Approved 6.6.2025

VBCOA Board of Directors
Meeting Minutes March 9, 2025
Hotel Roanoke, Roanoke Virgina

President Michelle Coward, called the meeting to order at 1:02 p.m.
Seargeant at Arms Dennis Hart, led the board in the pledge of allegiance.
Executive Director, Sandra Harrington, conducted a roll call of voting members.

Voting Members Present
Michelle Coward, President
Jason Laws, 1st Vice President
Kyle Kratzer, 2nd Vice President
Dennis Hart, Seargeant at Arms
John Broughton, Immediate Past President
Gary Jackson, Region I
Mark Bowles, Region II
David Smithgall, Region III
Michael Dellinger, Region IV
Matthew Hawkes, Region V
Kemper Elder, Region VI
Quentin Mascari, Region VII
Lee Ostheller, Region VIII
Nathan Young, Education Committee
DeAnthony Pierce, Energy Committee
Dan Willham, IBC
Rick Adams, IRC
Ron Clements, Legislative Committee
Carolyn Chavis, Membership Committee
Amanda Spittle, Permit Technicians
Earl Weaver, Property Maintenance Committee
Tom Coghill, Public Information Committee
Kenny Hackworth, Existing Building Code Committee

Ad Hoc Ex Officio and others present
Odysseus Aseron, City of Richmond
John Beach, Amherst County
David Beahm, Warren County
Kelly Bradley, City of Richmond
Kris Bridges, BCAAC
Mark Casteel, Chesterfield County
Ivonne Chevere, Chesterfield County
Jenna Goodman, DRC
Mary Cox, Chesterfield County
Terry Ganey, Prince William County
Lynda Smith-Greve, Matthews County
Gregg Fields, City of Alexandria

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Charles Fulcher, City of Danville
James Hays, Retired
Henry Hollander, City of Alexandria
David Kent, Chesterfield County
Eric Mays, TRB
Charles Meade, IBTS
Pete Mensinger, City of Alexandria
John Millette, City of Hampton
Florin Moldovan, DHCD
Daniel Mouer, City of Richmond
Sandi Morris, DHCD
Rebecca Painter, Orange County
Marcus Sherrod, City of Norfolk
Sara Shrieves, City of Richmond
Avi Smith Rose, ICC
Brandon Rou, Chesterfield County
Otis Vaughan, Halifax County
Robert Waite, UVA
Kyle Wilson, City of Richmond
Kristopher Wright, Chesterfield County

Approval of agenda
John Broughton made a motion approve the agenda, seconded by Lee Ostheller, the motion was unanimously approved.

Approval of Minutes
Tom Coghill made a motion to approve the minutes, seconded by Quentin Mascari, the motion was unanimously approved.

PRESIDENT REPORT
President Coward submitted a written report and verbally provided highlights from the submitted report. Discussed the VBCOA Board Orientation in January and the importance of Board members being familiar with the By-Laws, Strategic Plan, and Job Descriptions. Ms. Coward indicated she has been attending region meetings along with the other elected officers and plan to continue to visit the Regions.

REGION CHAIRS
Jason Laws reported that the Region Chairs met this morning to begin the work on the FY26 budget.

Region I- Gary Jackson was returned to the position of Region I chair. He stated that Region I provided (2) scholarships for the Mid-Year Conference

Region II- Mark Bowles submitted a written report. Offered 6 scholarships for this conference and had 16 applicants for this. Presented a check for $1,250 for VBCOA. Training provided by Rick Hinson.

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Region III- David Smithgall submitted a written report.

Region IV- Mike Dellinger indicated that Region IV met in January which included a roundtable discussion. The next meeting is in March and they meet the 3rd Thursday of every month. They are currently working on training for that event.

Region V-Matt Hawkes indicated their next meeting is March 20 and they have some upcoming training.

Region VI- Kemper Elder submitted a written report.

Region VII-Quentin Mascari submitted a written report

Region VIII- Lee Ostheller indicated they met on February 25. 2025 and held a training and nominated new officers. They voted to support Norfolk BSM activities and provide $800.

