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Planning for a New Generation

INTERNATIONAL CODE COUNCIL, INC.

DRAFT BOARD OF DIRECTORS MEETING MINUTES

**OCTOBER 15, 2016
 KANSAS CITY, MISSOURI
 8:30 AM CST**

MEETING AGENDA

1.0 CALL TO ORDER – President Olszowy

President Olszowy called the meeting to order.

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

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

	Present	Absent
Alex “Cash” Olszowy, President	X	
M. Dwayne Garriss, Vice President	X	
Jay Elbettar, PE, C.B.O., LEED AP, CASp, Secretary-Treasurer	X	
Guy Tomberlin, C.B.O., Immediate Past President	X	
Jeff Bechtold	X	
Alan Boswell, M.C.P., C.B.O.	X	
Jim Brown, C.B.O., C.F.P.S	X	
Bill Bryant, M.C.P., C.B.O.	X	
Rob Drexler, C.P.C.A.	X	
Gilbert Gonzales, C.B.O.		X (Excused)
Jerry Mallory	X	
James Morganson, C.P.C.A.	X	
Donny Phipps, C.B.O., C.F.M.	X	
Brenda Thompson, M.C.P., M.P.A.	X	
Stuart Tom, P.E., C.B.O., F.I.A.E.	X	
Rich Truitt	X	
Michael Wich, C.B.O.	X	
Greg Wheeler, C.B.O.	X	

3.0 REVIEW AND APPROVE AGENDA – President Olszowy

Motion made and seconded to withdraw Agenda Item R.1.1. Motion passed unanimously.

4.0 APPROVAL OF MINUTES – Secretary/Treasurer Elbettar

4.1 JULY 20, 2016 MEETING MINUTES

Motion made and seconded to approve the July 20, 2016 meeting minutes.

Motion made and seconded to amend Item R.1.1 to add the language "per the joint Membership Council of the Building Official and Fire Service Membership Councils' request letter" and the AIA Liaison report to state, "Liaison Garriss stated that he attended the AIA meeting in Philadelphia and discussions have taken place regarding ICC's concern with AIA accredited institutes providing relevant code classes in the Architectural education programs. AIA is also requesting ICC support the Emerging Young Professionals program."

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

4.2 SEPTEMBER 6, 2016 TELECONFERENCE MEETING MINUTES

Motion made and seconded to approve the September 6, 2016 teleconference meeting minutes. Motion passed unanimously.

4.3 SEPTEMBER 21, 2016 TELECONFERENCE MEETING MINUTES

Motion made and seconded to approve the September 21, 2016 teleconference meeting minutes. Motion passed unanimously.

CONSENT ITEMS (C)

C1.0 CHAPTER APPLICATION: KANSAS ASSOCIATION OF CODE ENFORCEMENT

C2.0 CHAPTER APPLICATION: NORTHERN MAINE CHAPTER OF THE MAINE BUILDING OFFICIALS AND INSPECTORS ASSOCIATION

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

OPEN FLOOR FOR PUBLIC TO ADDRESS BOARD OF DIRECTORS (TIME CERTAIN: 9:00 AM – 10:00 AM)

At this time, members of the Public introduced themselves and addressed the Board.

Bill Bracken, President of Bracken Engineering and Co-Chair of the SEER Committee, addressed the Board and introduced the SEER Program and 2nd Responder Roster.

Motion made and seconded to enter discussions with the National Council of Structural Engineers Associations (NCSEA) to pursue opportunities for coordinating the efforts of ICC's Disaster Response Network with NCSEA's SEER program. A discussion ensued. Motion approved unanimously.

David Collins, on behalf of American Institute of Architects, addressed the Board.

Bill Fay of the Energy Efficient Code Coalition addressed the Board.

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

EXECUTIVE SESSION (E)

E1.0 PRESIDENT UPDATE

[REDACTED]

E2.0 CEO UPDATE

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

E3.0 REVISED EMERGING LEADERS MEMBERSHIP COUNCIL CHARTER

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

E4.0 EMERGING LEADERS MEMBERSHIP COUNCIL (ELMC) ADVISORY COMMITTEE APPOINTMENTS

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

E5.0 ICC GOVERNING AD HOC COMMITTEE REPORT

[REDACTED]

[REDACTED]

[REDACTED]

Motion made and seconded to exit Executive Session. Motion passed unanimously.

The Board recessed for an hour long lunch break.

