicks off with a socially distant general session with opening remarks by the Association's and State agency leaders, followed by keynote Marc Bashoor, Editor Fire Rescue.

## Salute to America

Friday at 11:00 am

The traditional ceremony that honors our country by raising the flag (weather permitting) just following the opening session.

## Fire Service Memorial

Saturday, 8:00 am

This special dedication pays tribute to fallen firefighters and other members of the Illinois fire service who have passed away of the past year. **To include a person on the necrology and program please be sure to notify IAFPD before June 1.**

## Tradeshow

Friday, 11:00 am – 5:00 pm

This is your chance to see what's new with fire equipment, apparatus, supplies and gear in two vendor locations this year! Door prizes every 30 minutes, booth giveaways, refreshments and are all offered during show hours.



# Educational Program

## IAFPD 77th Annual Conference

JUNE 24-26, 2021

Thursday, June 24

Program times, topic and speakers are subject to change. Please check the IAFPD website ([www.iafpd.org](http://www.iafpd.org)) changes and updates to the conference agenda.

8:00 am – 12:00 pm

■ **Essential Trustee Training—Part 1  
Fire District Finance and Administration**

*Speaker: Jim Sinclair & David Livingstone, Stobbs Sinclair & Livingstone, Ltd.*  
The initial session of the three-part Essential Trustee Training Program will cover the legal status of the fire protection district as a unit of local government under the Fire Protection District Act; legal requirements, governance and business matters. The program covers Freedom of Information Act, Local Records Act, board member ethics, and other matters pertaining to the administration of the district. This class does not earn continued education credit.

9:00 am – 10:00 am

■ **Current Issues in Consolidation, Annexation, and Disconnections (A)**

*Speakers: Karl Ottosen, Ottosen Dinolfo Hasenbalg & Castaldo, Ltd. and David Livingstone, Stobbs Sinclair & Livingstone, Ltd.*  
This program will provide an update regarding how changes in District boundaries can occur whether voluntary or involuntary and how such transfers of territory impact fire protection districts as well as how they can be challenged by districts encountering involuntary boundary changes.

■ **Illinois OSHA Update & The New Guide, Hallelujah! (A)** *Speaker: Erik Kambarian, Illinois OSHA*

Illinois OSHA has issued a Guidebook for fire departments to use in meeting the Illinois OSHA regulations which are based on the federal rules for occupational safety. This program will review the Guidebook and explain how it can be used most effectively to meet the Illinois OSHA regulations and avoid problems when an inspection by Illinois OSHA takes place.

10:15 am - 11:15 am

■ **Dealing with Board Dissension & Dysfunction (A, P)**

*Speakers: Karl Ottosen, Ottosen Dinolfo Hasenbalg & Castaldo, Ltd.*  
Healthy debate in the Board is beneficial to decision making, but at times boards go beyond healthy discourse to dysfunction as a result of dissension on the Board. This program will discuss how this situation develops and, when it happens, what can be done about it to restore the board to functionality.

■ **Understanding CRR as a Vision to Promote the Importance of Risk Reduction (A)**

*Speaker: Marsha Giesler, Illinois Fire Services Association*  
Illinois now has a statewide Community Risk Reduction (CRR) taskforce. Learn about new resources that will enable all size departments and communities to more clearly identify their risks and provide realistic mitigation measures.

12:30 pm – 4:30 pm

■ **Essential Trustee Training Part 2: Finance, Procurement & Legal Liability**

*Speaker: James Sinclair, Stobbs, Sinclair & Livingstone, Ltd.*  
Part 2 of the Essential Trustee Training Program focuses on financial matters including district budgets, tax levies and reporting, liability issues, and procurement and purchasing requirements. This class does not earn continued education credit.

12:30 pm – 1:30 pm

■ **Purchasing Fire Apparatus: 'Buyer Beware' (A)**

*Speakers: Jim Wargo, Ottosen, Dinolfo Hasenbalg & Castaldo, Ltd.*  
A practical discussion for districts who are purchasing equipment for the first time in many years. The fire apparatus purchasing process has changed as a result of Section 11k of the Fire Protection District Act. This program will discuss how to both comply with Section 11k and meet the needs and desires of the District in purchasing fire apparatus.

■ **Fire Chiefs & Fire Trustees: Getting Dogs & Cats to Lie Down Together (A)**

*Speakers: Shawn Flaherty, Ottosen, Dinolfo Hasenbalg & Castaldo, Ltd. & James Grady III, Chief (ret) IFCA*  
Conflict between the board of trustees and fire chiefs is not uncommon in the fire service. The purpose of this program will be to assess how these conflicts can be resolved between the chief and the board of trustees to manage the fire protection district and its fire department more productively.

1:45 pm – 2:45 pm

■ **Transparency, Accountability & Watchdogs: OMA & FOIA Today (A, P)**

*Speakers: David Livingstone, Stobbs Sinclair & Livingstone, Ltd. and Andy Carruthers, Assistant State's Attorney Madison County.*  
Noncompliance with the Illinois Open Meetings Act and the Freedom of Information Act have become a frequent tool used by individuals or groups throughout the state to critique and challenge the activities of local units of government like fire protection districts.

■ **Firefighter Training, To Certify or Not Certify, That is the Question! (A)**

*Speakers: Chief Forest Reeder, Tinley Park FD and John Motylinski, Ottosen Dinolfo Hasenbalg & Castaldo, Ltd.*  
Recent changes in the certification requirements issued or proposed by the Office of the State Fire Marshal will impact how districts set their training requirements locally. This program will discuss the mechanics of certification under the new rules and how that can be done effectively.

