President James Moss called the meeting to order at 9:00 a.m.

John Broughton led 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
- Kyle Kratzer, Region V
- Jason Laws, Region VI
- Richard Gordon, Region VII
- Patrick Hughes, Awards and Resolutions
- Christina Jackson, Education
- Rick Statzer, Energy
- Dan Willham, IBC
- Richard Moore, IRC
- Ron Clements, Legislative
- Michelle Coward, Membership
- 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
- Jeff Brown, DHCD
- Cindy Davis, ICC
- Sean Farrell, Admin, DRC
- Gregg Fields, Admin, VCEC
- Sandi Morris, DHCD
- 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 May 18, 2020 Board of Directors meeting. Sean Farrell asked that the first sentence to the Ad Hoc Administrative Committee report be stricken, he then made a motion to approve the May 18, 2020 minutes, as amended, seconded by Matt Westheimer. The motion was unanimously approved.

**Presidents Report**
President Moss stated due to the pandemic, there was not much to report at this time.

**Region Chairs**
First Vice President Matt Westheimer asked the Region Chairs to report.

**Region Chairs**
Region 1-Terry Atwell submitted a written report.  
Region 2-Morgan Yates submitted a written report  
Region 3-David Beahm submitted a written report  
Region 4-Bob Orr submitted a written report  
Region 5-Kyle Kratzer submitted a written report  
Region 6-Jason Laws submitted a written report  
Region 7-Richard Gordon 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

**New Business**
Possible new Ad Hoc Committee to develop best practices guide. President Moss indicated that Tom Coghill had suggested it might be good to prepare some sort of best practices guide, how to operate departments virtually during a crisis. There was discussion and agreement that there did not need to be a new committee formed but that Tom Coghill, President Moss, Allison Cook would work on this issue and report back to the Board. Cindy Davis indicated after the code update, could also facilitate a meeting with VOSHA.

**Committees and Other Reports**

**Awards and Resolutions**
Patrick Hughes and Mike Williams submitted a written report

**Education**
Christina Jackson submitted a written report
**Energy Conservation**
Rick Statzer submitted a written report

**International Building Code**
Dan Willham submitted a written report

**International Residential Code**
Richard Moore nothing to report

**Legislation**
Ron Clements submitted a written report

**Membership**
Michelle Coward submitted a written report and stated that the VBCOA 2021 Membership drive would begin November 1, unless there were further direction from the BOD.

**Permit Technicians**
No report was submitted. Debra McMahon was unable to attend.

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

**Property Maintenance**
Earl Weaver indicated the PM has not met due to the pandemic.

**Public Information**
Tom Coghill thanked Randy Pearce for all the items he has been sending him. Tom indicated he needs help with the newsletter.

**Existing Building Code Committee**
Allison Cook reported on the activities of the Repairs, Alterations, and Additions for the Energy Code

**Ad Hoc Administrative**
Sean Farrell submitted a report as an addition to the Board package.

Mr. Farrell asked for additional direction on the Accessory Dwelling Units from the Board. Cindy Davis discussed possibly legislative route (costs, rental, affordability) and asked for support.

**Ad hoc High School Technical Training Program**
Kyle Kratzer reported that VPMIA possibly will be developing a virtual training to offer to High School students at no cost.

**Ad hoc Fire Code**
Sean Farrell and President Moss reported that the Fire Services Board was moving in a positive direction to work on a consensus agreement and need to now review chapters 1 – 10.
Ad hoc Military Families Career
David Beahm submitted a written report

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

Web Master
Brian Jesse submitted a written report

BCAAC
Matt Westheimer reported that Cindy Davis has reviewed certification standards and supports the changes, consensus was to stay the same. Removal of CEU requirement failed.

Director or Regulatory Compliance
Sean Farrell submitted a report as an addition to the Board packet

DPOR
Michael Redifer submitted a written report

TRB
Rick Witt reported there were 2 meetings held virtually. Rick indicated he needed to recuse himself due to a conflict from one of the cases. Next TRB will be in September. Christina Jackson provided some information on one of the cases. Sean Farrell stated he was not aware that the TRB could not render an interpretation when involved with an appeal.

ICC Region 7
David Beahm indicated there was a scheduled meeting August 27, in Hagerstown, but not sure who to contact to determine if meeting was still being held, in person, as scheduled.

ICC
Cindy Davis submitted the ICC report, additionally, wanted to congratulate Ron Clements as the recipient of the Emory Rodgers ICC Scholarship.

DHCD
Jeff Brown submitted a written report

VFPA
Ernie Little submitted a written report

VPMIA
Richard Grace submitted a written report

WICED
Christina Jackson submitted a written report

Motion to adjourn by John Broughton, seconded by Pete Mensinger and unanimously approved at 10:38 a.m.