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Heating and Cooling Products











ILLINOIS MASTER PLUMBER

ILLINOIS ASSOCIATION OF PLUMBING-HEATING-COOLING CONTRACTORS

Volume 101, No. 4

8 2

April 2015

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EDITORIAL AND EXECUTIVE OFFICES

821 South Grand Avenue West Springfield, Illinois 62704 Telephone: (217) 522-7219 FAX: (217) 522-4315 1(800) 795-PHCC

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President's Thoughts

by Steve Jany Illinois PHCC President

Greetings friends,

Well, in southern Illinois the crocuses and hyacinths are blooming. The blackberry vines and roses are starting to leaf out. Spring is among us. Grass is green and growing faster than I am getting lawn mowers ready.

I would like to thank everyone that attended the Illinois PHCC Expo and the 122nd Annual Convention of the Illinois PHCC held in Oakbrook Terrace at the Hilton Suites Hotel and Drury Lane Conference Center. Thursday afternoon was the annual meeting of the Illinois PHCC and included the election of officers. The meeting was followed by the "Planning for Your Future" seminar presented by Federated Insurance, dinner, and the Auxiliary's "Silent Auction". Proceeds from the auction go to support the Illinois PHCC Auxiliary's many projects and their scholarship fund, and I understand that it was a huge success. A Hospitality room was open for guests after the silent auction.

Friday was rather busy with 800 plumbers to register for the CEU class, and then sign them out after class. There were 160 vendor booths in the product and technology show that followed. The PHCC Auxiliary and volunteers registered over 1,700 Expo attendees and handed out a bag with the Program Book already inside of each one. Over 140 code books were sold, as well as, T shirts that promoted licensed plumbers. A very big "Thank You" to all of the volunteers and the Auxiliary members. Thank you to the Illinois PHCC staff for the planning and preparation that makes this all possible. Without everyone working together, none of this would happen. Everyone did a job "well done".

The winding down reception, with attendance prizes, after the Expo was well attended. The food was good and the ice cream dessert bar had a constant line at it. Raffle prizes provided by the vendors were appreciated by the winners. Friday evening concluded with comradery and entertainment provided by the attendees at the hospitality suite. While plenty of information was provided in the suite, I am not sure all of it was useful.

Saturday concluded the three day event with the quarterly Illinois PHCC Board meeting. PHCC National Zone 3 Director Brad Isley provided a very nice written and oral report on the condition of the National PHCC. Thanks Brad.

In this issue of "Illinois Master Plumber" you will find the latest legislative update. Take time to read it and keep abreast of happenings in your industry in the state legislature. You will also find the rules and applications for the Past Presidents and Auxiliary scholarships. Please read these and get the applications completed as time for the deadline is fast approaching. You can also call the office or go online for information.

PRESIDENT'S THOUGHTS

CONTINUED

How good is your knowledge of the Illinois Plumbing Code? Check out the "What's Wrong With This Picture" contest in the magazine and test yourself and send in your response. This helps keep you up with the code.

The Plumbing Council of Chicagoland and the Boy Scouts of America honored United Association President Bill Hite for his efforts to reconnect youth with plumbing and pipe fitting crafts through merit badges and the Explorer Posts. The "George Meany Award" was presented and funds were raised for the BSA Pathway to Adventure Council programs. More information is in the March issue of "Illinois Master Plumber" magazine.

Plan now to join us at Stoney Creek Inn in East Peoria on June 12th for the installation of our new officers. Hope to see you there.

President Jany 🖷



CALENDAR of Events

APRIL 17, 2015

Illinois PHCC 4 Hour CEU Class Rend Lake Resort Whittington, IL

APRIL 24, 2015

Illinois PHCC 4 Hour CEU Class Heartland College Normal, IL

JUNE 12, 2015

Past Presidents' Meeting Auxiliary Service Project Illinois PHCC Installation Dinner Stoney Creek Inn East Peoria, IL

JUNE 13, 2015

Illinois PHCC & Auxiliary Board Meetings Stoney Creek Inn East Peoria, IL

AUGUST 15, 2015

Illinois PHCC & Auxiliary Board Meetings TBD

SEPTEMBER 28 – OCTOBER 2, 2015

PHCC National Convention Hollywood, FL

PICC

IN MEMORY

Marie Ceren of Englewood, Florida passed away on Sunday, March 1, 2015.

Marie was president of the Illinois PHCC Auxiliary in 1992-93, and was the wife of former Illinois and National PHCC President, and PAMCANI President Tim Ceren.