## Thursday, June 24 Continued

3:00 pm – 4:00 pm

### ■ Building an Effective Disciplinary Program: Career & Non-Career Departments (A)

*Speaker: Steve DiNolfo, Ottosen Dinolfo Hasenbalg & Castaldo, Ltd. & John T. Brady, John T. Brady Law*

Dealing with personnel matters (“people problems”) in a fire department is both a frequent and critical part of the operation of the fire department whether it is a career or non-career operation. This program will discuss how to effectively handle disciplinary matters in either setting and it will compare and contrast similarities and differences in the two structures.

### ■ Breaking the Stigma (A)

*Speaker: Chief (Ret.) Patrick Kenny*

This program shares helpful insight from the lessons learned as a father, fire chief, husband and newly published author of Taking the Cape Off, about empowering leaders to use tools and provide resources that can break the stigma of mental illness.

5:00 pm – 6:00 pm

### ■ Open Forum (A)

The program will introduce a number of practical topics regarding administering a fire protection district. Attendees will have the opportunity to interact with the presenters and pose questions and concerns for their districts.

## Friday, June 25

8:30 am – 10:30 am

### ■ OPENING SESSION

Welcome.....President Michel Dillon  
Invocation..... Dick Joyce, Chaplain, Dunlap FPD  
Moderator..... Ken Yeakley, Conference Chairman  
OSFM ..... Matt Perez, State Fire Marshal  
IFSI ..... Col. Royal Mortenson, Director IFCA  
IFCA ..... Chief Don Shoehlin, President  
IFPIF..... Steve Zahn, Executive Director  
IAFPD ..... Cheri Breneman, Administrator

10:00 am – 10:30 am

### ■ KEYNOTE: Leading During a Pandemic (A)

*Speaker: Chief Marc Bashoor*

IAFPD welcomes an inspiring and motivational message from someone many of you may know from FireRescue1, one of the most comprehensive online destination platforms access by the fire service.

**About the Speaker:** Chief Marc S. Bashoor joined the Lexipol team in 2018, serving as the FireRescue1 and Fire Chief executive editor and a member of the Editorial Advisory Board. He has served 39 years in emergency services, and is currently the Highlands County, Florida, public safety director. Chief Bashoor also spent six years as chief of the Prince George’s County (Maryland) Fire/EMS Department and five years as emergency manager in Mineral County, West Virginia. Chief Bashoor assisted the NFPA with fire service missions in Brazil and China, and has presented at many industry conferences and trade shows.

## Saturday, June 26

8:30 am – 12:30 pm

### ■ Essential Trustee Training—Part 3: Personnel & Human Resources

*Speaker: Shawn Flaherty, Ottosen Dinolfo Hasenbalg & Castaldo, Ltd.*  
Part 3 of the Essential Trustee Training Program will focus on personnel matters and the administration of human resources. Both career and non-career department settings will be discussed as well as federal and state labor laws. This class does not earn continued education credit.

8:30 am – 9:00 am

### ■ Annual Legislative Update (A, P)

*Brittan Bolin and Jim Sinclair, IAFPD Legislative Committee*  
This annual program will review and discuss current developments in the General Assembly and how it relates to issues affecting fire protection districts and the Illinois Fire Services.

9:15 am – 10:15 am

### ■ Litigation Report: Court Decisions of Interest and Application in the Fire Service (A)

*Speaker: Joe Miller, Ottosen Dinolfo Hasenbalg & Castaldo, Ltd.*  
This annual program will update attendees regarding Federal and State Supreme and Appellate Court cases and decisions which have a potential impact on fire protection districts and their administration of the district and personnel matters.

### ■ Getting to the Trough: Effective Grant Application and Administration (A)

*Speakers: Chiefs Dan Rogers, Witt FD and Jeff Bryant, Amboy FPD*  
Federal grants continue to be provided to fire protection districts through FEMA. Writing an effective application is the key to obtaining a federal grant and this program will discuss how to do that effectively and successfully.

10:30 am – 11:45 am

### ■ Budget, Levy, & Financial Reporting Workshop (A)

*Speakers: Tom Gilbert, Ottosen Dinolfo Hasenbalg & Castaldo, Ltd. and Jim Sinclair, Stobbs Sinclair & Livingstone, Ltd.*

This workshop discusses the perennial topic of money for the fire protection district and will be of particular interest to treasurers as well as other trustees in tuning up or learning how these money related topics interrelate in the financial operation of the district.

### ■ Article 4 Pension Developments & State Fund Consolidation (P)

*Speaker: Carolyn Clifford, Ottosen Dinolfo Hasenbalg & Castaldo, Ltd.*  
The process of transferring the investments of local Article 4 pension funds to the state level continues. This program will provide an update regarding that process and how local funds can address the consolidation process at their level.

12:45 pm – 2:45 pm

### ■ Open Meetings Act Training (A, P)

*Speaker: David Livingstone, Stobbs Sinclair & Livingstone, Ltd.*

This program will fulfill the requirement for all new fire protection district trustees to complete Open Meetings Act training within the first 90 days of taking office after their appointment or election. It will cover the basic rules of the Act as well as decisions rendered by courts and the Public Access Counselor.