VBCOA Board of Directors
Meeting Minutes June 6, 2025
Virginia Housing Center
4224 Cox Road, Glen Allen, Virginia

President Michelle Coward, called the meeting to order at 1:00 pm
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
Jimmy Moss, Region I
Mark Bowles, Region II
David Smithgall, Region III
Mackenzie Tate, Region IV
Matthew Hawkes, Region V
Kemper Elder, Region VI
Quentin Mascari, Region VII
Lee Ostheller, Region VIII
DeAnthony Pierce, Energy Committee
Rick Adams, IRC
Carolyn Chavis, Membership Committee
Earl Weaver, Property Maintenance Committee
Kenny Hackworth, Existing Building Code Committee

Ad Hoc Ex Officio and others present
Jeff Brown, DHCD
Mike Dellinger, ADTAC
Michael Hamilton, Energy Co-Chair
Sandy Harrington, Executive Director
Sandi Morris, DHCD
Brennen Ogletree, Region VIII Co-Chair
Joe Ransone, Co-Chair IRC
Avi Smith Rose, ICC

Approval of agenda
Kenny Hackworth made a motion to approve the agenda as amended, seconded by Jimmy Moss, the motion was unanimously approved with addition of AD HOC Committees.

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Approval of Minutes
Michelle Coward had 2 adjustments to the minutes, *Page 4 Correct spelling of David Beahm, page 5 (clarify the membership chair would be reaching out to those who attended the DHCD training)* Jimmy Moss made a motion to approve the March 9, 2025 minutes with changes, Lee Ostheller seconded, the motion was unanimously approved.

PRESIDENT REPORT
President Coward submitted a written report. She reminded Board members of the need to submit the reports for the Board of Directors meetings in a timely manner.
May 2025 VBCOA First time to sponsor a BSM and also support the Regions, thanked the Region for hosting events and for attending those functions. Thanked for making those events successful for the Building Safety Month Campaign.

Additionally, she reminded the Regions if they would be offering scholarships for the Fall Conference to make sure they are making arrangements now.

REGION CHAIRS
Jason Laws reported the Region Chairs have met multiple times and have consensus on the agreed proposed FY26 Budget, which was provided to Board Members. Kemper Elder made a motion to adopt the budget as presented, seconded by Lee Ostheller and the budget was unanimously approved.

Jason Laws indicated that the Region Chairs approved a proposed dues increase, which would be brought before the VBCOA Membership at the Annual Membership meeting in accordance with the bylaws

Section 5
B. Dues shall be set by the Board of Directors unless changed by the membership at the Annual Meeting. Dues for each fiscal year shall be due and payable by July 31 of that year.

The Board agreed to propose an increase of $20 per member (*to $75) and to propose an annual escalator of $5 per member, per year, thereafter.

Region I
Gary Jackson submitted a written report. Jimmy Moss reported their Building Safety Month activities were well attended.

Region II
Mark Bowles submitted a written report.

Region III
David Smithgall submitted a written report.

Region IV
Mackenzie Tate submitted a written report

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Region V
Matthew Hawkes did not submit a written report.

Region VI
Kemper Elder submitted a written report

Region VII
Quentin Mascari submitted a written report.

Region VIII
Lee Ostheller submitted a written report.

TIME AND PLACE
Kyle Kratzer submitted a written report.

PAST PRESIDENT
Immediate Past President John Broughton did not submit a report and indicated the Past Presidents have not met. Call for nominations will go out the first week of July.

Unfinished Business

1. Follow up on the VBCOA Board Request to DHCD to hold in person workgroups

Michelle Coward wanted to follow up with the Board that the letter went out to Jeff Brown and he was appreciative of the request and will take it under consideration.

New Business

2. ICC Board Letter of Support for Rachel Parris

This was the only request VBCOA received for request for letter of support from VBCOA. Kenny Hackworth asked if we have received others and should be wait to see if there are others. Jimmy Moss made a motion that the Board table making any recommendations to the Nominations Committee until the September Board of Directors meeting.

3. AD HOC Committees

Michelle Coward indicated that there are several AD HOC Committees that are dormant such as the VCEC and the HTTPS and are intended to short term or for a specific purpose and if they are not going to be meeting should be disbanded. The President creates and can disband AD HOC Committees but would like feedback from the Board on the AD HOC Committees.

There was discussion about the AD HOC HSTTP Committee.

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

EDUCATION
Nate Young submitted written report. John Broughton spoke on behalf of Education Committee, he has been working with DPOR to make sure CEU credits are correct etc. renewed the ICC Preferred Provider Status, still doing the podcast if anyone interested in doing a podcast please

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contact Nate, they have had several meetings. Had some lunch and learns. Michelle Coward stated he has also been working with AIA to make sure members can get credit.