Funeral services were held in Englewood, Florida

on March 29, 2015 at the Fraternal Order of Eagles. Memorials may be made to Marie's favorite charity, the Pacific Garden Mission at www.pgm. org.

The Illinois PHCC and Auxiliary extend their sympathy to the Ceren family.

What's Wrong With This Picture?

Is there a violation of the Illinois Plumbing Code on this month's cover photo?

Let us know your thoughts by emailing the Illinois PHCC at bev@ ilphcc.com or faxing 217-522-4315. All correct answers will be put in a drawing for an Illinois PHCC logo item.

PHCC



Illinois PHCC Receives Certificate of Affiliation

At the March 21st meeting of the Illinois PHCC Board of Directors, the Illinois PHCC received a Certificate of Affiliation from the PHCC National Association. Each year, the state Association must

meet certain criteria and complete the application process in order to receive this acknowledgement and designation from PHCC National.

PHEC

Thanks to Our Volunteers

Many thanks to all of the volunteers who helped with the March 20th Illinois PHCC Expo and CEU class registrations. Your time and dedication is unequaled and very much appreciated. We couldn't do it without you!

Bev & Shelly



The 2015 Illinois PHCC Expo at Drury Lane Conference Center was officially opened with a ribbon cutting on March 20th. Pictured on the left, are Illinois PHCC Expo Chairman Chuck Hicks, President Emeritus Bill Todd, Governance Chairman Paul Buddy, President Elect Erik Graybeal, and President Steve Jany. On the right are Illinois PHCC Auxiliary officers Vice President Becky Davis, President Barb Page, Treasurer Donna Jany, and Secretary Alicia Todd.

2015 EXPO & EDUCATIONAL DAY CEU CLASS

The one of the largest continuing education classes for Illinois licensed plumbers sponsored by the Illinois PHCC was held on Friday, March 20th at the Drury Lane Conference Center in Oakbrook Terrace. There were over 800 plumbers pre-registered for the four hour class. Speakers were Vickie Simpson from the Office of the Illinois Attorney General, Justin DeWitt, IDPH Chief of General Engineering and Frank Shimkus, IDPH Plumbing Program Consultant. Garry Hinderliter, City of Bloomington Plumbing Inspector, served as moderator for the class.

The registration for the class is done entirely by volunteers from around the industry, many of whom are also working a booth, manning the Expo registration, and helping in other capacities. They did an awesome job of getting the attendees in and out in a timely manner.

The Illinois PHCC would like to thank everyone involved with the class and the Expo for their continued dedication and support. We couldn't do it without you!



2015 Illinois PHCC Expo Exhibitors

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* Denotes Illinois PHCC Associate Member

EXPO Photos































EXPO PHOTOS



















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Digital Thermostatic Line Some medical advances have nothing to do with medicine







EXPO PHOTOS



EXPO PHOTOS





























See Ya Next Year!

Illinois PHCC Auxiliary Sells Items at Expo

In addition to volunteering with the CEU class and Expo registration at Drury Lane on March 20th, Auxiliary members were busy selling t-shirts promoting the Illinois Plumbing License Law, and Illinois Plumbing Code books for the Association. The Auxiliary received a portion of the proceeds from the sale of each Code book.

The Expo Program Book is another project of the Auxiliary and is distributed to attendees of the tradeshow. Congratulations to Program Book Chairman Barb Miller on another successful book. Auxiliary members and volunteers stuffed the books into bags that were handed out as people entered the show.

The evening prior to the Expo, the Auxiliary held a Silent Auction during the Convention dinner. The event was a huge success and fun for all.

National Auxiliary President Jan Dugger of Knoxville, Tennessee not only took time to attend the



Sue Rich sells the Auxiliary t-shirts to Expo attendees.

Convention/Expo, but worked side by side with the Illinois volunteers.

The proceeds from the Auxiliary's projects at the Expo are used for their scholarship fund and industry promotion/support projects.



Auxiliary members and volunteers work to ready the Expo registration.



Becky Davis and Rodney Jones were busy selling the new Illinois Plumbing Code book.



