

**VBCOA Board Meeting
March 19, 2021
Electronic Meeting**

President James Moss called the meeting to order at 9:01 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, Imm. Past President
Terry Atwell, Region I
Morgan Yates, Region II
David Beahm, Region III
Gary Fisher, Region IV
Kyle Kratzer, Region V
Jason Laws, Region VI
Richard Gordon, Region VII
Kimberly Wingate-Harrell,
Region VIII
Mike Williams, Awards and Resolutions
Christina Jackson, Education, TRB
Rick Statzer, Energy
Dan Willham, IBC
Richard Moore, IRC
Julie Walton, Legislative
Michelle Coward, Membership
Earl Weaver, PM Committee
Tom Coghill, PIO
Allison Cook, Existing Building
Sandy Harrington, Exec Director

Ad hoc Ex Officio and others

Lisa Berger, ICC
Kris Bridges, ICC
Cindy Davis, ICC
Janice Dornon, Abingdon
Gregg Fields, Admin, VCEC
Sean Farrell, Admin, DRC
Nancy Head, Abingdon
Ernie Little, VFPA
Sandi Morris, DHCD
Randy Pearce, Emporia
Robert Waite, UVA
Julie Walton, Legislative

President Moss indicated there was an addition to the agenda, adding amended Region VI By-Laws. There was a motion by Richard Gordon, seconded by Matt Westheimer, to approve the agenda. The motion was unanimously approved.

A motion to approve the minutes of the January 15, 2021 Board minutes provided as part of the Board packet was made by Matt Westheimer, seconded by Morgan Yates. The motion was unanimously approved.

Presidents Report

President Moss commended Mike Eutsey and John Broughton and others working on the Conference for getting the Virtual Mid-Year Conference ready which will be held next week, March 22 and 23. President Moss noted the larger than expected turnout and how this is a testament that our members need to come together as a group. He also stressed the importance of the Board members visiting the Exhibitors and letting them know how much we appreciate their support.

President Moss also reminded everyone that Building Safety Month (BSM) is coming up in May and encouraged Departments to do something to promote BSM, even if it is virtual.

President Moss also commended Christina Jackson for the ICC Training held earlier in February. Christina indicated there were 115 who attended the training.

Region Chairs

First Vice President Matt Westheimer indicated the Region Chairs met on February 5th to complete the FY22 Budget which will be discussed later in this agenda. He invited the Region Chairs to share their activities.

Region Chairs

Region 1-Terry Atwell indicated Region I has one meeting since the Board last met which included training from the American Wood Council, they had over 30 attendees.

Region 2-Morgan Yates submitted a written report. He also stated that Region II has met twice since the last Board meeting which including some training and have been well attended.

Region 3-David Beahm submitted a written report. He also stated that Region 3 met virtually on March 11, 2021 for the first time since March 2020 and this meeting included training and the meeting was well attended.

Region 4-Gary Fisher reported Region IV met on March 18, he said they have been meeting in person and by zoom. He indicated Region IV had utilized some seed money for the Culpeper Trade School. Fisher additionally reported Region IV voted on some slight changes to their By-laws, to be addressed later in the agenda.

Region 5- Kyle Kratzer submitted a written report. He also reported Region V met on March 18 virtually and had approximately 50 attendees. Training was provided by Simpson Strong Tie-Alternate Wall bracing solutions. Still getting used to the virtual meeting environment, while not the same as meeting in person, the virtual environment provides the opportunity to reach more people.

Region 6- Jason Laws reported Region VI met on February 16 using Microsoft team virtually. Jason indicated he agreed with Kyle, sometimes the virtual meetings are a struggle, but they are also seeing an increase in participation. Region VI held training on Floodproofing, and their next meeting is April 20.

Region 7- Richard Gordon reported Region VII has held two meeting since the January board meeting mainly focused on the upcoming energy changes as well as identifying training opportunities for the coming year and made some minor adjustments to the Region bylaws to align more closely with the VBCOA bylaws, for more flexibility adapting to the virtual environment and allowing for remote voting options.

