



Region V
2013 Region of the Year
Battlefield Chapter

MEETING MINUTES

March 20, 2014

Call to Order – Charlie Black, Region V Chair, and 1st Vice President Sean Farrell with opening remarks and introduction of our guest speakers from DHCD.

Establish Quorum – City of Alexandria, Arlington County, City of Falls Church, City of Fairfax, City of Manassas, Fairfax County, Fauquier County, Loudoun County, Prince William County, Stafford County, Town of Dumfries and Town of Warrenton. *A quorum (those highlighted above) was established.*

Introduction and Recognition of Guest(s) –

- Thank you to Emory Rodgers and Cindy Davis for the presentation this morning.
- Recognize a few others that are important to our organization:
 - DHCD Guest(s): Alan McMahon.
 - VBCOA Guest(s): Gregg Fields, Chair and the Public Information Officer for VBCOA and two term Chair of Region V, Sean Farrell, 1st Vice President of the VBCOA and two term Chair of Region V; David Beahm, VBCOA Sergeant-at-Arms and past Chair of Region III.
- Region V wishes to thank all of our guests for attending today's training and meeting.

Presentation of Minutes – meeting minutes are posted and maintained on the [Region V website](#)

- If it pleases the membership, we can dispense of the reading of the minutes from the January 16, 2014 meeting. Do we have a motion to dispense with the readings and approve the minutes which are posted on the Region V website? *Motion was introduced, seconded and passed by a majority vote.*

Treasurer's Report: Savings: \$9,90.17 Checking: \$9,490.31

- Do we have a Motion to Accept the Treasurer's Report? *Motion was introduced, seconded and passed by a majority vote.*

Chair/Officer Report:

- On January 10, 2014 the Region Chairs conducted its first of four required Region Chairs meetings with the 1st Vice President, Sean Farrell, and the Second Vice President, John Walsh, at the Fredericksburg City Hall Conference Room. The agenda included the forming of a new state Education Committee consisting of the chairs from the eight regions. The main focus was to become in-line with our Strategic Plan. One goal was to create or make available training courses, seminars and/or presentations that were available for use by the eight regions. The main item on the agenda was to start the new budget process for the upcoming year.
- Also on the agenda at the Region Chairs meeting was an immediate request for training to post entries onto our new webpage. As it stands, the web is up and running, but has operating issues.
- On January 24, 2014 the first Board of Directors meeting was conducted for 2014 at the Chesterfield County Administration Building. I was unable to attend due to having the flu. Paula Johnson attended.

Committee Reports:

- **Awards and Resolutions** – Gregg Fields – There were additional funds received at state level that were provided by Region V for scholarships to promote attendance at the Joint Conference. There was also an additional amount of funds provided by Region V that was designated for Region V members only.
- **International Building Code** – The 2015 Code Cycle is rapidly coming to a close. DHCD personnel are still meeting to determine final code language and entertain considerations of the last minute appeals on issues.
- **Education Committee** –Charlie Black, Chair. The newly formed state Education Committee, which consists of the Region Chairs, has been moving in the right direction since it started. We have spoken to each other about what types of training are available for use throughout the state, and those that are available in one hour to 4 hour, to all day training sessions. Some provided by Region personnel and some provided by the private sector, as SMACNA, Schaible, Simpson, and the American Wood Council, AWC. We also have training readily available on Leadership Development and Basic Electrical Inspections. Our intent is to get each member of the committee to search within their regions for available training opportunities, which in turn can be further distributed throughout the state. There should not be any Region in Virginia at this time that does not have any training courses or materials available to them. Some are being saved to thumb drives, some to our documents for further distribution, and some already on hand. All subject materials will be listed on the state webpage as soon as we can compile enough to start our reservoir of training courses. And again, all one has to do is pick up the phone or email us asking for a specific topic and we will make every attempt to obtain the training requested. As of this time I have attended training and/or meetings in Region I, II, and VI. My next trip will be to Region III.

Region V, Audrey Clark and Doug Fraser – A list of possible training seminars was provided by the Region V Education Committee at their recent meeting in October.

- **Energy Committee** – Steve Turchen – No report received.
- **IRC Committee** – No report received.
- **Legislative Committee** – Charlie Black – The Chair of the Legislative Committee, Ron Clemens, provided a report on the House Bills and the present disposition of each. The report is available for anyone to review at their leisure. It is several pages in length.
- **PMG Committee** – Shawn Strausbaugh – Chair and Region V representative. Provided a report and is here with us today.
- **Property Maintenance Committee** – Tom Regan – Region V Representative. Tom attended the last meeting of the PM Committee and is here to advise of their status.
- **Public Information** – Chair Gregg Fields – The new VBCOA Website is up and running. Some issues have surfaced and are being addressed. It should also be noted that the current web managers, Joel Baker and Gregg Fields, are attempting to meet with website hosts for possible contractual management of our website.
- **Time and Place Committee** – *Committee has been dissolved, charge has been transferred to VBCOA Sergeant of Arms and 2nd Vice Chair.*
- **Nominations Committee** – Past-President Jim Collins. No nominations are being made at this time for state committees. Region V, however; has officer nominations coming up and having elections in September.
- **Permit Technician Committee** – Mary Huffman and Linda Nesselrodt, Co-Chairs. Conducted their most recent conference call this past Friday.

Unfinished Business:

- Region V is continuing to search for future leaders for our organization. The nomination and election of officers for the upcoming year will be conducted at our September 2014 meeting.

- CASA Board Member Bob Hanifan advised on their annual Spring Fundraiser plans. They expect planning will commence once the winter weather finally decides to depart. We will need some volunteers to assist us in this endeavor.

New Business:

- The 2014 Virginia Code Officials Joint Conference will be April 4-6, 2014 at the Richmond Airport Holiday Inn.
- Once the Joint Conference is over, Region V will start providing Code Update training to all those who were not afforded the opportunity to attend the conference.
- Region V will also be providing [cdpACCESS](#) training to all those desiring to be able to view the code change process, and initiate code changes themselves, talk on the forum, and vote, if they are designated as such.
- Gregg Fields asked for Region V members to support his candidacy for VBCOA Sergeant of Arms position, elections are in September.
- Steve Higginbotham asked Region V to support the two regional Building Safety Month kickoff events – City of Alexandria & Northern Virginia Building Official’s Coalition – both events are scheduled for Friday, May 2.
 - Members voted to sponsor both events
 - VBCOA Region V voted to donate \$400 to the City of Alexandria’s event and \$300 to the NVBOC’s event
 - Both events are posted on the Region V website
 - Members also agreed to create an ad-hoc BSM committee to centralize the region’s annual efforts through VBCOA Region V

Adjourn: Do we have a motion to adjourn? *Motion was introduced, seconded and passed by a majority vote.*