PLUMBING CODE BOOK

Order Form

PLEASE FILL OUT FORM COMPLETELY. WE WILL USE THIS INFORMATION TO PROVIDE YOU WITH UPDATES ELECTRONICALLY.				
Name:				
Company:				
Street Address:				
City/State/Zip:				
Email:				
Phone:				
(includes tabs, Plumbin Plumbing Co	ntractor Regi Contractor &	w, Plumbers Licensing Code, stration Code and Lawn Sprinkler Code)		
# of binder(s) X \$5.	.95	Total binders \$		
	Total amou	int enclosed \$		
Mail form with payment to:	Illinois PHCC 821 South Grand Avenue, West Springfield, IL 62704			
Make checks payable to the Illinois PHCC.				
There will be a \$40.00 service charge for any checks returned due to insufficient funds.				
Questions? Contact the Illino	is PHCC at <u>bev</u>	@ilphcc.com or shelly@ilphcc.com		
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LEGISLATIVE UPDATE BY BEV POTTS

The Spring Session of the Illinois General Assembly began in mid-January. We have now passed the deadline for bills to be out of committee in their chamber of origin. While this generally means that House bills listed in Rules, and Senate bills listed in Assignments are dead, some committee hearings were postponed and a few issues are being worked on in subcommittees. We will continue to monitor these bills and provide updates as the information is available. Following are just some of the bills we are watching and their current status.

Plumbing/Piping/Trade Related Bills:

- HB 201 (L. Fine) Provides that the Department of Financial and Professional Regulation shall accept proof of bond insurance from general contractors, painters, drywallers, HVAC technicians, and electricians. Provides that no unit of local government may require those firms to submit additional proof of bond insurance or assess a fee associated with the proof of bond insurance. Re-referred to House Rules.
- **HB 827 (M. Madigan)** Makes a technical change to the Fire Sprinkler Dormitory Act. Assigned to House Executive Committee; committee scheduled for April 14th.
- HB 1376 (L. Arroyo) Provides that a seller of residential property to which the Act applies shall have the sewer line from the residential property to the sewer main, or to the septic tank, inspected by a licensed plumber using video camera inspection technology, and that the licensed plumber shall prepare a written, dated report that includes his or her review of the condition of the line. On 2nd Reading in the House.

- **HB 1655 (J. Durkin)** Makes a technical change to the Illinois Plumbing License Law. Assigned to the House Executive Committee; committee deadline extended to April 30th.
- HB 2568 (M. Tryon) Amends the Illinois Building Commission Act to provide that, at least 30 days prior to filing rules pertaining to the adoption or amendment of any statewide code pertaining to building construction, each State agency must provide notice to the Illinois Building Commission. Provides that the Commission must identify the proposed code, by the title and edition, or by the amendment, to the public on the Internet. On 2nd Reading in the House.
- **HB 2782 (S. Kifowit)** Provides that a service member or veteran satisfies professional licensure qualifications if he or she provides the licensing Department with documentation that he or she has had substantially equivalent training or experience from his or her military service; includes Fire Sprinkler and Water Well Contractors. Re-referred to House Rules.
- HB 3541 (E. McAseu) Amends the Energy Efficient Building Act. Renames it as the "Energy Efficient Building and Green Construction Act".
 Defines "Green Code" as the International Green Construction Code (which includes plumbing).
 Re-referred to House Rules. Discussions/ negotiations are continuing on this bill.
- **HB 3975 (M. Tryon)** Amends the Plumbing License Law to provide that Illinois licensed professional engineers and licensed environmental health practitioners who provide continuing education for licensed plumbers are not required to have oversight of their continuing education sponsorship or courses by any other licensed

LEGISLATIVE UPDATE....

CONTINUED

profession or Illinois licensed plumbers, have their programs reviewed by another licensed professional or Illinois licensed plumber, or have another licensed professional or Illinois licensed plumber attend or provide oversight of their continuing education courses or programs. Provides that Illinois licensed professional engineers and licensed environmental health practitioners who provide continuing education for plumbers are not required to provide a licensed plumber of record when submitting sponsorship or continuing education course approval. The oversight and approval of the IDPH's Plumbing Inspector shall be sufficient oversight for sponsor or course approval submitted by Illinois licensed professional engineers and licensed environmental practitioners. Provides that no additional requirements for their approval as a sponsor or for approval of a continuing education course shall be mandated. Re-referred to House Rules.

- **SB 679 (H. Steans)** Amends the Mercury Thermostat Collection Act to provide that mercury ampoules are included in collection programs. Passed in the Senate.
- **SB 1381 (I. Martinez)** Amends the Fire Sprinkler Contractor Licensing Act; repeals a provision exempting certain persons or businesses engaged in the installation or repair of fire sprinkler systems from having a designated certified person. On 2nd Reading in the Senate.