TIME AND PLACE
Kyle Kratzer provided a verbal update of future events to include:
ICC 2025 Group B Committee Action Hearings 4/27-5/2
VBCOA Annual Conference Sept 7-9, 2025

PAST PRESIDENT
Immediate Past President John Broughton submitted a written report which included a proposed by laws change related to retiree membership, this item will be addressed later in the agenda.

Unfinished Business

1. Proposed by Law Change related to retired membership

Michelle Coward provided a discussion of the background of the proposed by-laws change Dan Willham made a motion to accept the proposal as presented, seconded by Kris Bridges, to accept the by-laws change as presented. There was some discussion. The motion was unanimously approved as presented.

New Business
John Broughton indicated that the Nominations Committee received many great applicants.

Recommendation of ADTAC position Mike Dellinger, Michelle Coward indicated this recommendation did not need a second because it come from the Nominations Committee. The vote was unanimous to approve the recommendation.

Recommendation of TRB position Eric Mays, Michelle Coward called for a vote on the recommendation. The vote was unanimous to approve the recommendation.

AWARDS AND RESOLUTION
Patrick Hughes and Richard Moore submitted a written report.

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EDUCATION

Nate Young submitted written report additionally he wanted to thank Jenna Goodman and Mike Eutsey for helping to ensure VBCOA can conduct future training.

ENERGY

DeAnthony Pierce submitted a written report, in addition, Mike Hamilton from Arlington County has been added as the Co-Chair.

INTERNATIONAL BUILDING CODE

Dan Willham submitted a written report. He indicated that since his report, there was a meeting of the IBC and the committee agreed as a revision to the 2024 Code language:

[F] 903.3.1.2 NFPA 13R sprinkler systems.

Automatic sprinkler systems in Group R occupancies shall be permitted to be installed throughout in accordance with NFPA 13R where the Group R occupancy meets all of the following conditions:

1. Four *stories* or fewer above *grade plane*.
2. For ~~other than Group R-2~~ R-1 occupancies, the floor level of the highest *story* is 30 feet (9144 mm) or less above the lowest level of fire department vehicle access.
    1. For Group R-2 occupancies, the roof assembly is less than 45 feet (13 716 mm) above the lowest level of fire department vehicle access. The height of the roof assembly shall be determined by measuring the distance from the lowest required fire vehicle access road surface adjacent to the *building* to the eave of the highest pitched roof, the intersection of the highest roof to the *exterior wall*, or the top of the highest parapet, whichever yields the greatest distance.
3. The floor level of the lowest *story* is 30 feet (9144 mm) or less below the lowest level of fire department vehicle access.

The number of *stories* of Group R occupancies constructed in accordance with Sections 510.2 and 510.4 shall be measured from grade plane.

David Beahm indicated that he felt the code change process was severely impacted by COVID and that there was a lack of participation because meetings were held virtually and not in person. He requested that VBCOA send DHCD a letter that the code change meeting be held in person.

David Beahm moved that VBCOA strongly suggest to DHCD for the 2024 Code Change Process to emphasize in person meetings, but continue to provide a virtual option, the motion was seconded by Dennis Hart, for discussion. There was discussion. The motion was unanimously approved.

INTERNATIONAL RESIDENTIAL CODE

Joe Ransone and Rick Adams submitted a written report. Will be meeting this spring and come back to the board with recommendations.

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LEGISTLATIVE
Ron Clements submitted a written report. Will provide a report with Joel Andrus to the membership meeting on March 10, 2025.

MEMBERSHIP
Carolyn Chavis submitted a written report. She reminded Region Chairs to please remind their members to look at the information on the VML to ensure it is correct. Looking at adding information to the website and podcast to try to increase membership. Will be sending something out to the attendees of the DHCD class to invite them to join VBCOA.

PERMIT TECHNICIANS
Amanda Spittle discussed a permit tech survey that was sent out and asked Sandi Morris to expand. Committee will meet later this month to discuss having a virtual training provided by DPOR. This training will be a refresher surrounding contractor regulations.

VBCOA Permit Technician Committee will be focusing on strengthening its Virginia efforts and table national efforts for the foreseeable future.

Sandi Morris DHCD permit tech committee doing a survey for those who supervise permit techs about what they want to see when permit techs come out of training; task analysis – survey should have come out from Stephen or VBCA

PLUMBING/MECHANICAL CODE
Dennis Hart provided a report. He asked to please send to him the PMG rep, if they do not have one, reminder that the Region Chair needs to fill that role.

