



*Voted 2016  
ICC Chapter  
of the Year!*

*Creating New Partnerships*

# ICC Upper Great Plains Region III Educational Institute

February 6-10, 2017  
Trade show: February 8, 2017

**ICC Certification Exams Available Onsite**

All municipal designated building officials attending will receive a complimentary copy of the CCLD Code Administration Manual



Oak Ridge Hotel & Conference Center, Chaska, MN  
www.iccsafe.org/RegionIII  
1-888-ICC-SAFE (422-7233), ext. 33818





UPPER GREAT PLAINS  
REGION III

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**Past President**

Larry Huff



**Welcome Attendees!**

The **2017 ICC Upper Great Plains Region III Educational Institute** has become a regular mid-winter event at the **Oak Ridge Hotel and Conference Center** in Chaska, MN. The February conference will include many outstanding educational opportunities presented by some of the best instructors in their respective disciplines.

In addition to 12 days of **International Code Council (ICC)** seminars, the **International Association of Plumbing and Mechanical Officials (IAPMO)** will provide seminars on the 2015 *Minnesota Plumbing Code*. Other topical seminars include: management issues facing the code official, site inspection issues, plan review, fire protection systems, plumbing, mechanical, housing, and the 2015 *International Codes®*. A returning feature this year will be the opportunity to take ICC certification exams while attending the Institute. Last year, 34 individuals took advantage of this offering. Based on that success, this will be a permanent event at future Institutes.

Other activities during the week will include the popular Sunday hospitality room, Tuesday night dinner outing, Chapter recognition awards, Region III and AMBO membership meetings. The meeting schedules have been adjusted to accommodate regional attendance at both membership meetings. **AMBO is offering a free day of registration to any ICC Chapter President who attends the Region III Institute.** See page 14 for details.

Once again, this year’s Institute will proudly feature the presentation of the **Brent Snyder Education Award**. This award, given by Region III, is in honor of one of the best code instructors of our time. When approached by Region III before his death on our plans to honor his legacy Brent said, “Just make sure you give it to someone who is dedicated to training and teaching code officials.” We plan to do just that.

We are looking forward to seeing many new faces and renewing old acquaintances at the **2017 ICC Upper Great Plains Region III Educational Institute**. Make plans to join us for this unique networking and training opportunity in February.

One last item to note. **AMBO** was awarded the **2016 ICC Chapter of the Year Award** at the ICC Annual Conference in Kansas City. Congratulations to the AMBO Board and membership for this achievement!

Remember, as Brent Snyder was fond of saying, “Life is good!”

President Tom Paisley  
ICC Upper Great Plains Region III

*“United For Safer Buildings”*



# 2017 ICC Upper Great Plains Region III Educational Institute Session Descriptions



7 a.m. Sign In • 8 a.m. Sessions Begin • 12 p.m. – 1 p.m. Lunch • 4:30 p.m. Conclusion

## CODE ENFORCEMENT/PERMIT TECHNICIANS

### MONDAY

#### **Verbal Judo: Developing a Winning Attitude**

**Session 701**

This seminar teaches code officers techniques and strategies that will enable them to effectively communicate with internal and external customers. The information gained will empower officers to maintain a calm demeanor when faced with crisis situations.

**Instructor:** Kelvin Beene, City of Aurora, IL

### TUESDAY

#### **Managing For Success**

**Session 702**

This seminar will focus on the professional development of individuals and managers while addressing the following items: Organizing for success; facing team challenges; importance of teamwork; and scenarios-based training methods of motivating people individually and collectively.

**Instructor:** Kelvin Beene, City of Aurora, IL

#### **New Home Construction (Permit Issuance to Certificate of Occupancy)**

**Session 703**

Based on the 2015 *Minnesota Residential Code* and 2015 *Minnesota Residential Energy Code*, this seminar will focus on the permit process, plan review, alternative building materials and methods and the components of light-frame construction. Topics include: Footings and foundations; floor, wall and roof framing; insulation materials; exterior envelope coverings; means of egress, guards and fall protection; solar installations and green building practices.

**Instructor:** Peter Kulczyk, Green Code Knowledge, LLC

### WEDNESDAY AND THURSDAY (2-DAY SEMINAR)

#### **Code Specialist Module Certification Test Academy**

**Session 704**

Taught by an expert ICC instructor, the Code Specialist Module Certification Test Academy provides instruction, individual/ group interactive review exercises, evening assignments and the opportunity to practice the skill of test taking. The topics that will be covered align with ICC's National Certification Examination Information Bulletin and include: Customer service and communication; financial management; personnel management; records management and code enforcement. The goal of this test academy is to get participants comfortable in the testing environment while familiarizing them with the code specialist module certification exam references and relevant topic areas.

