IMPORTANT MEETING ACCESS INFORMATION!

Meeting Information

Date: Monday, February 3rd, 2020
Time: 11:00 am, Eastern Daylight Time (New York, GMT-04:00)
Meeting ID: 533 378 925
Meeting Password: (This meeting does not require a password.)

To join the online meeting

Go to: 1. Go to https://global.gotomeeting.com/join/533378925
2. If requested, enter your name and email address.
3. Use your microphone and speakers (VoIP) – a headset is recommended. Or call in using your telephone.

Teleconference Information

Join the conference call:
Toll free: 1-866-899-4679 (US)
Attendee access code: 533 378 925

For assistance please contact:
jim.hammers@myfloridalicense.com
1-850-717-1839

CALL-IN NUMBER: 1-866-899-4679  CODE: 533378925
IN PERSON ATTENDANCE: 5TH FLOOR, 2601 BLAIRSTONE RD., TALLAHASSEE, FLA. 32399
EDUCATION POC MEETING OBJECTIVES

➢ To approve February 3, 2020 Meeting Agenda
➢ To approve December 2, 2019 Meeting Minutes
➢ To review/decide pending accreditor applications
➢ To review/decide accredited advanced courses
➢ To review/decide administratively approved updated courses
➢ To review/decide self affirmed updated courses
➢ To review/discuss Education Administrator activity report
➢ To identify future POC member discussion items
➢ To discuss general public comment
➢ To identify needed next steps, assignments, and agenda items for next meeting

EDUCATION POC MEETING MINUTES—FEBRUARY 3, 2020

All Agenda Times—Including Adjournment—Are Approximate and Subject to Change

11:01 a.m. EST  1.) Welcome and Opening, Roll Call

POC Members Present: Nanette Dean, (Chair), Brian Langille, Don Brown, Kelley Smith Burk
POC Member(s) Absent: Drew Smith, Jeffrey Stone PhD, David John

Meeting Attendees Identified:
Thomas Campbell  Jim Hammers
Bob Boyer  Mo Madani.
Michael Clark  Joe Belcher

2.) Review and approval of the February 3, 2020 meeting Agenda

Motion: To approve as submitted
Motion: Don Brown
Second: Kelley Smith Burk
Approved Unanimously

3.) Review and approval of December 2, 2019 meeting Minutes

Motion: To approve as submitted
Motion: Don Brown
Second: Kelley Smith Burk
Approved Unanimously

4.) Review pending accreditor applications for recommendation to the Commission

None Pending
5.) Review pending advanced accredited courses for recommendation to the Commission
   Course: Advanced Course: Emergency Egress Lighting and Signage
   Provider: Electrical Training Resources LLC
   Accreditor: Code Consulting Services
   BCIS Course Number: 948.0
   Motion: Course approved based on the FBC accreditation process that only verifies
   the accuracy of the Florida Building Code related content
   Motion: Don Brown
   Second: Kelley Smith Burk
   Discussion: None
   Approved Unanimously

   Course: Advanced FBC: Preparing Code Compliant Construction Documents - Online
   Provider: AIA Florida
   Accreditor: Code Consulting Services
   BCIS Course Number: 947.0
   Motion: Course approved based on the FBC accreditation process that only verifies
   the accuracy of the Florida Building Code related content
   Motion: Don Brown
   Second: Kelley Smith Burk
   Discussion: None
   Approved Unanimously

6.) Review pending administratively approved updated courses for recommendation to the Commission
   None Pending

7.) Review pending administratively approved Self Affirmed (ONE CHANGE)
updated courses for recommendation to the Commission
   None Pending

8.) Education Administrator Activity Report
   Discussion: The Education Administrator stated that the report contained brief descriptions of the
normal activities of the Administrator from November 19th, 2019, through January 22, 2020,
including staffing the ED POC meetings and handling inquiries from a variety of sources concerning
the FBC Education Program. He also stated that “Training Funding” information (for 2019-2020)
was also included in the report, which is promoted by Building A Safer Florida (BASF), and which
included the who/what of eligibility requirements. He stated that if anyone was interested, or had
questions, to contact Cam Fentriss by the email address listed with the information. No questions were
forthcoming from the ED POC members concerning the report content.
A. Provided administrative support for FBC Education POC for the December 2nd, 2019 meeting

B. Prepared minutes for FBC Education POC December 2nd, 2019 meeting

C. Prepared agenda for FBC Education POC meeting scheduled for February 3rd, 2020

D. Worked with training providers and accreditors to ensure compliance with Rule 61G20-6.002

E. Checked the BCIS to ensure information is current regarding the FBC Education and Accreditation Program

F. Partially completed a random course audit, of an online Accessibility course. Working on the final report.

G. Conducting a review of the “Education and Accreditation” portion of the BCIS website. The focus of the review is ease of use, correct information, and updated information. A findings report will be forthcoming.

