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MEETING MINUTES

INTERNATIONAL CODE COUNCIL, INC.

BOARD OF DIRECTORS MEETING
JULY 27, 2018
BLAINE, WA
8:30 AM PST

MEETING AGENDA

1.0 CALL TO ORDER – President Elbettar

President Elbettar called the meeting to order.

2.0 ROLL CALL ESTABLISHMENT OF A QUORUM – Secretary/Treasurer Wheeler

Secretary/Treasurer Wheeler called the role. A quorum was established with all but one director present.

	Present	Absent
Jay Elbettar, PE, CBO, LEED AP, CASp, President	X	
Bill Bryant, MCP, CBO, Vice President	X	
Greg Wheeler, CBO, Secretary-Treasurer	X	
M. Dwayne Garriss, Immediate Past President	X	
Jeff Bechtold		X
Michael Boso	X	
Alan Boswell, MCP, CBO	X	
Kris Bridges. MCP, CBO	X	
Jim Brown, CBO, CFPS	X	
Cindy Davis	X	
Shirley Ellis	X	
Jerry Mallory	X	
Tom Peterson	X	
Donny Phipps, CBO, CFM	X	
David Spencer, CBO, CBCO	X	
Stuart Tom, PE, CBO, FIAE	X	
Michael Wich, CBO	X	
Angie Wiese, PE, CBO	X	

Members of the public, predominantly from the Washington Association of Building Officials (WABO) chapter, introduced themselves to the Board.

3.0 REVIEW AND APPROVE AGENDA – President Elbettar

Motion made and seconded to move Agenda Item C7.0 to R12.0 and to strike Agenda Item C8.0 from the Agenda and send it back to the ELMC for further revisions. Motion passed unanimously.

Motion made and seconded to move Agenda Item C6.0 to E6.0. Motion passed unanimously.

Motion made and seconded to approve the Agenda as amended. Motion passed unanimously.

4.0 APPROVAL OF MINUTES – Secretary/Treasurer Wheeler

4.1 APRIL 14, 2018 MEETING MINUTES

Motion made and seconded to approve the April 14, 2018 minutes. Motion passed unanimously.

4.2 JUNE 22, 2018 TELECONFERENCE MEETING MINUTES

Motion made and seconded to approve the June 22, 2018 minutes. Motion passed unanimously.

CONSENT ITEMS (C)

C1.0 CHAPTER APPLICATIONS:
- **C1.1 IDAHO PERMIT TECHNICIANS**
- **C1.2 NORTHEASTERN CONNECTICUT BUILDING OFFICIALS ASSOCIATION**

C2.0 ACCEPTANCE OF 2017 AUDITED FINANCIAL STATEMENTS AND BDO NO MATERIAL WEAKNESS LETTER
C3.0 PRESENTATION OF EAGLE SCOUT AWARD
C4.0 ICC-ES BOARD OF MANAGERS APPOINTMENTS
C5.0 ANCR BOARD OF DIRECTORS APPOINTMENT
~~**C6.0 PDC APPOINTMENTS**~~
~~**C7.0 PROPOSED SMC CHARTER REVISIONS**~~
~~**C8.0 PROPOSED ELMC CHARTER REVISIONS**~~

Motion made and seconded to approve the Consent agenda. Motion passed unanimously.

REGULAR SESSION (R)

R1.0 PRESIDENT'S UPDATE (20)

President Jay Elbettar provided a thorough overview of his impressions on the Upper Midwest membership tour that took place earlier this month.

President Elbettar provided an update on new code adoptions.

President Elbettar provided an update on his chapter visits and his travel to the Inter-Jurisdictional Regulatory Collaboration Committee (IRCC) meeting in Vienna, Austria.

President Elbettar provided a personal update on his son's track and field accomplishments.

R2.0 CEO UPDATE (15)

CEO Dominic Sims provided a brief financial update, an update on new hires in the Government Relations department, and an update on ICC office renovations.

CEO Sims discussed ICC's departmental and program growth, including PRONTO and ICC's subsidiaries ICC-ES, IAS, ICC General Code, ANCR, and S.K. Ghosh. He further elaborated on IAS's successful accreditations and IAS's new leadership in Raj Nathan, President of IAS, and Rocco Davis, Chair of the IAS Board of Directors.

CEO Sims provided an update on The U.S. Department of Housing and Urban Development's (HUD) new rule to eliminate the HUD-inspector list and rely on ICC-certified inspectors to perform HUD inspections.

President Elbettar introduced WABO President Ray Allshouse, AIA, CBO, ACO of the City of Shoreline, WA, who addressed the Board and commended the progress of CEO Sims and the Board.

R3.0 REVIEW OF 2018 BUILDING SAFETY MONTH (10)

CEO Sims introduced Vice President of Communications Whitney Doll, who provided an overview of 2018 Building Safety Month. A discussion ensued.