**Instructor:** Roger Axel, ICC Instructor

### WEDNESDAY

AM

#### **Code Officers and Landlord/Tenant Relations/Responsibilities**

**Session 705**

In dealing with rental properties, local code officers may encounter property owners who shift compliance responsibilities to their tenants, and tenants who shift compliance responsibilities to their landlords. While various state tenant acts may govern some of these interactions, cities and counties can adopt additional restrictions and regulations to clarify the responsibilities of both property owners and tenants. The better local code officers understand the respective responsibilities of landlords and tenants and local government's regulation of this relationship, the easier it will be for them to perform their jobs effectively.

PM

#### **Protecting Complainant Confidentiality**

Confidentiality or non-disclosure is an arrangement by two or more parties in which some or all of the parties agree that certain types of information that passes from one party to the other will remain confidential. In municipal government, such arrangements attempt to protect complainants from retribution when there are potentially sensitive issues at hand. This seminar is designed to discuss techniques and theories on confidentiality, and how to work towards an environment of non-disclosure.

**Instructor:** Marcus Kellum, Director of Beautification at Dekalb County Government, GA

## THURSDAY

- AM**      **Courtroom Procedures for Officers and Inspectors**      **Session 706**  
This seminar introduces and reinforces guidelines for code officers while appearing in front of enforcement boards or judges. Some officers may be unfamiliar with or new to testifying, so these guidelines are intended to acquaint officers with issues of procedure, evidence, and testimony notwithstanding the fact that it may vary from county to county or from judge to judge.
- PM**      **Code Enforcement Procedures for Officers and Inspectors**  
The role of the code enforcement officer or inspector in a municipality is to command respect and project and inspire confidence. This seminar is designed to provide knowledge of how code enforcement officers and inspectors can integrate best practices into their service delivery. Segments of this seminar will include the concept of creating an “Action Register” to track important tasks and deliverables. To manage work more efficiently, the Code Enforcement Continuum will be introduced as a tool to determine the level of enforcement necessary to close the case.  
**Instructor:** Marcus Kellum, Director of Beautification at Dekalb County Government, GA

## FRIDAY

- AM**      **Foreclosures and Abandonments: Compliance Connections**      **Session 707**  
For officers and inspectors having problems with vacant properties, this seminar is designed to teach you the ins and outs of the foreclosure process. If you are frustrated with being unable to find the lien holder or get a response to your outreach, come learn about the mortgage and foreclosure processes and receive insight into the roles taken by banks to preserve vacant properties. Add efficiency to your day with an in-depth demo and “how to” of Compliance Connections.
- PM**      **Dealing with Foreclosures, Bankruptcies and Receiverships**  
The role of the code enforcement officer or inspector in a municipality is one of respect and confidence. The mortgage crisis has caused a disproportionate number of properties to revert to the control of banks, receivers and attorneys who are negotiating distribution of assets and not necessarily concerned about code violations. This seminar will include a discussion on ordinance revisions to strengthen the code officer’s position with legal and financial intermediaries as well as other regulatory and non-regulatory approaches that local government can use to encourage timely compliance.  
**Instructor:** Marcus Kellum, Director of Beautification at Dekalb County Government, GA

## BUILDING (RESIDENTIAL)

### MONDAY

- 2015 IRC Significant Changes**      **Session 711**  
This seminar reviews, analyzes and familiarizes building officials, fire officials, plans examiners, inspectors and design professionals with many of the significant changes from the 2012 edition to the 2015 edition of the *International Residential Code*® (IRC®). This seminar also assists code users in identifying the specific code changes that have occurred and understanding the reasons behind the changes.  
**Instructor:** John Gibson, ICC Staff

### TUESDAY

- 2012 IRC Advanced Wood and Wall Bracing**      **Session 712**  
This seminar provides a comprehensive explanation of the *International Residential Code*® (IRC®) bracing requirements. This seminar will focus on advanced requirements and clarify the application of wall bracing provisions in IRC Sections R602.10 thru R602.12. Participants should have in-depth experience with wall bracing.  
**Instructor:** Sandra Hyde, ICC Staff

### WEDNESDAY

- 2015 IRC Essentials**      **Session 713**  
This seminar examines basic concepts of the 2015 *International Residential Code*® (IRC®) that provide a basis for the correct use and application of the code. A clear understanding of the identified requirements enables the code user to apply the IRC in specific situations and helps to build an understanding of the intent of the code when asked to make a judgment on code compliance, as well as to begin to develop a procedure for applying the code.  
**Instructor:** John Gibson, ICC Staff

## THURSDAY

### **2015 IRC Plan Review**

**Session 714**

Designed to provide a broad overview of the process for residential plan review, this seminar presents the basic steps involved to complete a comprehensive review of a residence. The seminar will address the tools and process for conducting a residential plan review. It will also increase your awareness of the necessary items required to ensure code compliance of the homes built in your jurisdiction.

**Instructor:** Steve Thomas, Colorado Code Consulting

## FRIDAY

### **2015 IRC Inspections**

**Session 715**

This seminar provides new residential inspectors with basic techniques and an understanding of conducting inspections of one- & two-family dwellings and townhouses. Topical discussions will include preparation, presentation and inspections of the building, plumbing, mechanical and electrical portions of a building.

