

**VBCOA Board Meeting**  
April 29, 2018  
Charlottesville, Virginia

President Gregg Fields called the meeting to order at 1 pm

The pledge of allegiance was recited followed by a moment of silence for Emory Rodgers  
There were introductions of those present. Following the introductions, there was a roll call of voting members.

**Roll call**

Gregg Fields, President  
Pete Mensinger, First Vice President  
Jimmy Moss, Second Vice President  
Matt Westheimer, Sergeant at Arms  
David Beahm, Immediate Past President  
Brian Hilderbrand, Region I  
John Broughton, Region II  
Ron Schuett, Region III  
Kyle Kratzer, Region V  
Rick Farthing, Region VI  
Clarence Jackson, Region VII  
Christina Jackson, Region VIII  
Paula Eubank, Awards and Resolutions  
Mike Eutsey, Education  
Ellen Eggerton, Energy Conservation  
Jeff Morrow, IBC  
Richard Moore, IRC  
Ron Clements, Legislation  
Michelle Coward, Membership  
Debra McMahon, Permit Technicians  
Tom Clark, PMG  
Earl Weaver, Property Maintenance  
Allison Cook, Rehabilitation Code

**Ad hoc and others present**

Terry Atwell, City of Galax  
Jada Black, Webmaster  
Kris Bridges, ICC  
James Carter, County of Rockingham

Julie Chevalier-Walton, Legislative (alt)  
Jim Collins, Prince William County  
Cindy Davis, DHCD/ICC  
Sean Farrell, Regulatory Compliance  
Paula Fristoe, Permit Techs (alt)  
Terry Ganey, Prince William County  
Paul Hancher, IBTS  
Sandy Harrington, Executive Director  
Paula Johnson, HSTTP  
Rick Grigsby, Town of Warrenton  
Jason Laws, IRC (alt)  
Bridgett McGlothlin, Russell County  
Brian McGraw, State Fire Marshall  
Sandi Morris, WICED/DHCD  
Valrae Negley, XPL Consulting  
Anne Payne, City of Poquoson  
Randy Pearce, City of Emporia  
Philip Pugh, Property Maintenance (alt)  
Mike Redifer, DPOR  
Eric Rice-Johnston BCAAC  
Frederick Sample, City of Suffolk  
Terry Steen, DHCD  
Charles Sturgill, Town of Chilhowie  
Julie Walton, Legislative (alt)  
Dan Willham, Fairfax County  
Mike Williams, A&R (alt)  
Rick Witt, Fire Code/TRB  
Bill Yeager, Montgomery County

Sean Farrell made a motion to approve the minutes of the February 2, 2018 Board Meeting, the motion passed unanimously.

### **Officers Reports-**

President Gregg Fields reported the following:

- Hats off to the success of the High School Technical Training Program (HSTTP); Spotsylvania and Edison had recently agreed to participate.
- Region of the year and Merit winners – PIO would be awarding at the tomorrow at the Mid -Year membership meeting
- ICC candidates – VBCOA has had letters requesting endorsement, will decide later this year
- Region Chairs have approved the budget which includes an increased VML fee
- Social media: need to increase presence on twitter, Linked, Facebook etc., but having a good impact
- Successful legislative year – good job to Ron Clements

### **Region Chairs**

Report submitted. Pete Mensinger discussed FY19 budget approved by the region chairs; FY18 Budget also amended to create a separate line item for the HSTTP. Pete also indicated there had been a proposed by-laws change provided to the Executive Director related to adding a retiree membership category.

Pete reported that Region VI had contributed \$1,800 for the ICC 2018 Conference.

**Region 1-** Brian Hilderbrand reported on meeting dates, upcoming training events, and Building Safety Month (BSM) public outreach events.

**Region 2** John Broughton submitted report, additionally stated region II has been having 30 plus attendees, meet every other month, recently had Jimmy Moss come and talk about upcoming events and ICC voting process, promoting BSM – free deck inspections for the month of May, FLSAmerica last training, upcoming training about asbestos.

**Region 3-** Ron Schuett submitted report and discussed upcoming BSM plans.

**Region 4** – Philip Moore (not present) submitted a written report.

**Region 5** – Debra McMahon provided report at the meeting as an addition to the Board package. She indicated Region V had training with Matt Paxton and discussed BSM with Prince William and Alexandria.

**Region 6-** Rick Farthing submitted a written report.

**Region 7** – Mike Eutsey submitted a written. Mike also stated Region VII put their schedule on the VBCOA web calendar, agendas, and minutes. Also have an upcoming training on flood zone

**Region 8** Christina Jackson submitted a written.

### **Time & Place**

Jimmy Moss - submitted a written report.

Matt Westheimer announced the 2019 Mid-Year conference will be held at the Hotel Roanoke Conference Center, March 31 – April 1, 2019; and the 2019 VBCOA Annual Conference will be back in Virginia Beach Hilton Oceanfront, September 21 – 24, 2019.