Region 8- Kimberly Wingate-Harrell reported Region VIII has not met in 2021, planning a meeting in April.

Time & Place

Mike Eutsey and John Broughton provided a written report (*addition to the Board packet*).

Past Presidents

Immediate Past President Pete Mensinger submitted a report (*addition to the Board packet*). The Past Presidents have not met since the last Board of Directors meeting. They are finalizing the job description for Immediate Past President position and will present that at the fall conference.

Nominations

Immediate Past President Pete Mensinger submitted a report (*addition to the Board packet*). Mensinger reported the nominations committee has met three times. The Committee had four positions that the Committee needed to make recommendations to the Board of Directors. The nominations committee received nine applications and interviewed seven candidates for the four positions. The nominations committee made the following recommendations to the Board of Directors for consideration:

DPOR-Vernell Woods
TRB-Eric Mays
ICC Region VII-Mike Eutsey
ICC Region VII-Alternate John Broughton

There as a motion by Pete Mensinger, seconded by Michell Coward, to approve the nominations committee recommendation of Mike Eutsey as the ICC Region VII Representative. The motion was unanimously approved.

There was a motion by Pete Mensinger, seconded by Alison Cook, to approve the nominations committee recommendation of John Broughton as the ICC Region VII Alternate Representative. The motion was unanimously approved.

There was a motion by Pete Mensinger, seconded by Christina Jackson, to approve the nominations committee recommendation of Eric Mays to be the TRB representative. The motion was unanimously approved.

There was a motion by Pete Mensinger, seconded by Michelle Coward, to approve the nominations recommendation of Vernell Woods at the DPOR Representative. There was discussion about the nomination. After the discussion there was a roll call vote, the results of the roll call vote 19 Yes, 2 No, 1 abstain, 1 recused (*due to being a candidate in the process*). The motion was approved.

Association Business

Mid-Year Conference

Mike Eutsey thanked Sandy, John, Michelle, Allison, and others who have been involved with planning the Mid-Year Conference. Mike provided a demonstration of the Virtual Exhibit Hall and the EventMobi APP. Pointing out that attendees will have access to 12 total training sessions and will be able to access training sessions for up to 30 days after the conclusion of the event (recorded). President Moss also thanked Mike Eutsey and John Broughton for all their work on the Conference and mentioned the First Responder Coin that had been mailed to those who registered early. Michelle Coward was also acknowledged for her work with the Exhibitors as well as Allison Cook for her work with securing volunteer moderators for the sessions. Sandy Harrington reported that total attendance including Exhibitors, Speakers, and attendees was 279 participants.

TRB (moved up in the agenda)

Eric Mays and Christina Jackson had to leave so they were moved out of order on the agenda. Eric Mays reported that he and Travis Luter, TRB Secretary, has provided virtual training back in November to Region V and had over 80 attendees. He indicated that if any of the Regions want similar training to reach out. Mays, Witt, and Luter will also be joining President Moss for the Final Friday Chat on Friday, March 26. They are trying to do more outreach and training about what the TRB does.

Mays indicated the January meeting had three issues that the TRB will be voting on today and issuing a final order: interpretation whether in an unfinished basement you have to finish off the underneath of the stairs; a farm buildings case which hopes to be instructive on what you can and cannot do; and a case about the definition of “responsible party” (in a contractual dispute between the owner and contractor on new construction, the Building Official in this case issued the NOV against both the home owner and the contractor).

Education (moved up in the agenda)

Christina Jackson submitted a written report. Christina reported that the Education Committee hosted a virtual ICC training on February 24 and had over 115 participants. She stated that the training was also approved thru the Fire Marshall’s office for CEU credit. Christina reminded members that the training should be limited to VBCOA members.

Christina Jackson reported that John Broughton and Ron Clements will be assisting with putting on an NRS Training in the April/May timeframe and the dates will be forthcoming.