Other Construction/Business Related Bills:

HB 245 (M. Zalewski) Increases the base amount from \$20,000 to \$50,000 for public improvement or maintenance of public property at which a municipality must enter into a contract by public bid. Amended to change the upper amount to \$30,000 rather than \$50,000. Passed the House and referred to Senate Assignments.

- HB 1525 (B. Stewart & T. Morrison) Amends the Prevailing Wage Act to provide that the Act does not apply to wages paid to all laborers, workers, and mechanics employed by or on behalf of a public body engaged in a public works project with a total cost of \$20,000 or less if the public body notifies DOL of each project for which the waiver is used within 60 days of commencing the project. Re-referred to House Rules.
- HB 2451 (P. Verschoore) An initiative of IMSCA, this bill amends the Unemployment Insurance Act to provide that individuals who voluntarily leave employment to enroll in and attend a Department-approved training course are not ineligible for benefits. Provides that an employer shall not be charged for benefit charges resulting from payments to a claimant if the claimant is enrolled in and attending a Department-approved training course. Referred to House Rules.
- HB 2635 (R. Sandack & E. Nekritz) Amends the Mechanics Lien Act to provide that an applicant may at any time file a petition to substitute a bond for the property subject to a lien claim under the Act. On 3rd Reading in the House.
- **HB 2757 (T. Bennett)** Amends the Mechanics Lien Act to provide that an applicant may at any time file a petition to substitute a bond for the property subject to a lien claim under the Act. Assigned to House General Law Subcommittee.
- HB 3497 (B. Currie & C. Sente) Amends the Illinois Procurement Code to provide that the Capitol Development Board may (currently, shall) draw specifications to permit independent

LEGISLATIVE UPDATE....

CONTINUED

bidding by prime bidders in each of the 5 subdivisions of work. Provides that the CDB may draw specifications for a single prime bidder. Provides that a successful single prime bidder shall identify the name of the subcontractor and proposal costs for each of the 5 subdivisions of work, and that no identified subcontractor may be terminated without the written consent of the CDB. On 3rd Reading in the House.

HB 3744 (R. Sandack) Creates the Notice and Opportunity to Repair Act. Requires the service of notice to a construction professional of the complained-of defect in the construction by the homeowner prior to commencement of a lawsuit. Allows the professional to make an offer of repair or settlement. Directs the professional to provide notice to the homeowner upon the execution of a contract. Re-referred to House Rules.

HB 4042 (B. Phelps) Provides that with respect to employers correctly classified within the construction industry, the amount charged for workers' compensation shall be based upon hours worked, not the wages paid. Re-referred to House Rules.

SB 1272 (A. Munoz) Amends the Prevailing Wage Act to provide that the Act applies to work involving the testing of materials and the operation of survey equipment. Assigned to Senate Labor Committee; committee postponed. Deadline extended to April 24th.

SB 1395 (W. McCann) An initiative of IMSCA, this bill amends the Contractor Prompt Payment Act to provide that under a construction contract, it is unlawful to withhold more than 5% retainage on payments earned by contractors and subcontractors. Assigned to Senate Labor Committee; committee deadline extended to April 24th.

SB 1487 (B. Cunningham) Creates a pilot program in counties with a population over 3,000,000 (Cook County) that permits documents to be recorded against a property in foreclosure by judicial order only. This would require a court order before a lien can be recorded once a foreclosure case begins. On 3rd Reading in the Senate.

SB 1499 (A. Manar) Provides that with respect to employers correctly classified within the construction industry, the amount charged for workers' compensation shall be based upon hours worked, not the wages paid. Assigned to Senate Insurance Committee; committee deadline extended to April 24th.

SB 1509 (M. Sandoval) IIncreases the base amount from \$20,000 to \$30,000 for public improvement or maintenance of public property at which a municipality must enter into a contract by public bid. Assigned to Senate Local Gov't Committee; committee postponed. Committee deadline extended to April 24th.

Contact the Illinois PHCC office with questions/comments on any legislation or regulatory activity.

PHCC



Conference Announcement 6 Hour Continuing Education Program Sponsored by IPEA Western Region, Great Lakes Region, Central Illinois Region & Illinois Department of Public Health

Thursday May 21 & Friday May 22, 2015

Stoney Creek Inn and Conference Center 101 Mariners Way East Peoria, IL 61611

The \$90.00 fee includes; Meet & Greet Reception, the CEU Program, Continental Breakfast, Buffet lunch and Refreshments.

Thursday, May 21, 2015; 6:00 - 10:00 p.m. Meet & Greet Reception; appetizers & cash bar.

