

MEMORANDUM

To: STRUCTURAL ENGINEERING BOARD

John Harms, Chairman
Benjamin R. Baer, Vice-Chairman
David L. Greifzu, Member
W. Gene Corley, Member
Nancy Gavlin, Member

From: Alicia Purchase, Manager
Professional Services Section

Date: December 4, 2009

RE: BUSINESS MEETING NOTICE – DECEMBER 15-16, 2009

The Structural Engineering Board is scheduled to meet for a two-day business meeting beginning at 9:00 a.m., on **Tuesday, December 15, 2009, in the Springfield office of the Department of Financial and Professional Regulation, Division of Professional Regulation, Bicentennial Building, 320 West Washington Street, Third Floor, Room 376.** The agenda is herewith attached.

In order to ensure a quorum, I request that you advise me in advance of the meeting date if you are unable to attend. You may contact me at (217) 557-2053 or *via* my email address at Alicia.Purchase@illinois.gov .

This meeting is accessible to handicapped individuals in compliance with Executive Order #5 and pertinent state laws upon notification of anticipated attendance. Handicapped persons planning to attend and needing special accommodations should contact me at least five days prior to the meeting to inform of their anticipated attendance.

Attachment

STRUCTURAL ENGINEERING BOARD

Agenda

December 15-16, 2009

Tuesday, 9:00 a.m.

- I. Announcements/Correspondence
- II. Closed Session
 - A. Application Review
 - B. Review of Closed Minutes
- III. Approval of Board Minutes
 - August 25, 2009
 - October 14, 2009
- IV. Complaint Review Committee/Subcommittee Report
- V. Old Business
 - A. Design Code Manual
 - B. Administrative Rules Status
- VI. New Business
 - A. NCEES Committee updates
 - B. Election of Officers
- VII. Signatures
 - A. Action Sheets
 - B. Expense Vouchers
- VIII. Adjournment

Wednesday, 9:00 a.m.

Closed Session
- Application Review -