VBCOA Board Meeting
May 18, 2020
Electronic Meeting

President James Moss called the meeting to order at 10:04 a.m.

John Broughton lead the pledge of allegiance.

A roll call of voting members present was conducted by Executive Director Sandra Harrington

**Roll call**

- James Moss, President
- Matt Westheimer, 1st Vice President
- Mike Eutsey, 2nd Vice President
- John Broughton, Sergeant at arms
- Pete Mensinger, Immediate Past President
- Terry Atwell, Region I
- Morgan Yates, Region II
- David Beahm, Region III
- Bob Orr, Region IV
- Richard Gordon, Region VII
- Mike Williams, Awards and Resolutions
- Patrick Hughes, Awards and Resolutions
- Christina Jackson, Education Committee
- Rick Statzer, Energy
- Corian Carney, Energy
- Richard Moore, Residential Code
- Michelle Coward, Membership
- Debby McMahon, Permit Techs
- Richard Grace, PMG
- Earl Weaver, Prop. Maintenance
- Tom Coghill, Public Information
- Allison Cook, Existing Build
- Sandy Harrington, Exec Director

**Ad hoc Ex Officio and others**

- Lisa Berger, ICC
- Kris Bridges, ICC
- Cindy Davis, ICC, DHCD
- Garrett Dyer, VDFP/SFMO
- Sean Farrell, DRC
- Gregg Fields, VCEC
- Ernie Little, VFPA
- Sandi Morris, DHCD
- Eric Rice-Johnston, BCAAC
- Rick Witt, Fire Code, TRB, VPMIA
President Moss asked for a motion to approve the agenda,

There was a motion to approve the minutes of the January 31, 2020 Board of Directors meeting provided to Board members as part of the Board packet by Mike Williams and seconded by Morgan Yates, the motion was unanimously approved.

**Presidents Report**

President Moss stated for more than 90 years VBCOA has strived to be good stewards of our communities and a leader in the building safety profession. Due to the efforts of our membership we are recognized for our contributions to the development, improvement and understanding of the building code. Now in the wake of the COVID 19 epidemic we have been faced with how to continue this legacy of commitment. I can report to you we have continued accomplish the objectives we have set for our association and have adapted to serve our localities. We have members contributing to the code development process, others have been providing guidance on remote building department operation, our education committee has been developing ways to provide remote educational opportunities, and our nominations committee has been diligently working to ensure we have candidates to fill positions.

As we navigate our path forward, we will continue to make a difference in the built environment and in the safety and welfare of our respective communities. Thank you all for you continued dedication to VBCOA.

**Region Chairs**

First Vice President Matt Westheimer asked the region chairs to provide an update of their activities

**Region Chairs**

Region 1-Terry Atwell stated they have not had any meetings due to the pandemic. They are running spots on the local radio station in conjunction with the Galax Volunteer Fire Department promoting Building Safety Month.
Region 2-Morgan Yates submitted a written report
Region 3-David Beahm submitted a report
Region 4-Bob Orr submitted a written report
Region 5-Kyle Kratzer (not present) submitted a written report
Region 6-Jason Laws (not present)
Region 7-Richard Gordon submitted a submitted a written report
Region 8-Kimberly Wingate-Harrell (not present) submitted a written report

**Time & Place**

Mike Eutsey and John Broughton submitted a written report

**Past Presidents**

Immediate Past President Pete Mensinger submitted a written report

**Nominations**

Immediate Past President Pete Mensinger submitted a written report and provided an updated report as an addition to the Board packet reflecting the Nominations Committee recommendation
to the Board of Directors Sean Farrell to continue as the Director of Regulatory Compliance (DRC), President Moss made a motion, seconded by Morgan Yates to accept the recommendation, the motion was unanimously approved. Mensinger indicated the Nominations Committee recommended Casey Littlefield for the ADTAC position, President Moss made a motion, seconded by Allison Cook, to accept the recommendation, the motion was unanimously approved.

**Old Business - Website**
President Moss indicated that Brian Jessee has taken over the content management of the VBCOA website due to the resignation of Jada Black in April. President Moss indicated that he has asked Mike Eutsey and John Broughton to work with Brian Jessee to evaluate website needs and they will report back to the Board in the future.