ENERGY
DeAnthony Pierce submitted a written report and introduced his co chair Mike Hamilton from Arlington.

INTERNATIONAL BUILDING CODE
Dan Willham was not present, he submitted a written report.

INTERNATIONAL RESIDENTIAL CODE
Joe Ransone and Rick Adams submitted a written report.

LEGISTLATIVE
Ron Clements was not present, he submitted a written report.

MEMBERSHIP
Carolyn Chavis submitted a written report and discussed her membership outreach efforts.

PERMIT TECHNICIANS
Amanda Spittle was not present, she submitted a written report.

PLUMBING/MECHANICAL CODE
Dennis Hart submitted a written report.

PROPERTY MAINTENANCE
Earl Weaver submitted a written report.

PUBLIC INFORMATION
Tom Coghill and Jimmy Moss submitted the Summer 2025, newsletter. Jimmy Moss stated that Tom wanted to thank everyone for the excellent content submitted for the newsletters.

EXISTING BUILDING CODE COMMITTEE
Allison Cook submitted a written report. Kenny Hackworth indicated they have been very busy with the committee.

AD HOC ADMINISTRATIVE
John Broughton submitted a written report.

AD HOC TECHNICAL TRAINING AND OUTREACH PROGRAM
Kyle Kratzer discussed if this committee is going to continue needs to be more participation at the Region level.

AD HOC FIRE CODE
Jimmy Moss submitted a written report.

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

AD HOC 100th Anniversary Committee
Dennis Hart submitted a written report. Dennis Hart discussed that a survey went out asking for input on how the 100th Anniversary.

ADTAC
Mike Dellinger submitted a report.

BCAAC
No written report was submitted. Kris Bridges reported he is still waiting to hear about the BCAAC appointment.

DHCD
Jeff Brown submitted a written report.

Sandi Morris – updates – successful pilot of the new mock trial, piloted a new court case, attendees gave them good feedback, next round will be in Wytheville in July. Permit Tech class will move from 2 days to 3 days starting in the Fall, follow similar platform as other classes; team of instructors.

BCAAC will have a meeting schedule, at that time Kris will receive a notice.
VCEC will meet, it is in transition. After 20 years Sr VP of Training, Sandi Morris will be leaving DHCD the second week of July. VCEC is on the transition list. Sandi will be working with Jeff Brown on this, none of the stand alone groups have wanted to facilitate the conference.

Jeff Brown they have had new leadership changes. Director Bryan Horn was appointed to HUD and his last day with the agency was 6/30. Maggie Beal, Deputy Secretary of Commerce and Trade, is now the Interim Director of DHCD.

Jeff Brown thanked the VBCOA for the request related to returning to in-person code development meetings and indicated DHCD has had similar feedback. DHCD is planning in-person meetings this cycle and hybrid meetings is something they are looking into for future cycles, but there are not able to do them at this time.

Training Stipends- The DHCD process for considering stipend requests was approved by prior leadership, so he wants to ensure that the current leadership is aware of the current process and everyone is on the same page. With the recent change in leadership, he has started discussions with the new leadership, discussions are ongoing, so cannot commit to anything regarding the stipends, but future stipends may go thru a different agency approval process and there may be some changes in the types of things that will be covered.

The emergency regulations related to NFPA 13R sprinkler systems were approved and became effective May 29th. A memo was sent to all building officials.

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If any VBCOA code committee would like for DHCD to attend the committee meetings and we are not currently on your invite list, please add (Jeff.Brown@dhcd.virginia.gov; Florin.Moldovan@dhcd.virginia.gov; and Paul.MessplayIV@dhcd.virginia.gov) to the invites and we will be glad to have someone attend.

DPOR
Jerry Heinline was not present, he submitted a written report.

REGULATORY COMPLIANCE
Jenna Goodman was not present, she submitted a written report.

ICC
Avi Smith-Rose submitted a written report, if you have a proclamation there is a place on the ICC website to put the proclamations. The ICC Annual Conference Registration is open, the room block is full and they are working on getting more rooms.

Ron Clements also submitted a written report.

TRB
Jimmy Moss submitted a written report. Added links to the reports since the last meeting.

ICC REGION VII
Kyle Kratzer indicated there was no report as they have not met.

VFPA
No written report was submitted.

VIAEI
No written report was submitted.

VPMIA
No one was present, Chris Hickey submitted a written report.

WEBMASTER
Kemper Elder submitted a written report

WICED
Farrah Henderson was not present, she submitted a report.

Michelle Coward adjourned the meeting at 3:27 pm

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