### **Past Presidents**

Past President David Beahm stated he did not submit a report, however, he reported there had been numerous emails about the proposed by-law change – the discussions were extremely positive, most of the comments of the past presidents were in reference to the budget which stated he would share later in the Board meeting.

### **Old Business**

#### **ICC 2018 Conference**

Pete Mensinger submitted a written report

### **New Business**

#### **1. Proposed By-Law Change**

Mike Eutsey discussed the background that the Region Chairs had been approached about by-law change to add a retiree category for membership because this would be a budget issue and could affect dues revenue.

Jeff Morrow made a motion to accept the by-law change and include the retirement membership and Rick Farthing seconded. David Beahm thanked everyone. Paula Eubank said there was another version presented to the Region chairs and asked if this could be put off because what they were voting on is not the same version.

Mike Eutsey stated that Section 4 was removed when it came back from the Past Presidents and that part of the recommendation went forward and the other did not. Mike indicated that the second change will be put forward at a future meeting.

The vote on the by law change as presented was 16 yes, 3 no.

#### **2. Proclamations and New Scholarship**

Proclamations- President Fields read and requested a motion to support a proclamation to be presented at the general membership meeting to present to Cindy Rodgers at the general membership meeting. Motion passed unanimously to present the proclamation to Cindy Rodgers during the membership meeting on April 30

Scholarship – President Fields requested the creation of the Emory Rodgers Code Legacy Scholarship – specifying this would only be meant for those who would go to code development hearings not to exceed \$2,500. Kris bridges made a motion to approve, David Beahm stated he

would not support this because it would increase the budget. There was a vote to approve with David Beahm voting no stating this was because there had not been a vote on the budget yet.

President Fields stated that he wanted to present a resolution to William Shelton – all voted in favor.

### **Nominations Committee**

David received no applications for any of the announced positions after 3 announcements were sent out to the membership. He recommended the following:

DPOR – Mike Redifer continue as representative

Manufacture Housing Board – Kris Bridges

ICC Region VII position open to floor nomination – Brian Hildebrand nominated James Moss, seconded by Kris Bridges, the motion passed unanimously.

Sean Farrell made a motion that all the above nominations be accepted, and motion was passed unanimously.

### **Budget**

Rick Witt made a motion to discuss the FY19 Budget that was approved by the region chairs.

The Region Chairs approved budget, along with the VML services agreement was distributed.

Members discussed the increased VML services fee. There was a motion to accept the budget as presented, motion carried 13 yes, 7 no. President Fields indicated he would also follow up with the VML Director

### **Committees and Other Reports**

#### **Ad hoc Administrative**

President Fields stated Emory will always be with us, he will be appointing someone to fill the vacancy.

#### **Ad hoc High School Technical Training Program**

Kyle Kratzer submitted a written report

#### **Ad hoc Fire Code**

Rick Witt submitted a written report

#### **Ad hoc Military families career creation**

David Beahm stated he has been unsuccessful in military outreach efforts, however Bryan Soukup suggested contacting Jim Ellwood, now with ICC, who will be undertaking the Military Career Program.

Cindy Davis and Sandi Morris met with the Dept of Veteran Services to see what's missing, how to help coordinate internships for transitioning military, in the meantime they have the VBCOA link.

On radar – looking for support for a mother of a marine killed in action and was displaced from her Richmond home, she is living with friends, have a lot of folks willing to donate time, but don't have materials; perhaps doing a charity event at the ICC -

### **Awards and Resolutions**

Paula Eubank submitted a written report as an addition to the Board package. She also reported that for the Mid-Year meeting they had 12 scholarships, but only awarded 6. Hoping to get notices of scholarship opportunities out earlier in the future so that people can better plan.

### **Education**

Mike Eutsey submitted a written report.

### **Energy Conservation**

Ellen Eggerton submitted a written report.

### **International Building Code**

Jeff Morrow submitted a written report.

### **International Residential Code**

Richard Moore/Jason Laws submitted a written report.

### **Legislation**

Ron Clements submitted a written report and stated he would provide a full legislative report at the membership meeting on April 30, 2018.

### **Membership**

Michelle Coward provided a written report. She also stated that membership was up; she is working on designing a business card for people to hand out. She stated she has a concern that members of the Regions are not members of the State VBCOA

### **Permit Technicians**

Debra McMahan and Paula Fristoe submitted a written report.

### **Plumbing/Mechanical Code –**

Tom Clark submitted a written report.

### **Property Maintenance-**

Philip Pugh submitted a written report. In addition, he stated special thanks to Gary Greene, Arlington, Christina Jackson, Norfolk, and Sean Farrell, Prince William, for their work on the property maintenance at the code change hearings.

He also announced the next PM committee meeting will be held May 18, Charlottesville, Va at City Space.

### **Public Information**

Karolee Towe submitted a written report. President Fields that Karolee Towe has resigned due to taking a new position and that Tom Coghill would resume PIO duties.