**Instructor:** Steve Thomas, Colorado Code Consulting

## BUILDING (COMMERCIAL)

## MONDAY

### **2012 IBC Inspection of Fire-Resistance-Rated Walls, Floors, Ceilings and Roofs** **Session 721**

This seminar deals with the application of the *International Building Code*® (IBC®) Chapter 7 related to the construction and protection of rated walls and horizontal assemblies. Topics include: Identifying the five types of walls and their differences; understanding the differences between floor, floor/ceiling and roof/ceiling assemblies; protection requirements for penetrations; joint systems; duct and air transfer openings; and door and window openings. Additional discussion will look at test standards used to evaluate the assembly and protection systems and how those protections are limited or compromised if not installed as tested.

**Instructor:** Roger Axel, ICC Instructor

## TUESDAY

### **2015 IFC and IBC Fire Protection Systems** **Session 722**

This seminar is designed to guide participants through the 2015 *International Fire Code*® (IFC®) requirements related to fire protection systems. Because the 2015 IFC and Chapter 9 of the 2015 *International Building Code*® (IBC®) have such broad scopes, the focus of this seminar is to review design, construction, inspection and testing requirements for suppression systems, standpipe systems, automatic fire alarm systems, automatic detection systems and additional fire protection assemblies.

**Instructor:** Terrell Stripling, ICC Staff

## WEDNESDAY

### **Special Inspection: Administration and Application** **Session 723**

Most typically, significant structural damage and building failure occur in construction that does not fully comply with codes, standards and design documents. Specialized oversight with increased inspection frequency, duration and detail helps mitigate compliance issues and the attendant structural failures. This seminar details the special inspection process in the *International Building Code*® (IBC®), including code sections mandating such inspections, descriptions of the required special inspections, and information on creating a special inspection program. Duties and responsibilities of the special inspector, building official, project owner, engineer or architect of record and contractor are defined.

**Instructor:** Sandra Hyde, ICC Staff

## THURSDAY

### **Cold-Formed Steel Framing in Mid-Rise and Multi-Family Structures for Plan Review and Inspection** **Session 724**

Cold-formed steel framing continues to capture the market for new projects in the mid-rise and multi-family arena through student housing, apartments, hospitality sectors and more. This seminar is designed to introduce critical considerations when completing plan reviews and inspecting such projects. Using the American Iron and Steel Institute Cold-Formed Steel ANSI-accredited standards as the roadmap, both seasoned inspectors as well as those new to cold-formed steel will benefit.

**Instructor:** Jeff Klaiman, P.E., Cold-Formed Steel Engineers Institute

## FRIDAY

### 2015 IBC Significant Changes

Session 725

This seminar reviews, analyzes and familiarizes building officials, fire officials, plans examiners, inspectors and design professionals with many of the significant changes from the 2012 edition to the 2015 edition of the *International Building Code*® (IBC®). This seminar also assists code users in identifying the specific code changes that have occurred and understanding the reasons behind the changes.

**Instructor:** Doug Thornburg, ICC Staff

## BUILDING (SPECIAL TOPICS)

## MONDAY

### Senior Living Facilities

Session 731

This seminar will explore the design and review of senior living facilities under the *International Building Code*® (IBC®). The market is supporting the development of mixed-use projects that include independent living facilities, assisted living facilities, memory care facilities and other associated occupancies. This seminar will discuss inherent issues with these types of facilities and application of the code provisions.

**Instructor:** Steve Thomas, Colorado Code Consulting

## TUESDAY

### IBC Extreme Plan Review and Inspections

Session 732

This seminar addresses large and unusual building plan review and inspections, focusing on high-rise construction, atriums, very large buildings and unusual projects. The seminar will also address the special inspection process and how to monitor a special inspection program. Topical discussions will address the review and inspection of alternate designs and performance-based design.

**Instructor:** Steve Thomas, Colorado Code Consulting

## WEDNESDAY

### IBC Assessment of Alternate Materials and Methods of Construction

Session 733

This seminar provides a solid overview on the application of the alternate provisions contained in the *International Building Code*® (IBC®). The first portion of the seminar will dissect the IBC to derive intent behind the prescriptive code requirements used to justify an alternate assessment. The second portion of the seminar will look at sustainable alternative construction methods.

**Instructor:** Steve Thomas, Colorado Code Consulting

## THURSDAY

### 2015 IBC Means of Egress

Session 734

The goal of this seminar is to provide an overview of the fundamental means of egress requirements in the 2015 *International Building Code*® (IBC®). Attendees will be presented with specific problems related to means of egress and will be asked to solve each problem using a set of plans for a four-story college classroom/office building.

**Instructor:** Doug Thornburg, ICC Staff

## FRIDAY

### CCLD Code Administration Services

Session 735

This seminar focuses on the basics of code administration. Learn who's who at the State of Minnesota, Department of Labor and Industry - Construction Codes and Licensing Division so you know who to go to for answers. Discover what it takes to qualify for a State Delegation Agreement to review and inspect state-licensed facilities. Find out how you can be involved in development of the State Building Code. Learn what building officials need to know about contractor licensing, bonding, insurance and the contractor recovery fund. Pick up tips on what building officials and inspectors need to know about modular, prefabricated and manufactured structures. Discover what the CCLD Regional Services does to ensure quality throughout the state. Learn methods for establishing fee structures and fee criteria.