H. Inquiries addressed from November 19th, 2019 to January 22, 2020 were as follows:

44 inquiries: 34 telephone; 6 email; 3 phone and email; 1 US Mail

**Category of Inquirers:**
3 Accreditors
9 Providers
24 Consumers (Public)
1 Attorney
2 Contractors
1 Researcher
1 Government employee
1 Development personnel
1 Instructor
1 Architect

**Types of Inquiries:**
8 Advanced Courses
5 BCIS
3 DCA
9 Mobile/modular
7 Windows
2 Sheds
3 Roofing
1 Inspector licensure
1 Instructor approval
Training Funding Available for 2019-2020

Two types of funding: 7-hour program or “minimum 1 hour” program
Reimbursement amount: $23.00 per hour per attendee Available now, ends June 15, 2020
Eligible attendees:
-- Licensed architects, engineers, interior designers, landscape architects, construction contractors, electrical contractors, or building code administrators or inspectors
-- Home inspectors, mold remediators
--- Must include license number for all categories above
-- Employees in design and construction industries, requires this documentation:
--- Letter from their design/construction licensed employer
--- Copy of certificate of workers’ compensation insurance or exemption

Eligible course topics:
-- Florida Building Code
-- Florida Fire Prevention Code
-- Construction plan and permitting requirements
-- Construction liens
-- Hurricane mitigation

For “minimum 1 hour” program, course requirements:
-- At least 50% must be codes

For 7-hour program, course requirements:
-- At least three (3) hours codes
-- At least two (2) hours advanced codes

For any program, course requirements:
-- Mitigation training for home inspectors must include proctored exam and comply with section 627.711(2), F.S.
-- *Course evaluations are REQUIRED that cover the following:
--- Satisfaction with instructor
--- Satisfaction with course materials
--- Satisfaction with conduct of the training
--- Ask whether “highly satisfied” “satisfied” “not satisfied” for each above

Must enter into an agreement before submitting for grant funds, must verify availability of funds first.

Documentation required (failure to submit is a 5% penalty):
-- Submitted within FIVE (5) WORKING DAYS AFTER EACH COURSE
-- Advertisement (must be approved in advance)
9.) Identify future POC member discussion items
   No future ED POC member discussion items were forthcoming.

10.) General public comment
    No public comment was forthcoming.

11.) Summary and review of meeting work products and adoption of recommendations for submittal to the commission

**Recommended Commission Actions**

The Education POC considered and recommends the following:

The following new courses are recommended for APPROVAL:

**Course:** Advanced Course: Emergency Egress Lighting and Signage
**Provider:** Electrical Training Resources LLC
**Accreditor:** Code Consulting Services
**BCIS Course Number:** 948.0
**Motion:** Course approved based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content
**Motion:** Don Brown
**Second:** Kelley Smith Burk
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**Course:** Advanced FBC: Preparing Code Compliant Construction Documents - Online
**Provider:** AIA Florida
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**BCIS Course Number:** 947.0
**Motion:** Course approved based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content
Motion: Don Brown
Second: Kelley Smith Burk
Approved Unanimously

12.) Adjourned at 11:08 am EST
Motion: To adjourn
Motion: Don Brown
Second: Kelley Smith Burk
Approved Unanimously

STAFF CONTACT: Michael Clark (MRC Consulting) mrcconsulting@earthlink.net: 850.545.1451

COMMITTEE MEMBERSHIP AND MEETING SCHEDULE

EDUCATION POC MEMBERSHIP

<table>
<thead>
<tr>
<th>MEMBER</th>
<th>REPRESENTATION</th>
</tr>
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<tbody>
<tr>
<td>Nanette Dean</td>
<td>Manufactured Buildings, Chair</td>
</tr>
<tr>
<td>Drew Smith</td>
<td>Green Building Industry</td>
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<tr>
<td>Jeffrey Stone PhD</td>
<td>Building Product Manufacturer</td>
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<tr>
<td>Brian Langille</td>
<td>Natural Gas Distributor</td>
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<tr>
<td>Don Brown</td>
<td>Insurance Industry</td>
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<tr>
<td>Kelley Smith Burk</td>
<td>Energy</td>
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<td>David John</td>
<td>Engineering</td>
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STAFF

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<tr>
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<tbody>
<tr>
<td>Justin Vogel</td>
<td>Legal Advisor</td>
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<tr>
<td>Jim Hammers</td>
<td>Technical Support</td>
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<tr>
<td>Thomas Campbell</td>
<td>Administrative Support</td>
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FACILITATOR

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<tbody>
<tr>
<td>Michael Clark</td>
<td>(MRC Consulting)</td>
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2020 POC MEETING SCHEDULE

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<tbody>
<tr>
<td>I.</td>
<td>February 3, 2020 (11:00 AM EST)</td>
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<tr>
<td>II.</td>
<td>April 2020 (TBA)</td>
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<tr>
<td>III.</td>
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<td>IV.</td>
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<td>V.</td>
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<tr>
<td>VI.</td>
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Tallahassee and via teleconference

Education POC Meeting Minutes
February 3, 2020
## 2020 Course Accreditation Application Deadline Schedule

<table>
<thead>
<tr>
<th>ED POC Meeting Date</th>
<th>Accredited Applications Submittal Deadline</th>
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<tr>
<td>I. February 3, 2020 Meeting</td>
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**Note:** This document is available in alternate formats upon request to the Department of Business and Professional Regulation, Codes and Standards, 5th Floor, 2601 Blairstone Rd., Tallahassee, FL, 32399.