President Pete Mensinger called the meeting to order at 1:06 p.m.
Sergeant at Arms Mike Eutsey lead the pledge of allegiance.
A roll call of voting members present was conducted by Executive Director Sandra Harrington

<table>
<thead>
<tr>
<th>Roll call</th>
<th>Ad hoc and others present</th>
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<tbody>
<tr>
<td>Pete Mensinger, President</td>
<td>David Beahm, MFCC/VCEC</td>
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<tr>
<td>Matt Westheimer, 2nd Vice President</td>
<td>Jada Black, Webmaster</td>
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<td>Mike Eutsey, Sergeant at Arms</td>
<td>Kris Bridges, ICC</td>
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<td>Gregg Fields, Immediate Past President</td>
<td>Jeff Brown, DHCD</td>
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<tr>
<td>Terry Atwell, Region I</td>
<td>Jim Collins, Retired</td>
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<td>John Broughton, Region II</td>
<td>Jim Ellwood, ICC</td>
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<td>Ron Schuett, Region III</td>
<td>Richard Gordon, Hanover County</td>
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<td>Bob Orr, Region IV</td>
<td>Paul Hancher, IBTS</td>
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<td>Debra McMahon, Region V</td>
<td>Sandy Harrington, Executive Director</td>
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<td>Jason Laws, Region VI</td>
<td>Brian Hilderbrand, Washington County</td>
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<td>Paul Messplay, Region VII</td>
<td>Clarence Jackson, New Kent County</td>
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<td>Richard Burkard, Region VIII</td>
<td>Jacob Karson, ICC</td>
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<td>Mike Williams, Awards and Resolutions</td>
<td>Kyle Kratzer, HSTTP</td>
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<td>Patrick Hughes, Awards and Resolutions</td>
<td>Jacque Longmire, Warren County</td>
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<td>Paula Eubank, Education (called in)</td>
<td>Randy C. Pearce, Emporia</td>
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<td>Richard Moore, Education (<em>appointed</em>)</td>
<td>Mark Robinson, Warren County</td>
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<td>Ellen Eggerton, Energy Conservation</td>
<td>Charles Sturgill, Town of Chilhowie</td>
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<td>Florin Moldovan, Building Code</td>
<td>Kent L. Tamkin, Warren County</td>
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<tr>
<td>Jason Laws, Residential Code</td>
<td>Jennifer Tolley, DHCD</td>
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<td>Ron Clements, Legislative</td>
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<td>Julie Chevalier Walton, Leg.</td>
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<td>Michelle Coward, Membership</td>
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<td>Debra McMahon, Permit Tech</td>
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<td>Earl Weaver, Prop. Maintenance</td>
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<tr>
<td>Tom Coghill, Public Information</td>
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<td>Allison Cook, Rehab. Code</td>
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There was a motion to approve the minutes of the January 25, 2019 Board of Directors meeting, included as part of the Board package, by Mike Williams and seconded by Gregg Fields, the motion was unanimously approved.

**Presidents Report**
President Mensinger submitted a report. President Mensinger welcomed everyone to Roanoke and asked first-time board attendees to be recognized.

**Region Chairs**
First Vice President James Moss submitted a report. Matt Westheimer provided a recap of the submitted report, which included discussion of the FY20 Budget recommended by the Region Chairs (distributed as an addition to the Board packet). After discussion of the budget, Matt Westheimer made a motion, seconded by Gregg Fields to approve the region chairs recommended budget for FY20, the motion pass unanimously.

Pete Mensinger thanked the region chairs for their all the work they do and wanted them to know how much it is appreciated.

**Region Chairs**
- **Region 1**-Terry Atwell submitted a report additionally he stated they sponsored (5) HSTTP students to the attend the Mid-Year conference and receive their certificates.
- **Region 2**-John Broughton submitted a report
- **Region 3**-Ron Schuett submitted a report
- **Region 4**-Bob Orr submitted a report *(addition to the Board package)*
- **Region 5**-Debra McMahon submitted a report
- **Region 6**-Jason Laws submitted a report
- **Region 7**-Paul Messplay submitted a report
- **Region 8**-Richard Burkard read from the report submitted by Kimberly Wimberly -Harrell

**Time & Place**
Matt Westheimer submitted a report and Mike Eutsey provided a recap of upcoming events

**Past Presidents**
Immediate Past President Gregg Fields indicated there were no recommendations from the Past Presidents at this time.

**Old Business**

**Service Provider Update**
President Mensinger provided an update on the status of the service provider survey on behalf of James Moss. He indicated that the Region Chairs report reflects the work the Region Chairs did on this project. President Mensinger stated he supports the Region Chairs decision to continue the ninety-year partnership with VML as the service provider. Matt Westheimer made a motion, seconded by Gregg Fields to continue to use VML as the service provider, the motion was unanimously approved.
Code Change Proposals
President Mensinger indicated the committee had been working on reviewing numerous code change proposals for the upcoming code hearings.