Friday, May 22, 2015;

7:00 a.m - 7:50 a.m. Registration & Continental Breakfast
7:50 a.m. - 3:00 p.m. 6 Hour CEU Program
11:50 a.m. - 12:50 p.m. Lunch Included

Note: The education program provides attendees to receive the State of Illinois sponsored 6 CEU hours requirement for renewal of the Certified Plumbing Inspector's designation of the Illinois Plumbing License.

Pre-registration only, seating is limited. Applications must be received by May 11, 2015. Contact Randy Schoolcraft 309.454-9584 or visit the IPEA website @ http://www.ipea1.org for application forms and more information.

Stoney Creek Inn has guest rooms available at \$83.00 plus tax @ (800) 659-2220. Reference Illinois Plumbing Education Association. Rooms will be held until April 21, 2015

20 Illinois Master Plumber, April 2015

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PHCC ILLINOIS

AUXILIARY SCHOLARSHIP RULES

- Scholarships are awarded in the amount of \$500.00 or more but not to exceed \$2,000.00 and shall be given by the Illinois Auxiliary each year at the State Convention as funds are available to those who desire to further their education. The applicant shall be enrolled in solid subject curriculum.
- 2. The applicant must be at least a freshman in college having completed one full semester with at least 8 credit hours of study. You may NOT apply in your senior year of high school.
- No person may receive more than one award from Illinois Auxiliary during his or her academic career and there cannot be more than two awards per family per year. A permanent current list of recipients will be kept in the scholarship files.
- 4. The applicant must submit a handwritten letter in cursive and ink to include personal data, family size, need of scholarship monies and plans for the future career. Knowledge of and/or working experiences with plumbing industry can be included, but not necessary.
- 5. The applicant must submit a total of three letters of recommendation.
 - a. One letter must be from your sponsor, either an auxiliary member or Illinois PHCC member.
 - b. The other two letters must be from people not related to the applicant who know you personally and can attest to your character and provide other pertinent information. Knowledge of parents would not necessarily qualify them for having knowledge of applicant.
- 6. Please attach a picture of yourself with the application.
- 7. The deadline for submitting your application is May 31, 2015

Your application must be postmarked no later than this date and include all the information required. If it is incomplete, we will discard the materials and your name will be removed from the applicants list. You can resubmit the following year.

The scholarship committee will have the final decision in awarding these applications. The committee wishes each and every one of you the best of luck. If you have any further questions, please feel free to contact me at using the information listed below:

Please Send Your Completed Applications To:

Angela Rich P.O. Box 50 Deer Creek, IL 61733 309-573-4843 e-mail: angela@garich.com

PHCC ILLINOIS AUXILIARY SCHOLARSHIP APPLICATION ~2015~

Applicant Name:	Birth Date		
Mailing Address:	City	State	Zip
Parents or Guardian's Full Name:			
Phone Number: I	E-mail		
NAME AND ADDRESS WHERE CHECK SHOULD BE SENT:			
Name			
Address	City	State	Zip
NAME OF SPONSORING AUXILIARY MEMBER: (Sponsor Cannot be a P	arent, Guardian or Spous	e)	
Name	1		
AddressCity	State	Zip	Phone
Signature		<u> </u>	
State and Name Of Sponsoring Auxiluary			
SCHOLASTIC DATA:			
High School Attended:			
Year of Graduation: Rank/Number in Class:	CUM G	PA:	
Principal's Name:			
Name of College Attending & Career Plans:			
Dean or Advisor's Name:			
INSTRUCTIONS FOR APPLYING FOR SCHOLARSHIP:			
Application must be complete with the items listed below for consideration	on:		
1 Read the Scholarship Rules.			
2. Small photo staples to application.			
3. Three letters of Recommendation as follows:			
A. One Letter of recommendation from Sponsoring Auxi	liary Member (current m	ember in good standi	ng)
B. Two letters of personal recommendation, from people	e not related to applicant		
4. Personal handwritten letter (state request and list curricular activ	ities you participated in h	igh school and colleg	e.)
5. Original Copy of High School and College Transcripts. These can be from 2006 to current.	sent under separate cov	er. **Note** High Sch	ool Transcript is required for all graduate
I hereby certify that the above is true and accurate.			
Applicant's signature:			Date
Parent, Guardian or Spouse Signature:			
	GOOD LUCK!		
DEADLINE TO BE CONSIDERI	ED FOR THE SCHOLARS	HIP IS MAY 31, 2019	5