**Instructor:** MN Dept. of Labor & Industry Staff

*Attendees will receive a copy of the CCLD Code Administration Manual.*

**MONDAY****2015 IFC Performing Commercial Fire Inspections****Session 741**

This seminar explains the process of conducting commercial fire inspections in accordance with the provisions and requirements of the 2015 *International Fire Code*® (IFC®). Checklists are provided that enable those performing commercial fire inspections to determine whether the materials, design, construction, installation and location of building components comply with the code.

**Instructor:** Terrell Stripling, ICC Staff

**TUESDAY****2015 IFC and IBC Fire Protection Systems****Session 722**

This seminar is designed to guide participants through the 2015 *International Fire Code*® (IFC®) requirements related to fire protection systems (Chapter 9). These requirements include suppression systems, standpipe systems, automatic fire alarm systems, automatic detection systems and additional fire protection assemblies.

**Instructor:** Terrell Stripling, ICC Staff

**WEDNESDAY AND THURSDAY (2-DAY SEMINAR)****Fire Protection Engineering Basics for AHJs****Session 743**

This seminar consists of eight sessions over a two-day period. Attendees will gain valuable knowledge in the following subject areas: Introduction and basic fire physics; fire-related construction; structural fire endurance; evaluation of finishes and contents; smoke control and management; fire suppression systems; fire alarm and detection systems; and life safety and egress. Interactive discussions on each topic, including workbook examples, and will engage attendees in identifying and understanding the *International Fire Code*® (IFC®) fire protection requirements.

**Instructors:** Jon Nisja & Rich Pehrson, MN State Fire Marshal Division Staff

**FRIDAY****AM****Engineered Wood A to Z****Session 745**

This seminar is an introduction to the ever-growing family of traditional and engineered wood products. Products covered are engineered lumber, glue-laminated timber, cross laminated timber, structural composite lumber, wood I-joists, and wood structural panels. The standards that form the basis for the manufacture and development of design stresses for each product are discussed as well as design provisions included in AWC's *National Design Specification*® (NDS®) for Wood Construction. Unique characteristics for each product are highlighted and extensive examples of the use of these products in a wide range of building applications are presented.

**Instructor:** Jim Smith, American Wood Council

**PM****Firestopping Fire-Resistance-Rated Assemblies, UL Testing and Certifications**

This seminar describes the fire-resistive construction requirements of the *International Building Code*® (IBC®), the fire testing procedures supporting those requirements and how to access information on code-compliant assemblies through the use of the UL Fire Resistance Directory and Online Certifications Directory. This seminar will focus on the basic floor-ceiling, roof-ceiling and wall assemblies, along with methods of protecting penetrations of the basic assemblies.

**Instructor:** Rich Walke, UL

**MONDAY**

**AM**      **Health Risks of Improper Plumbing**      **Session 751**  
Whether you are an inspector or an installer, you have a duty to help protect the health and safety of the occupants of any building you work on. This seminar addresses several common potential threats to the health and safety of the public that the average citizen is unaware of, but the average plumber and inspector need to know. Participants will learn about the threats posed by SARS, Legionella, and scalding and how they can be properly mitigated.

**PM**      **Virtual Plumbing Inspection Workshop**  
Apply your code knowledge and expertise in this dynamic, hands-on workshop. Attendees will examine drawings of plumbing systems and installations for code violations in a cooperative and collaborative environment with their peers. Each drawing is designed to challenge attendees on parts of the code that frequently are misunderstood or in violation. Attendees will work in groups during the workshop exercise and share their findings, as well as those presented by the instructor, for a robust learning experience.  
**Instructor:** Dan Rademacher, IAPMO Staff

**TUESDAY**

**2015 Minnesota Plumbing Code Essentials**      **Session 752**  
This seminar is an excellent opportunity to get up-to-speed on what you need to know to effectively use the new *2015 Minnesota Plumbing Code* (2012 UPC). Attendees will be provided with a fundamental explanation of the code, including showing how the code is organized, discussing key concepts, and identifying important provisions in each chapter.  
**Instructor:** Dan Rademacher, IAPMO Staff

**WEDNESDAY**

**2015 Minnesota Plumbing Code DWV Provisions**      **Session 753**  
A plumbing system relies on the interconnected drain, waste, and vent systems (DWV) in order to operate efficiently and safely. This seminar provides a detailed review and discussion of the DWV requirements in the *2015 Minnesota Plumbing Code*. The provisions in the code that govern the proper installation and design of DWV systems will be discussed, and attendees will see in-depth demonstrations on how to properly size DWV systems with several opportunities to practice. Upon completion of this seminar, attendees will be better able to locate and apply code provisions pertaining to DWV systems as well as describe the basic concepts and code requirements for DWV installations. Attendees will also be better able to properly size DWV systems.  
**Instructor:** Dan Rademacher, IAPMO Staff