**Rehabilitation Code Committee**

Allison Cook submitted a written report. She also indicated she needs a list of the Regions RCC committee representatives.

**VCEC**

President Fields indicated there was a meeting scheduled for June 12 but planned on skipping the VCEC this year due to the upcoming 2018 ICC conference since it will be held in Richmond.

**Web Master**

Jada Black submitted a written report.

**BCAAC**

Eric Rice-Johnston submitted a written report.

**Director of Regulatory Compliance**

Sean Farrell submitted a written report.

**DPOR**

Mike Redifer submitted a written report.

**TRB**

Rick Witt submitted a written report.

**ICC Region 7**

David Beahm reported the next meeting will be in August in Hagerstown.

David reported that ICC for BSM will have a video for each week of BSM (ours is week 5)

Code changes were posted on the ICC Region VII website

**ICC**

Rick Witt submitted a written report.

Rick stated he had received letters from three individual seeking VBCOA endorsement, Morganson, Sayers, Brown – suggested not endorsing any at this time pending more possible requests from other candidates for endorsement.

Rick Witt made a motion, seconded by Gregg Field to endorse Cindy Davis as the ICC Secretary/Treasurer.

Cindy Davis referred to the submitted ICC Government Relations report. Cindy reported items not in the submitted report:

Brenda Thompson resigned, and Angie Reese from Minnesota will replace her on the Board.

Shawn Strausbaugh now working on PMG code adoption issues.

Flying Squirrels package donated by Irene Knot at the ICC Conference to WICED, which they are selling raffle tickets for during the Mid-Year Conference.

ICC Board meeting in Columbus brought forth as action items a recommendation to the ICC Board of Directors a cap of \$40,000 (clarifying Pete's report) – Cindy said if she has her way this will be increased for future events.

ICC Student membership will be extended to anyone who is enrolled in college with 3 or more credits.

Mentor of year award be established in the name of Emory Rodgers – this was tabled to allow for more research: looking at the possibility of a scholarship to a leadership program somewhere – should be discussed at July board meeting.

Federal budget had some language about disaster recovery – 85 vs 75% based on what codes are adopted – criteria being developed around this – all the criteria has not been vetted yet.

Kris Bridges reported that President Elbetta has established an ad hoc committee for school safety – interested persons should watch for a call for committee members in the coming months. Goal of the committee to hopefully establish a standard for legislators to reference.

Bryan Soukup referred to submitted written report. Also stated they were still accepting BSM proclamations thru the end of May.

### **DHCD**

Cindy Davis reported

DHCD will be convening stakeholders group in response to legislation in conjunction with the USBC, related to residential, would like an accessory dwelling unit to be something other than 2 units, also will be talking about short term rentals.

Hoarding and Farm Winery will also be convening stakeholders group.

Wednesday Brian Baugh proclamation will be made in Richmond and proclamation signed by Governor.

Unable to enter into contract agreement with ICC because regulations were held up, custom Virginia Codes are not going to be ready by September. -

Kenney Payne new TRB AIA representative, there are 4 pending cases.

Terry Steen new DHCD electrical engineer

Eric Johnston new DHCD Director, formerly worked VACO and NACO. DHCD has been asked to develop webinars for community development folks, code enforcement (Maintenance Code) and rehab code, they are currently working on this.

Manufactured home training in Southwest Virginia at the end of April and installer training for dealers.

Essay contest- Cindy thanked VBCOA and VPMIA for the partnership and reported the first-place prize will be \$2000 prize, second place prize will be \$1000, and honorable mentions will be \$500. The 1,000-word essay is on building safety, deadline is Friday and information are on DHCD web site.

BSM competition- Cindy reported that this year a third category has been added for best campaign 10 or less staff members, in addition to the 10-40 staff members, and 40 or more employee's categories. Winners will get a free day of ICC or DHCD training, including a catered lunch.

Code update training is almost complete. Sandi Morris is hoping to get the schedule out soon. Sandi has created a step by step tutorial and placed on the DHCD website if you need it.

### **State Fire Marshal**

Brian McGraw submitted a written report.

He also reported that he met, and Mike Reilly met with legislators about school safety committee, so far had one meeting.

Sean Farrell – expressed his appreciation to Brian for being at the Board meeting because fire has not always been represented at the table.

### **VPMIA**

Rick Witt submitted a written report.

### **WICED**

Christina Jackson stated WICED had a change to the by-laws about membership and electronic voting, the next meeting will be held in June in Fredericksburg, they are in the process of a membership drive, VBCOA has been one of the biggest supporters. If interested in joining or have women in your office to please refer them to Michelle Coward to join.

They are sponsoring WICED Build which will be held on the Saturday before the ICC Conference kicks off.

### **VFPA**

Randy Pearce reported that May 21 – 23 is the next conference

David Beahm stated that as of Friday the final touches were put on the code update changes and will be coming out.

President Fields stated the Bill Shelton recognition and mentoring reception would begin at 5 pm.

The meeting was adjourned at 4:28 pm