Christina Jackson asked that the Region Chairs please send her the name of their current Education Committee Chair.

Mike Eutsey reported the President Moss Final Friday Chats were approved for ICC CEU credit. President Moss requested that Christina Jackson ensure all who have attended have training

certificates.

There was discussion about the Mid-Year Conference and whether non-registered attendees could access the training materials later for a fee. There was discussion about the value of virtual training offerings, however, caution since this is the first VBCOA Virtual Conference and needing to evaluate the quality of the recorded training materials. Many supported the ability to register more attendees than they would normally be able to send to an in-person conference, as well as being able to register VBCOA members from different job types/work groups. These factors will be considered by both the Conference Chair and the Education Chair going forward.

VBCOA Business Item 2-FY Budget 2022

Matt Westheimer reported that the Region Chairs met on February 5, 2021 to prepare a very conservative-balanced budget for FY22 for the Board to consider. Sandy Harrington provided a line-item overview of the FY22 Region Chairs Budget mark-up. There was a motion by Matt Westheimer, seconded by Morgan Yates to accept the proposed FY22 Budget. The motion was unanimously approved.

VFPA (moved up in the agenda)

Ernie Little submitted a written report. Mr. Little request his verbal report be moved up in the agenda because he had to leave. Mr. Little reported the VFPA is planning an in-person Conference, May 24-26, Holiday Inn North, Virginia Beach. The training will offer some sort of virtual presence and will include the Annual meeting, Election of officers, and 20 hours of training, which has been approved by both ICC and the Virginia Fire Marshal Academy. Registration will be released in the next few weeks.

Committees and Other Reports

Awards and Resolutions

Mike Williams submitted a written report (*addition to the Board packet*). Mike reported the Committee awarded 24 scholarships for the Mid-Year Conference.

Energy Conservation

Rick Statzer stated he had nothing to report

International Building Code

Dan Willham indicated the IBC is currently reviewing over 500 proposed code changes. Willham asked if the Region Chairs could please ensure their IBC Committee Chair are actively participating. Sean Farrell stressed the importance of active participation in the Code reviews so VBCOA positioned to provide the IBC the VBCOA recommended positions when the hearings start in April.

International Residential Code

Richard Moore indicated he had nothing new to report.

Legislation

Julie Walton reported that Ron Clements and Joel Andrus will provide the legislative update at the Membership meeting on March 23.

Membership

Michelle Coward submitted a written report which includes a breakdown by Region as well as by membership type. We had almost 100 new members and she has reached out to them personally and invited them to attend the conference and particularly to join the new members breakout session during the conference on Monday afternoon.

Permit Technicians

David Beahm reported on behalf of Paula Fristoe that a meeting held last Friday and was well attended. They are working with DHCD to provide additional training specifically for Permit Technicians. Beahm also encouraged supervisors to support the Permit Technicians being involved in training. Gary Fisher stated their Permit Technicians have been appreciative of being able to participate in virtual trainings because a lot of times the frontline staff are not able to get away and have been able to participate in training due to the flexibility the virtual training environment provides for those who might not normally be able to get away from the office and hopes we can continue to support providing training to this group.

Randy Pearce indicated Emporia recently lost their Permit Technician and they will be hiring soon. He suggested that the Board consider some sort of mentoring program for Permit Technicians. Gary Fisher stated he was fortunate to have (4) certified Permit Technicians and offered to help where needed.

Addition to the Agenda- Region VI By-Laws Change

Gary Fisher stated Region IV recently updated their By-Laws. Adding a Secretary and amending language to the terms of officers.

Officers may serve a maximum of 2 consecutive terms except for the treasurer *and secretary* who may serve until the position is filled.

Matt Westheimer made a motion, seconded by Mike Eutsey, to approve the Region IV updated by-laws.

Plumbing/Mechanical Code

David Beahm reported he attended a meeting last week and do have positions on code changes. Richard Grace will be getting them out shortly.