**New Business - Budget**
Matt Westheimer presented the Proposed FY21 Budget, stating that the Region Chairs had met several times to work on the FY21 Budget. Sandra Harrington provided an overview of a few slight changes which were the result of the COVID 19 events cancellations, credits, and the uncertainty of hosting the Annual Conference this year (*the Annual Conference will be revisited at the next Board of Directors meeting*). There was a motion by Morgan Yates, seconded by Allison Cook to approve the Proposed FY21 Budget, motion carried 19-1.

**Committees and Other Reports**

**Awards and Resolutions**
Patrick Hughes and Mike Williams submitted a written report. Since the deadline for the scholarships is July 10, Mike Williams reported at this time they were not sure how many had applied. Sandy Harrington verified there have been some applications thru the survey monkey link and will provide this information to the A&R chairs.

**Education**
Christina Jackson submitted a written report. She also reported they are working on ideas for conducting the NRS training. There was discussion about the various free or low-cost training opportunities available. The education committee will be seeking ways to better connect online CEU training opportunities for members, particularly with COVID 19 in person training implications(s).

**Energy Conservation**
Rick Statzer submitted a written report

**International Building Code**
Florin Moldovan (not present) submitted a report

**International Residential Code**
Richard Moore reported the IRC Committee met on March 5, 2020 to review the ARC fault code change proposals. After lengthy discussion consensus for approval was reached.

The Residential Uses Sub Work group is looking at RB 302.3-18

Sean Farrell reported the IRC/VRC Committee voted to support full arc-fault implementation in
VA, therefore the DRC is withdrawing the previous request for a full Board vote on the matter.

**Legislation**
Ron Clements (not present) provided a written report, final recap of the bills VBCOA was tracking in the Legislative report.

**Membership**
Michelle Coward submitted a written report. Michelle provided updated membership numbers reflecting 1,021 members. Michelle also indicated she had received a request for an Honorary member. President Moss stated he has received 2 nominations for Honorary membership, and this will be taken up at the Board meeting prior to the Annual Business meeting to present to the general membership.

**Permit Technicians**
Debra McMahon submitted a written report

**Plumbing/Mechanical Code**
Richard Grace submitted a written report

**Property Maintenance**
Earl Weaver provided information about the Property Maintenance forum held in conjunction with DHCD

**Public Information**
Tom Coghill thanked everyone for their contributions to the newsletter and it was discussed he would try to do them quarterly. He thanked Randy Pearce who has been sending a lot of news items his way.

**Existing Building Code Committee**
No report

**Ad Hoc Administrative**
Sean Farrell reported the residential use group subcommittee is struggling with consensus due to various opinions on the topics being discussed. There is also some confusion with intended goals and outcomes. Therefore, DRC is recommending that the IBC/VCC and IRC/VRC committees review any proposed language coming out of this group.

**Ad hoc High School Technical Training Program**
Kyle Kratzer (not present) submitted a written report

**Ad hoc Fire Code**
Rick Witt submitted a written report

**Ad hoc Military Families Career**
No report submitted

**Ad hoc VCEC**
David Beahm and Gregg Fields submitted a written report

**Web Master**
Brian Jessee submitted a written report

**BCAAC**
Eric Rice-Johnston submitted a written report

**Director or Regulatory Compliance**
Sean Farrell reported there is a three month pause on 2018 Code Development Cycle to allow for stakeholder groups to focus on their organizational adjustments and responses to COVID19.

a) The May Board of Housing meeting and Public Hearing has been postponed to June 26, 2020 which is the end of the Public Comment period for the proposed phase regulations

b) July 3, 2020 is the deadline for proposed code changes to the final phase regulations

c) Workgroups will commence June through August – see attachment for schedule

d) September and December Board of Housing meetings will focus on taking action on the final regulations
   i. The final regulations will then be published in the VA Register which commences the petition period
   ii. Anticipated best case scenario is adoption by July 2021

**DPOR**
Michael Redifer submitted a written report

**TRB**
Rick Witt provided a written report

**ICC Region 7**
Rick Witt reported there was a conference call meeting last week, there were scheduled meetings in New Jersey and August in Hagerstown, however, everything is TBA due to COVID-19.

**ICC**
Kris Bridges and Cindy Davis provided the May ICC report as an addition to the Board packet

Cindy Davis stated that the ICC Annual Conference, and Business meeting, along with all activities associated with the ABM (such as officer elections etc.) have been postponed 1 year until 2021 in Pittsburgh.