ILLINOIS PHCC PAST PRESIDENT'S CLUB SCHOLARSHIP FUND

- 1. Name of the Scholarship Fund shall be the "Illinois PHCC Assn. Past President's Club Scholarship Award".
- 2. Scholarship is established through dues income to Past President's Club.
- 3. A scholarship shall be awarded to an individual who has been nominated by a member of the Illinois PHCC Past President's Club who has been a member in good standing for the past two years.
- 4. Applicant must have the following qualifications:
 - a. Applicant must be a member of the senior class or graduate of a secondary school.
 - b. Pursue or desire to pursue courses of study such as may prepare them to serve or to advance the interest of the plumbing-heating-cooling industry.
- 5. The President of the Past President's Club shall be the Chairman and appoint two members to assist him in selecting the Scholarship Winner.
- 6. In no case shall more than one Scholarship be awarded to any one applicant, but the Scholarship Committee may award more than one scholarship at their discretion.
- 7. Scholarships shall be awarded at an event of the Illinois PHCC in June 2015.
- 8. The Executive Director shall be directed to inform the applicant who will be awarded the Scholarship.
- 9. Applicants not winning the award may be eligible to apply the following year.
- 10. The Scholarship money shall be made payable to the school of the applicant's choice. If the winner has changed schools since applying, he or she shall notify the IL PHCC Executive Director immediately.
- 11. If a recipient should drop out of school during the year, the balance of the award should be returned to the Past President's Club.

Application must be received in the Illinois PHCC office no later than June 1, 2015.

SCHOLARSHIP APPLICATION

IL PHCC PAST PRESIDENTS SCHOLARSHIP APPLICATION

Name in	Full	Age
City and	Zip	
Applica	nt's Phone No Home	Business
Employe	ed by	
Name of	Owner	
Address		
Address		
City and	Zip	
Name of	Sponsoring Member of the	Past President's Club
What ca	reer do you intend to follow	? - Give full details in letter form. (In addition to the letter, it would
be helpf	ul to have a short video of th	e applicant explaining why they are applying and their goals for the
future. 7	This is optional, but if you c	noice to do so, email it to bev@ilphcc.com.)
What sc	hool do you plan to attend?	
Complet	e Address	
When d	o you plan to enroll?	
Scholast	tic Data	
High Scl	nool attended	
Complet	e Address	Zip
Year Gra	duated	Rank In Class
Principa	l's Name	
In what	activities have you participa	ted: Attach list.
1.		pletely and mail to IL PHCC Past Presidents Club, 821 S. Grand Ave., West,
2.	Enclose reference letters character and other pertin	from three people, not related to you, who know you personally, attesting to eent information.
3.		cipal giving complete transcript of grades, activities, rank and number in class ollowing tests: PSAT, SAT or ACT.
4.	A wallet size picture of yo	u.
		Applicant's Signature
l hereby	certify that the above is true	e and accurate. Date:

Parent or Guardian's Signature

Certified Plumbing Inspectors Exams to be Given

Revisions to the Illinois Plumbers Licensing Code that became effective on September 23rd require that all plumbing inspectors must be certified by the IDPH. You may download an application for the exam at the IDPH website: http://www.idph.state.il.us/envhealth/ plumbing.htm. The exam will be given twice monthly at the following IDPH Regional Office locations:

- **Peoria** 1st & 3rd Wednesdays at 9:30 AM 5415 North University, Peoria, IL 61614 309-693-5360
- Edwardsville 1st & 3rd Thursdays at 1:00 PM 22 Kettle River Drive, Glen Carbon, IL 62034 618-656-6680
- **Champaign** 2nd & 4th Wednesdays at 9:00 AM 2125 South First Street, Champaign, IL 61820 217-278-5900
- Marion 1st & 3rd Thursday at 9:00 AM 2309 West Main Street, Suite 106, Marion, IL 62959 618-993-7010
- **Rockford** 2nd & 4th Wednesday at 9:00 AM 4302 N. Main, Rockford, IL 61105 815-987-7511
- W. Chicago 1st & 3rd Wednesday at 9:00 AM & 1:00 PM
 245 West Roosevelt Road, Building 5, W. Chicago, IL 60185
 630-293-6908





CREDIT CARD FRAUD

Another important ToolBox Talk brought to you by the Quality Service Contractors (QSC) – An Enhanced Service Group of PHCC, P.O. Box 6808, Falls Church, VA 22040.

Ph. 800-533-7694.Visit our website at: http://www.qsc-phcc.org.

HOW TO REDUCE THE THREAT OF INTERNAL CREDIT CARD FRAUD

Credit cards are a fact of life in the business world today.