There was discussion to ensure that Kemper Elder needs to get the information for each committee chair for each region so that the website has updated and current information.

PROPERTY MAINTENANCE
Earl Weaver provided a written report, additionally he indicated that he had verified 3 trainings for the upcoming year and is currently coordinating the dates and venues, once finalized will be posted on the VBCOA website.

PUBLIC INFORMATION
Tom Coghill thanked all the regions for submitting the Region of the Year applications. Asked for newsworthy items to be sent, they will be sending out a newsletter in March.

EXISTING BUILDING CODE COMMITTEE
Kenny Hackworth haven't met since last meeting. March and May meetings scheduled to discuss retrofitting; after Group B hearings to discuss any implications from those hearings that might affect the Virginia Existing Building Code.

AD HOC TECHNICAL TRAINING AND OUTREACH PROGRAM
No report

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AD Hoc FIRE CODE
No report, no one present

AD Hoc VIRGINIA CODE EDUCATION CONFERENCE (VCEC)
Jason Laws indicated they have not met

ADTAC
Mike Dellinger submitted a report

BCAAC
Kris Bridges reported BCAAC has not met yet, but should be in the near future.

DHCD
Sandi Morris provided a written report. New Deputy Director is Jeff Brown and she referenced some highlights in the DHCD submitted report.

Florin Moldovan provided some additional information to the DHCD submitted report.

2024 Virginia Code Development Cycle Updates:
• cdpVA will officially open April 1st for submission of proposals;
• At minimum we will be convening study groups on:
- Certificate of Occupancy/Permit Expediting;
- Single Exit Stairs;

• There might be additional letters coming to DHCD requesting us to study:
- Unsafe Structures;
- Heating/Cooling dates

• SFPC and Energy Sub-workgroups will be convened, but no Resiliency Sub-workgroup this cycle
• Another stakeholder memo from DHCD is expected to go out in the next few weeks, which will have additional information and dates, as well as a list of issues and significant changes to consider during the 2024 CDC

DPOR
Jerry Heinline submitted a written report.

REGULATORY COMPLIANCE
Jenna Goodman submitted a written report. Ms. Goodman indicated the Board of Housing is scheduled to meet on March 10, 2026 and she had requested feedback from the Board on what position should be supported and was seeking clearer direction from the VBCOA Board.

Dan Willham, IBC Committee indicated supporting what the 2024 code says.
Eric Mays made a motion, seconded by David Beahm, to support the IBC position. The motion was unanimously approved.

The proposed would amend it to read:
[F] 903.3.1.2 NFPA 13R sprinkler systems.

INSIGHTS

Automatic sprinkler systems in Group R occupancies shall be permitted to be installed throughout in accordance with NFPA 13R where the Group R occupancy meets all of the following conditions:

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ICC

Avi Smith-Rose was present and will provide the ICC report at the membership meeting 3/10/25.

ICC REGION VII

Kyle Kratzer indicated they have not met since the last Board meeting. New Jersey next in line to Chair the ICC Region VII, so Virginia would be up next to Chair.

TRB

Eric Mays reported that Travis Luter does a great job keeping the website updated and to try to look at the website to see the updates because most of the TRB issues will/may affect most of the VBCOA members. Met 8-9 times last year. Eric Mays and James Moss have been out doing training. The TRB now has implemented timelines to try to keep the hearings at 3 hours or less. David Beahm has requested that the TRB provide something to all of the Building Officials. Eric Mays indicated that if there is interpretation, DHCD will send out to all Building Officials. Eric Mays indicated that he or James Moss could provide something to send out if there is or it not an interpretation. Florin Moldovan indicated that once there is an official interpretation it is sent out to all Building Officials.

VFPA

No one present, no report

VIAEI

No one present, no report

VPMIA

Dennis Hart reported VPMIA 2025 School of Instruction will be held at the Embassy Suites in Richmond and directed those interested to go to www.vpmia.org.

WEBMASTER

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Kemper Elder submitted a written report, reminded everyone to please send him updates and suggestions.

WICED

Farrah Henderson submitted a report, was not present.

Michelle Coward adjourned the meeting at 3:02 pm

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