Property Maintenance

Earl Weaver stated first meeting will be April 9 and will be held virtually. They are having a training with Simpson Strong Tie.

Public Information

Tom Coghill said he is assembling items for the next newsletter and please send him information to be included. He announced the Region of the Year winner Region I and Merit Region of the Year is Region II. He stated he will send out the application for the 2021 Region of the Year and suggested Regions save the application and add their activities throughout the year. President Moss indicated a lot of Regions were reluctant to submit applications this year due to COVID but encourage everyone to submit

Existing Building Code Committee

Allison Cook stated the Committee has not met since the last VBCOA Board meeting but will be meeting soon. Cook indicated she was selected to sit on the ICC's Group B, she also reminded people to pre-register to speak at the Code A Hearings coming up.

Additionally, Alison indicated she needs to get the names of the Region Chairs EBBC representatives.

Ad Hoc Administrative

Sean Farrell stated there is no report. Waiting for new code changes for Virginia and ICC

Ad hoc High School Technical Training Program

Kyle Kratzer reported the HSTTP is a mixed bag right now. Some schools have reached out to him to say how the HSTTP has been a great resource during COVID. New Technical School in Culpeper, they are ready to start signing up students. In Fairfax County, setting up an internship program with the Community College, trying to connect that with the HSTTP.

He said that ICC has updated their website, they have a lot of resources. Alison Cook someone with ICC is working on this and will connect Kratzer with that person.

Lisa Berger said that members of the Government Relations Team are working on the HSTTP based in New England region that can provide some assistance.

Ad hoc Fire Code

President Moss indicated the Fire Code Committee does not have anything new at this time. David Beahm stated some concerns based on some classes; Cindy Davis will follow up with him. Sean Farrell asked that he be included in the discussion.

Ad hoc Military Families Career

David Beahm provided a written report. He asked Lisa Berger if anyone has been placed in the job from ICC, Lisa Berger stated she will need to do some research on this. David Beahm indicated it continues to be difficult to get participation.

Ad hoc VCEC

David Beahm stated they have not met. It appears they will not have any training this fall. Hoping will have activity soon so that they do not fall behind.

Web Master

Brian Jessee submitted a written report (*addition to the Board packet*)

BCAAC

Matt Westheimer stated BCAAC met February 12 virtually. He indicated the Code Academy activity reported BCAAC reached 973 people virtually this year. Core redevelopment, code update change training will be provided that will be occurring within the next code adoption cycle.

Regulatory Compliance

Sean Farrell indicated he had nothing to report

DPOR

Mike Redifer submitted a written report (*addition to the Board packet*)

ICC Region 7

President Moss indicated that ICC Region VII will be meeting in April

ICC

Cindy Davis provided an overview of items in the submitted report.

Ms. Davis indicated that earlier in March the ICC voted that the IECC will be developed as a standard not a Code. She indicated it is still part of the ICC family of codes, just the development of the codes will be done as a different process and will not change the way Virginia handles it.

Davis referred to *The Path Forward on Energy Sustainability and Climate Change*– a guide pulled together by ICC (*addition to the Board packet*).

Encouraged to apply to be appointed to a Committee and/or Sub-Committee.

Look at the Standards process on the ICC Website.

Reminder, deadline for ICC award nominations has been extended to April 12. Emory Rodgers fellowship application is open. Please think about it for yourself or someone on your team.

Building Safety Month – *Prevent, Prepare, Protect – Building Codes Save*. Think about how you can participate this year. Events will be virtual this year. Proclamation already on the website.

Code hearings coming up April 11 – May 5

Track 1 April 11-21 IBC-E: IBC-FS: IBC-G: IPMC/IZC: ISPSC

April 22-24 no hearings

Track 2 April 25-May 5, IFC/IWUIC; IFGC; IMC; IPC/IPSDC; IRC-M; IRC-P

Cindy Davis reminded everyone to mark their calendars for the planned in person ICC Conference, September 19-22, 2021, with the Code hearings scheduled for September 22-29, 2021, in Pittsburgh, PA. Additionally, a reminder that it is never too early to plan for the Group B Spring hearings set for March 27-April 6, 2022, in Rochester NY.