They can streamline purchases and minimize the need for cash or cash advances. They are widely accepted and recognized in situations where company or personal checks may not be. They can reduce transaction time and reduce the volume of payments, paperwork and transaction costs.

Because credit cards are almost as liquid as cash, they are subject to risk. Theft or abuse by an unauthorized outside party is typically the first concern, but credit card abuse and fraud by those within an organization can also be a source of threat.

Employees already have access to the credit cards, and they know the credit card issuer,

number, expiration date, credit limit and, perhaps most importantly, whether their activity is being monitored.

The most common types of credit card fraud are:



Personal charges benefit the individual and could include gasoline for their own vehicle, meals, groceries or other personal expenditures.

Double dipping is using an organization's credit card to make a purchase and then submitting the documentation for the expenditure for reimbursement. An example is charging a business meal using the company credit card, and then submitting the invoice or receipt for the same transaction for reimbursement on the individual's expense report.

Safeguards can be put in place to reduce risk and detect mistakes or fraud.

- Limit the number of credit cards and authorized credit card users. Use as few providers and cards as possible. One or two issuers might fit all your needs. All authorized users should have their own unique cards that they are responsible for. They should not be loaned or be available to others. Collect and cancel cards when employees leave the organization.
- Establish credit limits to limit your exposure. Review your users and their needs. If they don't need more than a \$1,000 line of credit, reduce and limit it to that. Establish low or no ability to obtain cash advances.

CONTINUED



Subscribe to credit card company alerts. They can notify the organization of significant or unusual transactions as they occur. Investigate unusual activity immediately.

How to reduce the threat of Internal Credit Card Fraud

- Be able to quickly report loss, theft or unauthorized use. Maintain in a secure area a list of credit cards by issuers, account numbers, authorized users and issuer phone numbers so that contact can be made quickly if necessary. Prompt notification can reduce or eliminate responsibility for fraudulent charges.
- Communicate your organization's policies. Employees are responsible for the activity on their card and for reviewing the statement for activity each period. Make it clear that the organization's credit card is for its activities only and that fraud will not be tolerated. Violators should be terminated and prosecuted.
- Set the tone at the top. You can lead by example good or bad.
- Receive credit card statements intact and review them. Credit card statements can be altered, revised or edited.
- Request a credit card statement cutoff date for all cards that facilitates your organization's

ability to obtain, review and post credit card activity once a month and before month-end to facilitate accounting.

- Review credit card activity for the type of expenditure, the vendor and the reasonableness of the amount. Do the types of transactions and the amounts seem reasonable for the organization and the user?
- Insist on receipts. As the credit card is used, insist that original receipts be obtained as part of the documentation for the expenditure. Do not let the invoice, the credit card receipt or the credit card statement be the only supporting piece of documentation. The credit card transaction is the means of payment. It is usually not the sole piece of documentation.
- Review expense reimbursement claims.
 Compare the expense report activity to the organization's credit card statement, scrutinizing for the same vendor and/or amounts. Be alert to altered amounts and claims, as well as expense report claims made months after the original charge was made.
 Analytically review expenses, compare them to budget and investigate variances.
- To effectively reduce the threat of credit card fraud, monitor credit card activity closely and let your employees know that you are watching.

PHCC

Illinois Prevailing Wage Seminar at WaterCon 2015

The 2015 annual WaterCon conference (March 23-26 in Springfield) planned by the Illinois Section American Water Works Association identifies itself as "Illinois' largest total water conference covering potable water and wastewater issues," featuring technical sessions, exhibits, contests and special events that this year attracted 1,300 attendees. In addition to sharing an information booth spanning three days, the Underground Contractors Association (UCA-Illinois) teamed up with PCA/PAMCANI/Plumbing Council, CISCO, and the Indiana-Illinois-Iowa Foundation for Fair Contracting (IIIFFC) on March 25, 2015 for an encore presentation of a comprehensive and well-attended "Illinois Prevailing Wage Seminar" originally staged in Downers Grove in September of 2014. Prevailing Wage (PW) laws apply if any public funds are used on a project.