President Olszowy called the meeting back to order.

REGULAR SESSION (R)

R1.0 ANNUAL REPORTS:

President Olszowy discussed the membership council annual reports and introduced the individual Board liaisons for each membership council to provide the highlights of each report.

R1.1 BUILDING OFFICIALS MEMBERSHIP COUNCIL

Director Drexler, the Board liaison for the BOMC, provided highlights of the BOMC Annual Report.

R1.2 FIRE SERVICE MEMBERSHIP COUNCIL

Director Brown, the Board liaison for the FSMC, provided highlights of the FSMC Annual Report.

Director Brown recognized VP of National Fire Service Activities Rob Neale's accomplishments as the FSMC staff liaison.

R1.3 GLOBAL MEMBERSHIP COUNCIL

Director Phipps, the Board liaison for the GMC, provided highlights of the GMC Annual Report.

R1.4 PMG OFFICIALS MEMBERSHIP COUNCIL

Director Boswell, the Board liaison for the PMG, provided highlights of the PMG Annual Report.

R1.5 SUSTAINABILITY MEMBERSHIP COUNCIL

Director Thompson, the Board liaison for the SMC, provided highlights of the SMC Annual Report.

R1.6 MAJOR JURISDICTIONS COMMITTEE

Director Truitt, the Board liaison for the Major Jurisdictions Committee, provided highlights of the MJC Annual Report.

R1.7 PROFESSIONAL DEVELOPMENT COUNCIL

Director Thompson, the Board liaison for the PDC, provided highlights of the PDC Annual Report.

Motion made and seconded to accept the reports and refer the budget request items to the Budget Committee in November. Motion passed unanimously.

R2.0 ICC FAMILY OF COMPANIES – PROGRAM UPDATES

President Olszowy introduced CEO Sims, who introduced the following staff members to provide a brief two minute, one-slide presentation giving three highlights in their department and one highlight planned for the future:

1. John Belcik – Financial and IT

2. Mark Johnson – Business and Product Development
3. Michael Gardner – Introduction to Compliance Programs
4. Shahin Moinian – ICC Evaluation Services, LLC (ICC-ES)
5. Chuck Ramani – International Accreditation Services (IAS)
6. Eileen Prado – ICC-SRCC
7. Mike Pfeiffer – ICC’s Technical Services
8. Sara Yerkes – Government Relations
9. Ron Piester – Member Services and Certification and Testing
10. Mark Johnson (on behalf of Tracy Lendi) – Training & Education

VP Membership and Certification Ron Piester and Project Coordinator Madi Dominescy introduced the Chapter Engagement Kits, currently being compiled for the Board members. A discussion ensued.

Motion made and seconded to move Agenda Item R8.0 to Executive Session. Motion passed unanimously.

R3.0 ICC COMMISSIONING STANDARD REPORT

President Olszowy introduced CEO Sims, who introduced VP Technical Services Mike Pfeiffer, who provided background information on the ICC Commissioning Standard Report.

Motion made and seconded to follow the following staff recommendation as submitted:

- The effort to develop ICC 1000 be terminated
- Move the ICC 1000 work from a standard into a guideline: Guideline G4.
- Update and re-issue ICC Guideline G4 with stakeholder input from the commissioning industry which can be used administratively as a “best practice” for use by AHJ’s to support their efforts as they are introduced to the relative new world of commissioning. This guideline would include the necessary tools for AHJ’s including references to all the current commissioning standards.

A discussion ensued.

Motion passed with Directors Tomberlin and Thompson voting against the motion.

R4.0 NEW ICC STANDARD FOR SPRAY-APPLIED POLYURETHANE FOAM PLASTIC INSULATION

President Olszowy introduced CEO Sims, who introduced VP Technical Services Mike Pfeiffer, who provided background information on the new ICC Standard for spray-applied polyurethane foam plastic insulation.

Motion made and seconded to approve the PINS submittal. A discussion ensued.

Motion made and seconded to modify the motion on the table to include the language, "...to ratify the PINS submittal." Motion to modify passed unanimously.

Motion made and seconded to pass the modified motion. Motion passed unanimously.

R5.0 UPDATE ON HEALTHCARE AD HOC COMMITTEE

President Olszowy introduced VP Technical Services Mike Pfeiffer, who provided background on the Ad Hoc Committee on Healthcare (AHC). This background included ASHE's two requests: to transition the Ad Hoc Healthcare Committee to a standing committee and to expand the scope of the meeting to be expanded to include Day Care/Adult Care/Assisted Living and nursing homes previously scoped to the CTC.

