



REGION CHAIR MEETING MINUTES

September 7, 2014

1. Call to order by 1st Vice President Sean Farrell at 10:00 AM. A Moment of silence was observed for Mike Williams and family for their loss.

Region Chairs Committee and other members present:

- President Cathy Cook
 - 1st Vice President Sean Farrell
 - Sgt @ Arms David Beahm
 - Immediate Past President Kris Bridges
 - Region I: Not Represented
 - Region II: Edith Hampton
 - Region III: Ron Shuitt
 - Region IV: Caleb Sulzen (non-voting)
 - Region V: Charlie Black; Steve Higginbotham
 - Region VI: Bonnie Johnson; Becky Summers
 - Region VII: Clarence Jackson
 - Region VIII: Tom Coghill
 - Executive Director Mary Jo Fields
 - DHCD: Emory Rodgers
 - Public Information Chair/Webmaster: Gregg Fields
 - Steve Orlowski, National Association of Home Builders
2. President Cook addressed the group:
 - She thanked the Region Chairs for all their hard work over the course of the previous year and wished them luck in the coming year.

- She spoke very positively about the possibility of ICC coming to Richmond, VA. She also recognized VBCOA's 85th anniversary celebration and announced that Region II had some great giveaways.
- Lastly she addressed our opportunity for exposure at the upcoming Governor's conference.

3. Meeting minutes were approved

4. Website:

- The Chair polled the group to see who had access to the website for updating their webpage and participating in the forum. The expectation was set that all Region Chairs and subordinate Regional Officers need to engage the website and be prepared to communicate via the forum. We must lead by example regarding use of the website.
- Webmaster Gregg Fields volunteered his time to train and help anyone register and create logons as well as learn to update respective pages and information.
- Webmaster Gregg Fields also conveyed that the site was designed to be used by the Region and Committee Chairs to communicate with their committees and the membership. We need to get everyone using it and interacting with it. But in order to sustain utilization, the page editors (Chairs) need to make their pages informative and usable. Basic information about committees such as goals, objectives and rosters (pictures wanted so that members know who the Chairs are).
- Webmaster Gregg Fields further advised that the merchandising module can be ready to go in a few weeks and that there are several options. Kris advised he has a vendor who is partially set up to support us via email/call order and will be fully ready via internet order shortly. Discussion migrated to sales tax and service charges/ fees. Mary Jo volunteered to poll the Auditors regarding a fee for service as being taxable. Kris indicated that we should have limitation to the types of clothing articles that should be available.
- Kris Bridges suggested a module on the site to be able to track individual CEUs that could potentially communicate with DHCD site. Gregg explained some of the challenges with incorporating that concept but indicated that it will go on the list for future enhancements. In the interim, a link would be incorporated into the site.
- David Beahm suggested a uniform format regarding rosters so that it is easy to manage and update.
- Charlie Black recommended that focus be placed on training those responsible for managing and editing their pages. Sean recommended that we should try to

accomplish as much training for page managers while at the conference and Gregg indicated that he would train to the extent possible.

5. Strategic Plan BOD update:

- The chair provided regional representatives a copy of the list of every change made to the strategic plan so that we could discuss and choose the highlights to convey to the entire BODs.
- Emory Rodgers expressed his appreciation for the format and organization of the plan which is intuitive and usable.
- Discussion ensued about educational initiatives and accomplishments. After some lengthy debate, Kris Bridges suggested and the group decided to allow the Chair and Tom Coghill who was presenting the revisions to the BOD to decide what information should be conveyed.

6. Budget Follow-up:

- Chair reviewed the 1st quarter budget with the committee.
- Chair noted light registration for the Annual Conference (revenue and expenditures reduced)
- Chair thanked DCHD for their contribution towards ICC Conference scholarships
- Chair motioned to move \$2,500 from balance on hand into strategic plan implementation specifically for membership and outreach initiatives. Motion was seconded by Kris Bridges. President Cook modified by friendly amendment to \$5,000 which was accepted by the motioner and seconder. Motion for \$5,000 to Strategic plan line item for membership and outreach was approved.
- FY13/14 Budget finished in the black
- DHCD has provided another \$9000 stipend for code development/education specifically for ICC Annual Conference and Group C hearings in September; scholarship forms have been delivered to membership via email
- Dues increase correspondence drafted...to be sent to membership
- Review of accounting codes deferred – need to match codes with statement

7. Education:

- Training collection is growing for regional availability. These presentations need to have controlled distribution to Region Chairs and not be available for download for anyone.
- November 12-14 and December 3-5 Region V will host code update training for industry. It will be available for the rest of the state after those dates. Application has been submitted to DPOR for approval – will know the result of

the DPOR review in October. Region VIII is next and need to be looking at locations now.

- CDP Access: Green code is an opportunity for regions to hold voting meetings in late October and learn how to use the new system
8. Apparel: no presales for vests were collected, the merchandising piece to the website is being pursued
9. 2014/2015 Committee Appointments:
- since Group A cycle is underway, IBC (E, FS, G & IEBC), PMFGC, IPMC, IRC (M & P) changes are all due on January 12, 2015. Committees should be looking at these codes now for changes. Therefore new committee appointments need to be assigned immediately after transition of the Region Chair positions.
 - Emory advised that DHCD will be looking at addressing follow-up items from the 2012 VA cycle next spring and is looking to meeting with committees. DHCD will be providing code books for the 2015 VA cycle. DHCD is asking for continuity at the chair and co-chair positions for the entire the 2015 VA cycle.
 - Kris asked the Region Chairs to appoint representatives for the Ad-Hoc committee for Code Development
10. ICC Conference in Richmond 2018: The Committee had a healthy discussion regarding the issues and determined that more information was needed in order to move the topic to membership. The Committee agreed that an Ad-Hoc is correct mechanism to explore and gather enough information to pass factual content forward. Need to also feel out what other Virginia Chapters and stakeholders are considering.
11. By-Law change:
- Discussion of By-law amendment ensued. David Beahm indicated that the change will permit Associate members who have been designated as Honorary to be the Chairperson of committees and Director of Regulatory Compliance.
 - Mary Jo advised that in most cases, designation of Honorary membership occurs after retirement. Caleb asked what the definition of retired is. Chair also noted that this could bypass dues for those who remain active through government employment, but are designated as honorary. Clarification of active member was made by David Beahm and Chair.
 - There was consensus that perhaps an easier fix to achieve the goal of allowing retired members to participate as committee chairs was to change the definition.
 - Kris is still going to move the change before the BOD