**THURSDAY**

**Duct Construction & Fire/Smoke Damper Applications in Wood Frame Construction**      **Session 754**  
This seminar will address fire and smoke damper installation requirements with an emphasis on buildings constructed of wood. It will also cover code requirements for duct installation in multi-family buildings built under the *International Building Code*® (IBC®), including firestopping, protection of fire-rated wall, floor and shaft assemblies and actuation of fire and life-safety components. The intended audience is mechanical and building inspectors; however, this seminar is also appropriate for plan reviewers, designers, engineers, contractors and others involved with the design, installation and operation of heating, ventilation, and air-conditioning systems.  
**Instructors:** Travis Kreft, Greenheck Fan Corporation; Tim Manz, City of Blaine; Jared Ellingson, University of Minnesota

**FRIDAY**

**2012 IMC Performing Commercial Mechanical Inspections**      **Session 755**  
This seminar will explain the tasks a commercial building inspector performs to verify that a commercial building complies with the *2012 International Mechanical Code*® (IMC®). This seminar provides a how-to approach to inspection, and includes topics pertaining to techniques and procedures. Attendees will be provided with the fundamental technical knowledge necessary for comprehensive inspection practice.  
**Instructor:** Sam Dardano, ICC Instructor



# CONGRATULATIONS!



## Association Of Minnesota Building Officials **2016 ICC Chapter of the Year**

*The 2016 ICC Chapter of the Year Award  
is presented to the Association of Minnesota  
Building Officials in recognition of your  
leadership, dedication and service in promoting  
the goals and objectives of ICC.*

*You are commended for your excellence and  
achievements in contributing to the code  
enforcement profession and the safety of  
the built environment.*

7 a.m. Sign In • 8 a.m. Sessions Begin • 12 p.m. – 1 p.m. Lunch • 4:30 p.m. Conclusion

Track	Monday February 6, 2017	Tuesday February 7, 2017	Wednesday February 8, 2017	Thursday February 9, 2017	Friday February 10, 2017
Code Enforcement/ Permit Technicians	Verbal Judo: Developing a Winning Attitude           Session 701	Managing for Success  Session 702	Code Specialist Module Certification Test Academy  Session 704		AM Foreclosures and Abandonments: Compliance Connections  PM Dealing with Foreclosures, Bankruptcies and Receiverships      Session 707
		New Home Construction (Permit Issuance to Certificate of Occupancy)  Session 703	AM Code Officers and Landlord/Tenant Relations/ Responsibilities  PM Protecting Complainant Confidentiality  Session 705	AM Courtroom Procedures for Officers and Inspectors  PM Code Enforcement Procedures for Officers and Inspectors  Session 706	
Building (Residential)	2015 IRC Significant Changes  Session 711	2012 IRC Advanced Wood and Wall Bracing  Session 712	2015 IRC Essentials  Session 713	2015 IRC Plan Review  Session 714	2015 IRC Inspections  Session 715
Building (Commercial)	2012 IBC Inspection of Fire-Resistance-Rated Walls, Floors, Ceilings and Roofs  Session 721	2015 IFC and IBC Fire Protection Systems  Session 722	Special Inspection: Administration and Application  Session 723	Cold-Formed Steel Framing in Mid-Rise and Multi-Family Structures for Plan Review and Inspection  Session 724	2015 IBC Significant Changes  Session 725
Building (Special Topics)	Senior Living Facilities  Session 731	IBC Extreme Plan Review and Inspections  Session 732	IBC Assessment of Alternate Materials and Methods of Construction  Session 733	2015 IBC Means of Egress  Session 734	CCLD Code Administration Services  Session 735
Fire/Building (Special Topics)	2015 IFC Performing Commercial Fire Inspections  Session 741	2015 IFC and IBC Fire Protection Systems  Session 722	Fire Protection Engineering Basics for AHJs  Session 743		AM Engineered Wood A to Z  PM Firestopping Fire- Resistance-Rated Assemblies, UL Testing and Certifications  Session 745
Plumbing/ Mechanical	AM Health Risks of Improper Plumbing  PM Virtual Plumbing Inspection Workshop  Session 751	2015 Minnesota Plumbing Code Essentials  Session 752	2015 Minnesota Plumbing Code DWV Provisions  Session 753	Duct Construction and Fire/ Smoke Applications in Wood Frame Construction  Session 754	2012 IMC Performing Commercial Mechanical Inspections  Session 755
Special Events	6:00 p.m. AMBO Board Meeting (Oakview Dining Room)	4:30 p.m. AMBO Membership Meeting  6:00 p.m. Evening Dinner Outing	12:30 p.m. Region III Board Membership Meeting (Oakview Dining Room)		ICC Certification Exams Separate registration through ICC REQUIRED



Region III Educational Institute
Special Examination Administration Application

Testing Address:

Oak Ridge Hotel and Conference Center
Room TBD
1 Oakridge Drive
Chaska, MN 55318

EXAM DATE

February 10, 2017

DEADLINE TO REGISTER

January 9, 2017

Exam Candidate Information—PRINT LEGIBLY

ALL FIELDS BELOW REQUIRED EXCEPT AS NOTED.