The in-depth 4-hour seminar explored Prevailing Wage through four interconnected segments attended overall by about 60 conference registrants, and opened with a detailed analysis by Illinois Economic Policy Institute (IEPI) Director Frank Manzo of how the PW law provides greater taxpayer value. Manzo explained that PW is generally derived from the per-hour wage along with fringe benefits and overtime pay earned by the majority of skilled workers in each county's most populated municipality. While union contracts are often cited (and in the view of some, blamed) for strongly influencing or helping to establish the PW's threshold, PW cannot accurately be deemed solely a union-driven or controlled initiative. Rather, PW laws uphold "responsible" contracting and serve a key role in ensuring that a properly trained, safe and productive workforce remains the standard rather than the exception. A variety of well-researched and substantiated independent studies support the contention that PW laws are able to return \$1.50 to a community for every \$1.00 spent.

Next, IIIFFC Executive Director Marc Poulos provided a historical, fact-based and detailed overview of PW in Illinois, in neighboring states and across the U.S. with an emphasis on the legal aspects, the reasoning and subsequent societal benefits that led to the formation and enforcement of these laws, and the potential detrimental impact of repeal efforts. The ability to determine funding sources and the awarding of work to verify compliance with PW laws was the focus of the third segment on the subject of the Freedom of Information Act (FOIA). Led by Sarah Pratt of the Illinois State Attorney General's office, who had provided this presentation at the earlier 2014 seminar, FOIA procedures, rules and adherence requirements were thoroughly examined.

The closing 90-minute panel segment – moderated by PCA/PAMCANI/Plumbing Council

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Executive Director S.J. Peters – was comprised of CISCO Executive Director Dan Allen (an IBEW member and former City of Chicago electrical inspector), retired plumbing/mechanical contractor Chuck Hicks (now Industry Relations Representative for the Bloomington/Normal PHCC), the IEPI's Frank Manzo, the IL AG's Sarah Pratt, GA Rich & Sons, Inc. General Manager Brian Rich (a PAMCANI, Bloomington/Normal PHCC and IL PHCC member), and UCA Executive Director Mike Wiedmaier – looked at PW laws from the perspectives of employers, trade groups, labor unions, and municipal representatives. The lively discussion covered the comparative training of apprentices through union programs vs. private or employer-based instruction; the contrast in safety

compliance with respect to PW and non-PW projects; the measurement (and enhanced PW value) of quality and productivity variances; and real-life examples the panelists who worked in their trades witnessed and which then compelled them to become proponents of PW laws in practice. The segment (and seminar) concluded with questions and comments from the audience.

For more information about Prevailing Wage laws in Illinois, visit the Illinois Department of Labor's website at <u>www.illinois.gov/idol</u>; the IIIFFC's website at <u>www.iiiffc.org</u>; and the IEPI's website at <u>www.illinoisepi.org</u>. Also, the Plumbing Council's "You Tube" channel features a recent interview (including an in-depth discussion on "Right to Work") conducted with University of Illinois Professor



Pictured (left to right) Moderator SJ Peters and panelists Chuck Hicks, Brian Rich, and Sarah Pratt.

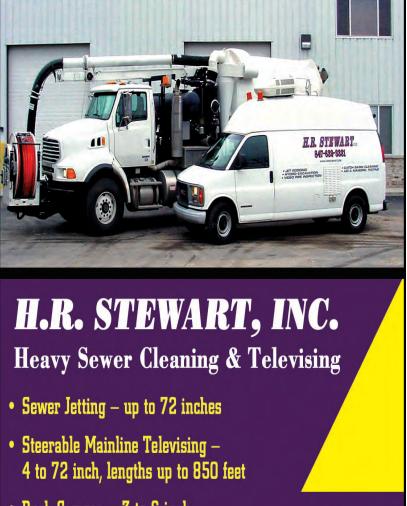
Illinois Prevailing Wage Seminar at WaterCon 2015....

CONTINUED

Robert Bruno. Log on to the "You Tube" website, and enter "Plumbing Council" in the search section of the site to view this nearly 8-minute interview.

Article & Photo provided by PCA/PAMCANI/Plumbing Council.

Special thanks to UCA Executive Director Michael Wiedmaier for championing the Prevailing Wage seminars. Until being recruited by the UCA, Mike was previously a long term partner in Hayes Industries, a founding PAMCANI member firm. In addition, Mike was PAMCANI's representative to CISCO, eventually rising through the chairs to become its President. He also served on the Local 501 JATC as an association appointee and was Chairman of PAMCANI's **Safety Committee for many** years. We also gratefully acknowledge Dan Allen of CISCO, Marc Poulos of **IIIFFC, Frank Manzo of** IEPI, Sarah Pratt of the IL AG's office, Barb Bigelow & S.J. Peters of PCA/ **PAMCANI**, and especially our contractor panelists: **Chuck Hicks and Brian Rich.**



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