



Region V
2013 Region of the Year
Battlefield Chapter

MEETING MINUTES
May 15, 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 Brian Foley for the presentation this morning.
- Recognize a few others that are important to our organization:
 - DHCD Guest: Lorenzo Dyer, Senior Construction Inspector II
 - VBCOA Guest: Sean Farrell, 1st Vice President of the VBCOA and two term Chair of Region V
- Region V wishes to thank all of our members and guests for attending today's training and meeting.

Presentation of Minutes

- Meeting agenda and 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 March 20, 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: \$9,903.61
- Checking: \$7,828.59
- 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 May 2, 2014 Region V members participated in two Building Safety Month activities. The first one was in the City of Fairfax, and then the kick-off at Market Square in the City of Alexandria. Both events were very successful and everyone attending had a great time. There are also a few more BSM activities scheduled throughout May. All members are invited to volunteer to help in these events. All are welcomed to attend.
- On May 9, 2014 the Region Chairs meeting was conducted in Williamsburg and was hosted by Region VIII. The Strategic Plan review was continued, but there were no major changes to any of the goals covered. The only budget item addressed was the need of the state Education Committee to expend some funds from the existing 2013 budget to purchase for training the materials needed to video record and store training materials and code change matters for the entire state's use. From the existing \$7,500.00 dollar allocation, the Region Chairs unanimously voted to permit the Education Committee to make the necessary purchases. They capped the total allowance to \$1,000.00 dollars.

1st Vice President of the VBCOA Report - Sean Farrell

- Chair meetings most meetings ever
- VBCOA orientation presentation complete
- VBCOA directory updated and published
- Strategic plan brainstorm session last fall region chairs are planning implement complete revision by annual this fall.
- Have not seen such activity and emphasis for education and training, big thanks to Charlie.
- VBCOA looking for a better website and management
- Chairs developing leadership development training – focus on internal
- BOD have adopted 2014 budget – coffers are low
- Cut back on spending
- Membership due increase \$5 each two consecutive years

DHCD Report - Lorenzo Dyer, Senior Construction Inspector II

- 2014 VBCA is open for enrollment
- 4 hands on training code training – location TBD
- Online code training will available
- TASO password change is necessary
- 2012 VCC will be published and available through ICC
- DHCD attended 26 region meeting, all regions included
- DHCD will provide each jurisdiction will be provide electronic or hard copy
- Manufacture home inspection training available for free – refer to DHCD for contractor info and duties
- Carbon monoxide alarms land lord tenant relations
- Recall gas fire place/inserts using American flame control module – DHCD link
- Bill 356 passed for manufacturer re-licensing

Committee Reports

- **Awards and Resolutions** – Gregg Fields – Most of the Regions have sent in for evaluation their applications for the 2014 Region of the Year Award. The award will be presented at the Annual Conference in Blacksburg September 7-9 @ The Inn at Virginia Tech
- **International Building Code** – Who is Region V's Representative? - 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 committee has continued its path to obtain a significant amount of training material that is to be available to the entire membership and state. Some of the training classes thus far have been video recorded and are already in each Region. This will be increased as the summer approaches and the Code Change Training is made available to all. Additionally, the committee has just purchased a video recorder and sufficient sandisks to record the training. Each Region will supply its own small 1 TB hard drive for storage of all the training materials.

The committee is also in its initial planning stages of presenting a two-day seminar to be presented in three or more locations throughout the state. This EduCode type format, much like a joint conference track training system is in the mill and will become our most important endeavor for the coming year. It should bring in enough funds to substantially replace the funds previously expended from the state coffer. All regions are also encouraged to provide any additional funds they obtain, or portion thereof, to the state's coffer.

Once the basics of approvals and permissions have been obtained from DPOR for the CCT materials and instructors, we will be looking for volunteers to assist in the planning of the CCT training. We also need qualified instructors. Your assistance and support is needed.

- **Region V Education Committee** - Audrey Clark and Doug Fraser
 - We may switch July's training so we can do code update training

- We may bring in ICC to do training in fall – topic?
 - Committee will convene in December to prepare the 2015 training schedule
- **Energy Committee** – Steve Turchen – No report received.
- **IRC Committee** – No report received.
- **Legislative Committee** – Charlie Black – No meeting conducted.
- **PMG Committee** – Shawn Strausbaugh – Chair and Region V representative - No report received
- **Property Maintenance Committee** – Tom Regan – Region V Representative. No report received. Next PMC meeting in Williamsburg in June.
- **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.
- **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. No report received

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 in setting up and staffing a VBCOA Region V booth.

New Business

- The Joint Conference is over. Region V has started logistics to provide Code Change 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.
- Sean Farrell recommended Region V by-laws be posted on the website – Charlie Black suggested to review before posting.
- Charlie thanked City of Alexandria for inviting VBCOA to the BSM kick-off event on May 2.
- Sean Farrell thanked City of Alexandria and City of Fairfax for both BSM events on May 2.
- Sean Farrell made a motion and Pete Mensinger 2nd motion to form an adhoc Region V BSM Committee to plan for 2015 BSM regional effort. No discussion, motion passed. Pete will plan the initial meeting. Charlie, Paula, Steve and Jim all volunteered to be on the committee.
- Jim suggests doing online training/webinar

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