Full Legal Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

( ) \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_
Primary Telephone Number: \_\_\_\_\_ Home \_\_\_\_\_ Work Secondary Number (optional) Fax Number (optional)

E-mail: \_\_\_\_\_

I have a copy of the applicable ICC National Certification Examination Information Bulletin.
(If you do not have a copy of the Bulletin, go to www.iccsafe.org/exams or call: 1-888-422-7233, ext. 5524.)

Important Notes

- Applications may be submitted by U.S. mail, courier, or facsimile.
Applications must be received by the deadline date.
Examination fees are non-refundable. Exceptions are outlined in the Information Bulletin.
A photo identification, such as a driver's license, will be required for admittance to the examination.
References needed for taking the exams can be purchased from the Code Council by calling 1-800-786-4452 or at shop.iccsafe.org.
If you have a physical disability that prohibits you from taking an examination under standard conditions, you may request special arrangements. Your letter of request must accompany this application, along with a completed special accommodations form. This form may be obtained by calling us at 1-888-422-7233. The request must be submitted and approved by the Code Council no later than January 9, 2017.

I hereby certify that I am the person indicated above, that all the information I have given herein is true and complete to the best of my knowledge, and that any false statement will be cause for voiding this application and/or subsequent certification.

I acknowledge receipt of the Code Council Certification Code of Ethics (located in the Information Bulletin) and agree to comply with these professional standards for the term of my active certification. I agree that failure to comply with these standards may be cause for suspension or revocation of my certification.

I further certify that I understand the secure and confidential nature of the examination, and will not reveal the contents of the examination to anyone. I hereby affirm that I will abide by the rules of the examination that are found in the Code Council National Examination Information Bulletin.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Both pages of this application must be completed to process.

Select the code year on which you wish to test. (Select only one.)

2012 CODE YEAR    2015 CODE YEAR

Starting Times (If you are taking two exams, please note which exam you wish to take at each time):

8:00 a.m. Exam: \_\_\_\_\_       1:00 p.m. Exam: \_\_\_\_\_

**SELECT ONLY ONE**

- B1 Residential Building Inspector \$199
- R3 Residential Plans Examiner \$199
- E1 Residential Electrical Inspector \$199
- M2 Commercial Mechanical Inspector \$199
- M3 Mechanical Plans Examiner \$199
- P1 Residential Plumbing Inspector \$199
- P3 Plumbing Plans Examiner \$199
- 66 Fire Inspector I \$205
- FM Certified Fire Marshal (2012 only) \$199
- FE Cert Portable fire Extinguisher Technician \$199
- RF Residential Fire Sprinkler Inspector \$199
- 79 Residential Energy Inspector/Plans Examiner \$199
- 64 Property Maintenance and Housing Inspector \$199
- C1 Coastal and Floodplain Construction Inspector \$199
- GC IgCC Inspector/Plans Examiner w/ASHRAE 189 (2012 only) \$199
- CE Commercial Energy Inspector/Plans Examiner w/ASHRAE 90.1 \$199
- CA Commercial Fire Alarm Inspector \$199
- CN Commercial Fire Alarm Plans Examiner I \$199
- 01 Legal/Management Module (2012 only) \$130
- CS Code Specialist (2015 only) \$130
- MM Management Module \$130
- FC Fire Codes and Standards \$130
- BC Building Codes and Standards \$199

**SELECT ONLY ONE**

- B2 Commercial Building Inspector \$199
- B3 Building Plans Examiner \$199
- E2 Commercial Electrical Inspector \$199
- E3 Electrical Plans Examiner \$199
- M1 Residential Mechanical Inspector \$199
- P2 Commercial Plumbing Inspector \$199
- FG Fuel Gas Inspector \$199
- 67 Fire Inspector II \$205
- F3 Fire Plans Examiner \$199
- FK Pre-engineered Kitchen Fire Extinguishing System Tech \$199
- FN Pre-engineered Industrial Fire Extinguishing System Tech \$199
- 02 Technology Module (2012 only) \$130
- 77 Commercial Energy Inspector \$199
- 78 Commercial Energy Plans Examiner \$199
- 14 Permit Technician \$199
- 75 Zoning Inspector \$199
- DR Disaster Response Inspector \$199
- 21 Accessibility Inspector/Plans Examiner \$199
- CR Commercial Fire Alarm Plans Examiner II \$199
- CF Commercial Fire Sprinkler Inspector \$199
- CP Commercial Fire Sprinkler Plans Examiner \$199
- MG Legal Module \$130

**Billing Information**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

(\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
Business Telephone Number Fax Number