R4.0 PRESENTATION ON SAFETY 2.0 INITIATIVES (10)

CEO Sims introduced Senior Vice President of Government Relations Sara Yerkes, who provided an update on Safety 2.0 initiatives. A discussion ensued.

Senior Vice President of Government Relations Yerkes then provided a Legislative and Rulemaking Update. A discussion ensued.

R5.0 ICC REFERENCED STANDARDS UPDATES IN THE I-CODES (10)

CEO Sims provided background information on this item and introduced Vice President of Technical Services Mike Pfeiffer, who further elaborated on this item.

Motion made and seconded to approve a revision to CP-28, Code Development Process that effectively references the latest edition of ICC standards in the next edition of the I-Codes. Motion passed with Director Spencer voting against the motion.

R6.0 PROPOSED FRAMEWORK FOR SCHOOL SAFETY AND SECURITY AD HOC COMMITTEE (15) (DIRECTOR WIESE)

President Elbettar introduced Director Wiese, who provided an update on the progress and communication thus far on the School Safety and Security Ad Hoc Committee, and further provided a proposed scope for the committee. A discussion ensued.

Motion made and seconded to approve the scope of the Committee and extend the scope to other occupancies, and present a call for committee applications with members to be approved solely by the ICC President. Motion passed unanimously.

R7.0 INITIATION OF PROPOSED STANDARDS PROJECT (20)

CEO Sims provided background information on the modular building industry and ICC's communications with the industry thus far, and introduced Vice President of Technical Services Pfeiffer to further elaborate on a proposed standard focusing on the off-site construction industry.

Motion made and seconded to approve a Standards Project in cooperation with the National Institute of Building Sciences (NIBS) and the Modular Building Institute (MBI) to explore and develop a portfolio of Standards and Guidance tools to support the off-site construction industry.

A discussion ensued. Motion passed unanimously.

R8.0 COMPREHENSIVE OVERVIEW OF ICC VOTING AND MEMBERSHIP PRIVILEGES (10)

CEO Sims introduced Corporate Governance Associate Will Coffman, who provided an comprehensive overview of ICC's voting and membership privileges. A discussion ensued. President Elbettar instructed staff to distribute this information to new board members and other interested individuals.

R9.0 EMORY R. RODGERS LEADERSHIP IN PUBLIC SAFETY FELLOWSHIP PROPOSAL (15) (DIRECTOR DAVIS)

President Elbettar introduced Director Davis, who provided background information on the evolution of this item. Motion made and seconded to approve the development of ICC's Emory R. Rodgers Leadership in Building Safety Fellowship.

CEO Sims provided background information on Emory Rodgers' legacy and the proposed fellowship award. A discussion ensued.

Motion made and seconded to split the motion into the following two motions:

1. Motion made and seconded to approve the Emory Rodgers Leadership in Public Safety Fellowship. A discussion ensued. Motion passed unanimously.

2. Motion made and seconded to establish the Professional Development Council (PDC) as the fellowship selection authority and for the PDC to develop selection criteria and bring it back to the Board for approval by the end of August. Motion passed unanimously.

R10.0 PROPOSED REVISIONS TO CP-1, APPEALS (10)

President Elbettar introduced CEO Sims, who provided background information on this item. Motion made and seconded to approve a revision to CP-1, Appeals that would clarify the appointment frequency for the Appeals Board as it relates to certification matters. Motion passed unanimously.

R11.0 UPDATE ON MEMBERSHIP COUNCIL AD HOC COMMITTEE (5) (IMMEDIATE PAST PRESIDENT GARRISS)

Immediate Past President Garriss provided an update on the Membership Council Ad Hoc Committee, which is in the process of drafting its report that will address the following items:

1. Develop recommendations for criteria for Board approval of new membership councils.
2. Develop performance metrics for existing membership councils.
3. Develop goals for external communication of membership council accomplishments and internal communication/coordination with other councils.

A discussion ensued. The final report will be issued at a later date.

R12.0 PROPOSED SMC CHARTER REVISIONS

President Elbettar introduced Immediate Past President Garriss, who proposed the SMC charter revisions with the following modifications:

- Strike the proposed language to Section 6.8.
- Modify the proposed language in Section 6.10.1 as follows:

  6.10.1 If a vacancy occurs on the Governing Committee, whether by death, resignation, lack of eligibility, involuntary removal, or other disqualification, the Governing Committee ~~members~~ may ~~appoint~~ recommend a suitable person to fill the vacancy to the Board of Directors ~~until the next board election~~. Pursuant to the Board's approval, ~~T~~the person appointed to fill the unexpired term shall serve until the next regular election of Governing Committee members, at which time the position shall be filled by election for a term appropriately shortened to conform with the regular length of the term for vacant position.

A discussion ensued. Modified motion passed unanimously.

President Elbettar invited members of the public to address the Board.

Motion made and seconded to enter into Executive Session. Motion passed unanimously.

EXECUTIVE SESSION (E)

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6.0 OTHER BUSINESS

7.0 ADJOURNMENT