Cindy Davis thanked President Moss for helping with a podcast about Building Safety Month. Davis reminded the Board that ICC has training available at no cost.

Davis stressed the importance of localities requesting funds from the CARES direct funds under the Community Development Block Grant Coronavirus Program (CDBG-CV) and suggested
Building Officials talk to their economic development directors

Davis stated there are new digital badges from ICC which is a good way for members to share their professional credentials.

Davis reported that Guy Tomberlin is the new ICC PMG VP which is great news.

Cindy stated the ICC Professional Development Council deadline for applications is May 22.

Lisa Berger reported they had 1,386 responses to our COVID-19 survey, including 61 from Virginia. ICC will release a comprehensive report of the survey with a review of the best practices in the next couple weeks. We have been using these responses to tailor our advocacy efforts to the Federal Government and Congress as well as our efforts in Virginia.

Building on Ms. Davis’s comments on continuing advocacy, she reported ICC resources can be found on the ICC website: Coronavirus Advocacy Resources and encourages members to reach out within their own communities to advocate for support for relief funding for virtual resources. She stated she is happy to help anyone with language for local outreach. To kick off this effort, a letter was sent to Governor Northam asking him to utilize federal funding authorized under the CARES Act to assist building and fire prevention departments in continuing their essential functions during the pandemic. President Moss signed onto this letter and separately sent a follow-up letter.

Berger stated the ICC GR team is working on launching our next phase of advocacy to connect with survey respondents in HUD’s Entitlement Communities receiving direct funding under the Community Development Block Grant Coronavirus Program (CDBG-CV) and she will be reaching out to those who responded to their survey that might be eligible for that direct funding. She also provided an update of those CDBG entitlement communities receiving direct federal funding, stating her outreach plan is to work with those who responded to the survey that indicated they have virtual needs and would benefit from this funding and also encouraged any of other jurisdictions to reach out if they are interested in assistance.

**DHCD**

Cindy Davis provided a written report as an addition to the Board packet. Cindy highlighted the importance of localities notifying DHCD within 30 days of a new Fire, Building, Property Maintenance official, which needs to be on jurisdictional letterhead, signed by the proper local appointing authority.

John Broughton asked if the Energy training was mandatory. Cindy indicated the Energy training is mandatory for every Building Official, as well as Residential Building Inspectors, Commercial Building Inspectors and Plans Review Examiners.

**Fire Marshal**

Garrett Dyer provided the following information, two Assistant State Fire Marshal (ASFM) positions have been filled by William “Billy” Hux (ASFM- Special Operations) and Joshua Davis.
The SFMO has been working with many state institutions and healthcare facilities regarding fire prevention inspections and challenges posed by COVID-19.

The Fire Marshal Academy is planning to continue course offerings and continuing education training opportunities while ensuring adherence to state guidance on social distancing and will also be planning for distance learning opportunities for continuing education.

**VFPA**

Ernie Little provided a written report, as an addition to his report he indicated that they have arranged for those needing 1031 re-certification hours at no cost, for information go to the website [http://www.vfpa.org/](http://www.vfpa.org/)

**VPMIA**

Richard Grace reported the VPMIA Board of Directors last met on April 24, 2020. The VPMIA Annual School of Instruction scheduled for April along with the Summer School of Instruction scheduled for July have been canceled. Discussions are under way for scheduling a virtual General Membership meeting to vote on officers and district directors for the 2020/2021 fiscal year. The current officers and district directors have all agreed to continue their service for this period should the membership agree. There will also be a vote conducted for a proposed By Laws change that will permit retired members “Active Membership” status.

Most importantly, he stated that he wanted to recognize one of VPMIA members, Randy Bowman, who lost his battle with cancer this past Friday, May 15, 2020. Randy was a gentle person, a nice person filled with passion. He always had a positive attitude and was always willing to jump in and help others. He loved war history, music festivals and time in the country on the family farm. Randy never spoke ill of anyone and Richard said in conversations with him, his passion would be shown to be fair and balanced. He embraced life, doing something he enjoyed almost every weekend. Randy enjoyed working as an inspector in Fairfax County and actively participating in VPMIA. The world has lost a kind soul.

**WICED**

Christina Jackson submitted a written report

Motion to adjourn by John Broughton, seconded by Pete Mensinger and unanimously approved at 12:04 p.m.