Motion made and seconded to expand the scope of the committee to include nursing homes and that staff provide metrics and a report to the Board at the December Board meeting indicating compliance with the CMS requirements. A discussion ensued. Motion passed unanimously.

R6.0 CHAPTER LEADERS APPRECIATION PLAQUE

President Olszowy introduced Secretary-Treasurer Elbettar, who provided background and reasoning for the proposed appreciation plaques for the Chapter Leaders.

Motion made and seconded for ICC to, effective January 1, 2017, begin recognizing outgoing chapter leaders by providing them with a substantive branded item to commemorate their service. A discussion ensued. Motion passed unanimously.

R7.0 SMC GOVERNING COMMITTEE LETTER RE: 2018 IgCC CONCERNS

President Olszowy introduced CEO Sims, who provided background information on the SMC Governing Committee's letter expressing concern on the ongoing development of ASHRAE 189.1. A discussion ensued.

Maureen Guttman, Chair of the SMC, addressed the Board.

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

R8.0 ICC INVESTMENT REPORT FROM DAVID SEARCY OF MORGAN STANLEY

President Olszowy introduced Dominic Sims to provide background on ICC's investment policy. CEO Sims then introduced ICC's investment manager David Searcy of Morgan Stanley, who provided a presentation on ICC's investment portfolio and strategy. A discussion ensued.

COMMITTEE ASSIGNMENT REPORTS:

- Awards Chair Bechtold stated that all awards are ready for the October 18th Awards Luncheon.
- Honorary Chair Bryant stated that the Honorary Member committee recommendations have been submitted.
- Nominating Immediate Past President Tomberlin stated that he is pleased to announce that there are eight director candidates this year, indicating a competitive group of applicants.
- Resolutions Chair Wheeler stated that the Resolutions have been posted to the ICC website and will be presented Monday's Annual Business Meeting.
- Coalition for
Current
Codes Chair Wheeler stated that most of the legislatures are in recess, so there have not been any updates.
- IAC Chair Bryant provided a white paper hand out detailing his IAC report.
- IAS Chair Tom provided a white paper hand out detailing his IAS report.

5.0 BOARD SESSION, CEO ONE-ON-ONE, AND ANNUAL EVALUATION

The Board excused all ICC staff and members of the public and conducted a private Board session and a CEO one-on-one and annual evaluation.

6.0 ADJOURNMENT

(See Below for Consensus Action Item List)

Consensus Action Items from October 2016 Board Meetings

Action Item	Status
Minutes (October 15 & 19)	Complete
Chapter Applications Follow-up	Complete
Enter discussions with NCSEA re: ICC's Disaster Response Network	In Process
Analysis and business plan on S.K. Ghosh acquisition	In Process
ICC Board Website Update	In Process
Revised ELMC Charter and Advisory Committee	Complete
Appoint committee to reduce size of BOD	In Process
Chapter Engagement Kits	In Process
Terminate efforts to develop ICC 1000	In Process
Update and re-issue ICC Guideline G4	In Process
PINS Submittal on ICC 1100	Complete
Staff provide metrics/report on Ad Hoc Healthcare Committee compliance	In Process
Expand scope of Ad Hoc Healthcare to standing committee and include nursing homes/care facilities	In Process
Creation of substantive branded item to commemorate chapter leader service	In Process
<i>Carried Over From Previous Action Item Lists:</i>	
Update on IAC revisions to updated standards (CP-28)	In Process; staff has received some SDO feedback; continuing to solicit feedback
Update CP#10 to reflect emerging trends of ICC membership	In Process; New professional member applications will be "slow locked" until CP#10 review is complete
Engage Third Party Industry	In Process
Draft initiative on promoting the code official	In Process; due at Dec. BOD Meeting
ICC Foundation BOD Appointments	In Process; slated for Dec. BOD Meeting
Staff evaluation of plan review and permitting self-certification trend	In Process
Update on consolidation of member & voter functions	Planned for 2017
ICC Standard for Low Vision Design follow-up	In Process
PEER Program	In Process
Letter of support to Northern KY Univ. re: benefits	Complete
Approved addition of Copyright Waiver to all applicable CP's	In Process
Implement Global Member Bylaw Interpretation	Complete; drafted into PPG