



Region V  
**2013 Region of the Year**  
Battlefield Chapter

**MEETING AGENDA & MINUTES**  
**January 15, 2015**

**Call to Order** –Steve Higginbotham, Region V Chair

**Establish Quorum** – (Circle Attendees – Six Jurisdictions or Twenty Members) City of Alexandria, Arlington County, City of Falls Church, City of Fairfax, City of Manassas, Fairfax County, Fauquier County, Loudoun County, Prince William County, Stafford County, Town of Dumfries, Town of Warrenton.

**Introduction and Recognition of Guest(s)** – Thank you Audrey Clark, from Fairfax County, and Shawn Strausbaugh from Arlington for the presentation this morning. I would also like to recognize a few others that are important to our organization: DHCD, VBCOA Officials, Neighboring Region Members and Guest(s): Thanks to all of our members and guests for attending today’s training and meeting.

**Presentation of Minutes** – If it pleases the membership, we can dispense of the reading of the minutes from the November 21 2014. Do we have a motion to dispense with the readings and approve the minutes?

**Treasurer’s Report:** Savings: \$10,568.63 Checking: \$9908.03  
Do we have a Motion to Accept the Treasurer’s Report?

**Chair/Officer Report:**

The VBCOA Region Chairs meeting was hosted by Region VII on 1-9-15 in Williamsburg. The budget was discussed and strategies to raise revenue thru advertising on our web site. Any input from members is welcome.

The membership renewal forms are on the way. Keep in mind the dues were raised \$5.00 this year. Be sure to check with your local office to continue your membership, or to add new members to the ranks.

Our next VBCOA Conference is scheduled for fall in Virginia Beach. Region VIII will be hosting the event. Check the web site Region v for dates. The spring conference will be held in Charlottesville.

The VBCOA Board of Directors next meeting will be January 30<sup>th</sup> 2015 in Glen Allen. Most of the discussions will be centered around the Spring Conference, budget, committee reports and training on the website.

It appears the 2018 ICC code conference will be held in Richmond. This is a great opportunity for members to attend hearing and follow the path of code changes. We will keep you informed has we get closer. VBCOA is currently looking into sponsoring some type of activities at the conference and anyone interested in helping out please contact the chair or vice chair about this opportunity.

**Committee Reports:**

**Awards and Resolutions** – Gregg Fields, Chair – No report received.

**International Building Code** – No report received.

**Education Committee** – Charlie Black, Chair.

The committee has continued its path to obtain training material is available to the entire membership. Some of the training classes thus far have been video recorded and are already in each Region training. The Education Committee held CCT for the public sector in December. Although attendance was not as high as we hoped it was still a successful endeavor. Under the current budget structure fees for these classes were divided between Region V and the Statewide VBCOA budget. Thanks to Charlie and Paula for their work on this program.

**Energy Committee** – Steve Turchen – *Committee looking to state for clarity on R13+1*

**IRC Committee** – No report received.

**Legislative Committee** — No meeting conducted.

**PMG Committee** – Shawn Strausbaugh – Chair and Region V representative, Shawn has sent a report. It is available for your viewing.

**Property Maintenance Committee** – Charlie Black

**Public Information** – Chair Steve Higginbotham– The new VBCOA Website is up and running. A meeting was held 1-9- 15 in Chesterfield. The committee is working on getting our Association name out to the public

**Time and Place Committee** – Sergeant at Arms, David Beahm is the leader of this committee

**Nominations Committee** – Past-President Jim Collins

**Permit Technician Committee** –Debra McMahan, and Gwen Hancock-Woods

**Unfinished Business:**

1. Region V is continuing to search for future leaders for our organization. There are committee positions available if you would like work with a committee please see one of the board members.

**New Business:**

1. Establish an ADHOC committee for ICC conference
2. Appoint committee chair for BSM

*Motion passed for Pete Mensinger and Patrick Nnaji to be co-chairs for BSM committee, but due to proper procedures not being followed this vote was invalid and will take place again at the next meeting.*

3. Open committee position appointments

*\*All DHCD code update classes available online, and all updates should be completed by July 13, 2015*

*\*Audrey Clark thanked all the VBCOA Region V members that participated in SERVE*

*More Classes to be offered by VBCOA for our customers (not code officials)*

*\*February 17-19 at the Frederick County Public Safety Building 1080 Coverstone Drive Winchester, Virginia 22602 \*Limit is 90 participants.*

*\*March 17-19 at the Rockingham County Fire/Rescue Training Room 80 East Gay Street Harrisonburg, Virginia 22802 \*Limit is 90 participants.*

*\* A discussion was brought to the floor by the Chair to have votes take place before the training does as the other regions do. This would reverse the schedule to have more participation. g place.*

**Motion:**

1. *Motion passed for Pete Mensinger and Patrick Nnaji to be co-chairs for BSM committee, but due to proper procedures not being followed this vote was invalid and will take place again at the next meeting.*

**Adjourn:** Do we have a motion to adjourn?