New Business

Building Safety Month
President Mensinger indicated that there is a lot of activity going on about Building Safety Month and to please continue to provide to Jada Black and Tom Coghill information that can be shared on social media and/or the webpage regarding BSM activities in the regions.

Education Committee
President Mensinger stated that Paula Eubank accepted a position out of state and provided him with a letter of resignation from the VBCOA Board, Education Committee Chair. President Mensinger appointed Richard Moore as the new Education Committee Chair.

Accessibility Certification
President Mensinger discussed the BCAAC report recommending an Accessibility Certification (see BCAAC report included in Board package), with DHCD for the purpose of ensuring training on the accessibility codes, paired up with the ICC certification exam and the Core Module. Cindy Davis indicated the process for DHCD to consider this is to convene a panel of experts to see how long the training would be (2, 3 days) etc. President Mensinger indicated he was looking for support from the Board to pursue this initiative, want to bring it back to BCAAC for a more defined framework of what this would look like. Paula Eubank stated she had sent a letter of support on behalf of VBCOA as the Education Chair, and that her letter of support was submitted with the intent for the training to be optional certification. The Board unanimously approved efforts to move this initiative forward.

Committees and Other Reports

Ad hoc Administrative
Gregg Fields submitted a report, will be sending out a request for a meeting related to code change proposals

Ad hoc High School Technical Training Program
Kyle Kratzer said he will be reaching out to schools and also asked board members to reach out to schools to see if there is anything that we can do to encourage future partnerships. Jim Ellwood, ICC stated that Virginia leads the country with schools at 23 participating.

Ad hoc Fire Code
Rick Witt submitted a report

Ad hoc Military Families Career
David Beahm submitted a report. Asked region chairs to provide him region rep. Trying to have
a call in April to see where the committee wants to go. Jim Ellwood, ICC said one of the hurdles is the military contacts want to know how many jobs can be guaranteed.

Ad hoc VCEC
David Beahm indicated there has been no activity but expects some activity soon.

Awards and Resolutions
Mike Williams submitted a report. Mike Williams thanked Paula Eubank for her work and introduced Patrick Hughes as the new co-chair. Mike indicated that he will need the President to provide guidance on the amount of scholarships for the upcoming Annual Conference and the ICC Code Hearings.

Education
Richard Moore read from a report Paula Eubank submitted as an addition to the Board package

Energy Conservation
Ellen Eggerton submitted a report

International Building Code
Florin Moldovan submitted a report

International Residential Code
Jason Laws submitted a report, additionally Jason thanked the participants who met to review over 300 code change proposals

Legislation
Ron Clements submitted a report as an addition to the Board packet

Membership
Michelle Coward provided a report as an addition to the Board packet

Permit Technicians
Debra McMahon submitted a report

Plumbing/Mechanical Code
Richard Grace submitted a report

Property Maintenance
Earl Weaver submitted a report

Public Information
Tom Coghill submitted a report (addition to Board packet)

Rehabilitation Code Committee
Allison Cook submitted a report

Web Master
Jada Black submitted a report.
**BCAAC**
Eric Rice-Johnston submitted a report *including letter of support from Education Chair, Paula Eubank, discussed earlier in the BOD meeting during new business*

**Director of Regulatory Compliance**
Sean Farrell submitted a report

**DPOR**
Mike Redifer submitted a report

**TRB**
Rick Witt submitted a report

**ICC Region 7**
James Moss submitted a report. Mike Eutsey read from the submitted report

**ICC**
Kris Bridges had nothing specific to report.

**DHCD**
Cindy Davis submitted a report, Jeff Brown represented DHCD and provided an overview of items contained in the DHCD report. Past President Fields asked what was happening with the Fire Code. Jeff Brown indicated DHCD was going to continue to work on the code changes, Kris Bridges stated he has been attending the Fire Services Board meetings and wondering if there will be VBCOA Representation at the meetings. Pete Mensinger indicated that Cindy Davis contacted Pete for recommendations for subcommittee assignments. There was discussion that the new Chair of the Fire Services Board, Codes and Standards Committee might be more open to VBCOA appointment on the Committee. Brian Hildebrand wanted to point out how much DHCD does for VBCOA and President Mensinger asked the board to recognize DHCD for their work.

**Fire Marshal**
Brian McGraw unable to attend

**VPMIA**
Rick Witt submitted a report

**WICED**
Michelle Coward reported WICED elected new officers in March. President Christina Jackson, Vice President Michelle Coward, Treasurer Carolyn Chavis, Secretary Patricia Carrington, and Immediate Past President Sandi Morris. Kris Bridges, ICC performed the duties of installing the new officers.

**Nominations**
Gregg Fields submitted a report *addition to the Board package*

President Mensinger adjourned the meeting 3:30 p.m.