ICC started to do some work on Inclusion and Diversity. Henry Green was a panelist in the discussion, how building codes can focus on equity.

Kris Bridges reported Federal Pre-Emption, contact him if interested. Bridges congratulated Pulaski County for receiving the SolSmart Gold Designation Award from Virginia's Department of Mines, Minerals, and Energy's SolSmart Program through the Energy Transition Initiative of the University of Virginia. Additional communities in Virginia that have achieved this designation are Alexandria and Fairfax. Other Virginia communities that have a SolSmart designation include Arlington (Bronze), City of Fairfax (Bronze), Silver – Richmond, Loudoun, Charlottesville, and Blacksburg. Matt Westheimer stated that Williamsburg also have a SolSmart designation.

Kris Bridges stated that he is in the last year of his appointment to the Manufactured Housing Board and that those interested should contact the Nominations Committee for more information.

Lisa Berger stated the ICC Learn Live will be held April 19-21, 2021 which is a 4-day online training event offered by ICC <https://www.iccsafe.org/about/news-and-events/icc-learn-live-2021s/>

American Rescue Plan \$350 Billion dollars of relief which will be directly allocated to localities of all sizes. These funds can be used for building departments virtual operations, those who experience budget or staffing impacts, reach out to the person in your locality. Lisa Berger indicated they have talking points on the ICC Resource Center, planning some webinars.

DHCD

Cindy Davis provided a report (*addition to the Board packet*)

Cindy Davis stated the code updates have been published in the Virginia register

Will immediately start on the 2021 Code Changes. Code Committees will be starting this fall, anticipate the NORA will be approved before the end of the year, Residential Sprinklers, and In-Building Emergency Committee; Energy and Resiliency will continue as a special work group

Building Safety Month for DHCD will be virtual this year, the proclamation has been sent to the Governor's office, will provide more information as soon as they have it

Amusement Device Decals are available, need to send Sarah Foote an email to get them, they only go to the Building Department.

Sandi Morris gave a shout-out to the Building Academy staff for all their work in the transition to virtual. Viridian Training remains available online thru VBCOA learning center. Viridian did other outreach efforts which offer resources for implementing the Energy code.

Working with Permit Tech Committee to provide Permit Tech Training, 2 days- Tips and Tricks and Plan Review for Permit Techs, both scheduled for April. Open to anyone but geared for Permit Techs. Will continue to try to provide CE training for the Permit Technician every year. Morris also indicated they have brought on 2 part time staff to assist with Code change updated training and hope to be able to release code change training schedule mid-May

Staff are working on updating Core-assembling a Committee of SMEs to make sure there is diverse representation that represents the workforce and technical competencies necessary. Target release is August. Also reviewing content delivery methods, are there trainings in core that would be better online as a self-paced training. Allowing to expand on in person content and beginning to have discussions about what resuming in-person classes might look like, hoping by the Fall.

Morris indicated they have a robust CE schedule so check out calendar. Made improvements to the registration system. Reminder N-Z to get the CE's in, due May 1st.

Cindy Davis wanted to echo kudos to the work of the BCAAC staff to transition to completely virtual really allowed for them to continue to provide training.

VPMIA

David Beahm reported they are planning to have their training coming up soon and it will be held virtually, more information will be posted soon. They will have training available in May in conjunction with Building Safety Month, revolving around the BSM theme- those things are still being worked out.

WICED

Christina Jackson submitted a written report.

Michelle Coward reported they had an Annual membership meeting Feb 26. Working on more training for members. Working with Habitat for Humanity. Had a lunch and learn with the WICED National.

Matt Westheimer made a motion, seconded by John Broughton to adjourn the meeting. President Moss adjourned the meeting 11:53 a.m.