Code Council Member Number: \_\_\_\_\_

**Full payment must be submitted with all applications.** Total Amount: \$ \_\_\_\_\_

Method of payment provided:    Check/Money Order    Visa    MasterCard    American Express    Discover  
(Payable to ICC)

Name as it appears on credit card: \_\_\_\_\_

Signature: \_\_\_\_\_

Credit Card Number

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Expiration Date

--	--	--

Month                      Year

Return this completed application in its entirety along with the appropriate fees to:  
International Code Council  
Certification & Testing Department  
900 Montclair Road  
Birmingham, Alabama 35213-1206  
Fax: 205-599-9884

**OFFICE USE ONLY**

Candidate ID: \_\_\_\_\_ Requirements met: \_\_\_\_\_ Date processed: \_\_\_\_\_ Initials: \_\_\_\_\_



# 2017 ICC Upper Great Plains Region III Educational Institute Registration Form



7 a.m. Sign In • 8 a.m. Sessions Begin • 12 p.m. – 1 p.m. Lunch • 4:30 p.m. Conclusion

Complete ONE registration form per registrant. Registration form may be copied.

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ICC Membership Number

Name for Badge

--	--	--

First Name/Given Name

MI

Last Name

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Job Title

--

Jurisdiction/Organization

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E-mail

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Street Address

--	--	--	--	--

City

State

ZIP

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Day Phone

Evening Phone

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I give ICC permission to use my contact information for future mailings.

Fax

Please indicate if you have dietary restrictions or require special accessibility or accommodations: \_\_\_\_\_

## REGISTRATION OPTIONS

Step 1: Select Courses (Put Session Number in Boxes)

Monday	Tuesday	Wednesday	Thursday	Friday
<table border="1" style="width: 40px; height: 20px;"></table>	<table border="1" style="width: 40px; height: 20px;"></table>	<table border="1" style="width: 40px; height: 20px;"></table>	<table border="1" style="width: 40px; height: 20px;"></table>	<table border="1" style="width: 40px; height: 20px;"></table>

Step 2: Select Payment

<input type="checkbox"/> I am attending ALL 5 days—\$690 (Enter class choices in the corresponding boxes)	\$690 for 5 days \$ _____
<input type="checkbox"/> I am attending 4 days—\$552 (Enter class choices in the corresponding boxes)	\$552 for 4 days \$ _____
<input type="checkbox"/> I am attending less than 4 days (Enter class choices in the corresponding boxes)	\$145 per day, 1-3 days \$ _____

## PAYMENT OPTIONS

<input type="checkbox"/> Payment Enclosed (Checks payable to: ICC)	<input type="checkbox"/> Bill my ICC Membership No.	Subtotal: \$ _____
<input type="checkbox"/> Purchase Order No. _____		Early-bird Discount: \$138 per day Register by December 31, 2016. \$ _____
<input type="checkbox"/> Credit Card: _____		Total Due \$ _____
<small>Copy of authorized P.O. required</small>		
Cardholder Signature: _____		Exp. Date: _____ / _____
Date: _____		

**FAX** 708-799-2651     **ONLINE** [www.iccsafe.org/RegionIII](http://www.iccsafe.org/RegionIII)     **MAIL** 4051 Flossmoor Road • Country Club Hills, IL 60478

If you need assistance or more information: 1-888-ICC-SAFE (422-7233), ext. 33818



## **ATTENTION ICC CHAPTER PRESIDENTS!**

**Take advantage of a free day of attendance at the Institute.**

**Contact Roger Axel, AMBO Executive Officer, for details  
raxel@ci.new-hope.mn.us | phone: 763-531-5122**



# 2017 ICC Upper Great Plains Region III Educational Institute

## Key Information



### INSTITUTE HIGHLIGHTS FULL-WEEK PROGRAMS

Twelve days of ICC seminars covering numerous specialty topics will be offered throughout the week, including a newly designed two-day seminar focused on the Code Specialist that is aligned with ICC's National Certification Examination Information Bulletin. This will be of particular interest to permit techs. ICC will also offer training on wall bracing, special inspections, IRC and IBC significant changes, and mechanical and fire inspections. ICC seminars will be led by popular returning veteran instructors including **Doug Thornburg, John Gibson, Sandra Hyde, Roger Axel, Terrell Stripling, and Sam Dardano.** **Steve Thomas**, Colorado Code Consulting, will also be returning to present five days of IBC specialty seminars.

#### MONDAY

**Kelvin Beene**, City of Aurora, IL, and past AACE President, will present two days of training on communication and safety for housing inspectors.

#### MONDAY – WEDNESDAY

IAPMO staff will present three seminars on the 2012 UPC and the *Minnesota Plumbing Code*.

#### TUESDAY

**Peter Kulczyk**, Green Code Knowledge, presents a seminar on new dwelling construction from permit issuance to C.O. The AMBO Annual membership meeting will be held. Our traditional informal **Dinner Outing** will take place at a local establishment.

#### WEDNESDAY

**Trade Show** featuring ICC and IAPMO Bookstores and numerous product vendors.

**Region III** membership meeting with Chapter Recognition Awards will be held.

#### WEDNESDAY-THURSDAY

**Jon Nisja & Rich Pehrson**, MN State Fire Marshal staff, present a two-day NFPA seminar on fire protection engineering for AHJs.

#### FRIDAY

**Jim Smith**, AWC, presents a seminar on engineered lumber. **Rich Walke**, UL, presents a seminar on firestopping systems. **Minnesota DLI Staff** present a new seminar on **Code Administration**. Attendees receive a copy of the **CCLD Code Administration Manual**.

ICC Certification Exams available onsite. Separate registration through ICC required. See page 11 for details.

### REGISTRATION

Registrations received on or before January 13, 2017:

- Early-bird Discount of \$138 per day, per person, applies to registrations received **on or before December 31, 2016.**
- \$145 per day, per person, **after December 31, 2016.**
- Multiple Days Discount: \$138 per day, per person, when registration is for four or more days.
- Registration includes instruction, handout materials, lunch and break refreshments.

### REGISTER EARLY!

- The most popular sessions fill up quickly and close early!
- **Walk-ins** are accepted with limited availability.

### CANCELLATION POLICY

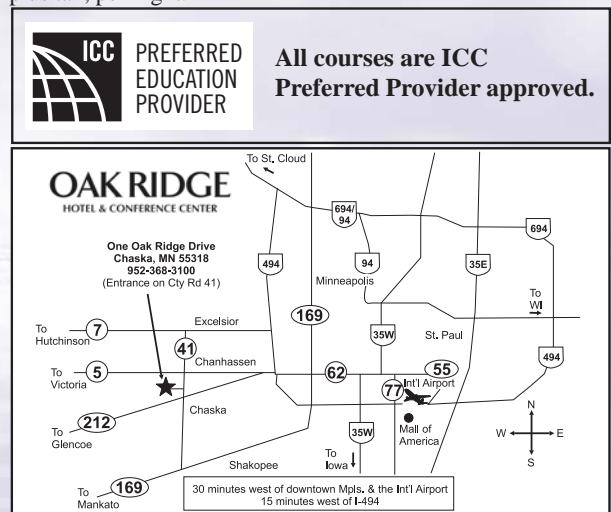
Written requests for refunds must be received by ICC on or before January 13, 2017. Written requests may be submitted by fax: 1-708-799-2651 or e-mail: [lchagolla@iccsafe.org](mailto:lchagolla@iccsafe.org).

### CONTINUING EDUCATION

Qualifying continuing education will be issued for each day of attendance. Continuing education recognition has been received by the American Institute of Architects; International Code Council and the State of Wisconsin. All courses have been submitted to the Minnesota Department of Labor & Industry Construction Codes and Licensing Division for CE approval.

### LOCATION

- Oak Ridge Hotel and Conference Center, One Oak Ridge Drive, Chaska, MN 55318
- Free onsite parking.
- Reservations: 877-874-6772
- Website: [www.oakridgeminneapolis.com](http://www.oakridgeminneapolis.com)
- **Group Code: REGION III**
- Be sure to mention you will be attending the ICC Region III Educational Institute to receive the discounted institute rate of \$110, plus tax, per night.

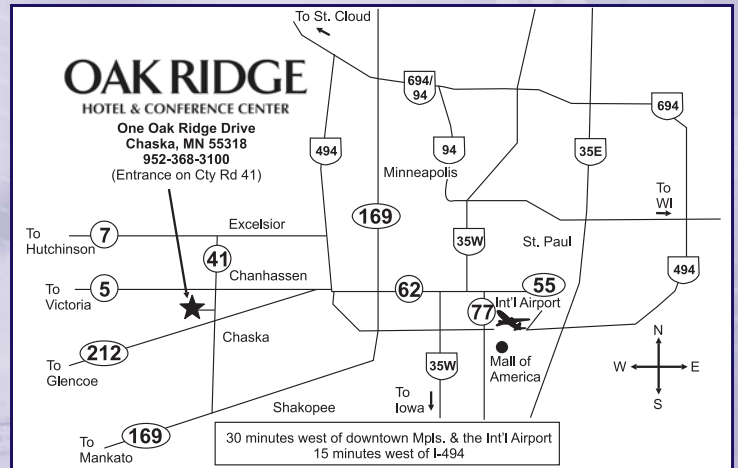


### Three Easy Ways to Register!

Register Online: [www.iccsafe.org/RegionIII](http://www.iccsafe.org/RegionIII) | Register by Fax: 1-708-799-2651 | Register by Mail: ICC – Central Regional Office, 4051 Flossmoor Road, Country Club Hills, IL 60478

Walk-in Registration Accepted – Limited Availability

**AMBO**  
**C/O Larry Huff**  
**9820 42nd Street NE**  
**St. Michael, MN 55376**



**Don't delay. The most popular sessions fill up quickly and close early! For the most up-to-date information, go to [www.iccsafe.org/RegionIII](http://www.iccsafe.org/RegionIII).**