

FLORIDA BUILDING COMMISSION
EDUCATION POC MEETING MINUTES
FEBRUARY 3, 2020
TALLAHASSEE, FLORIDA

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.)	<p>Welcome and Opening, Roll Call</p> <p>POC Members Present: Nanette Dean, (Chair), Brian Langille, Don Brown, Kelley Smith Burk</p> <p>POC Member(s) Absent: Drew Smith, Jeffrey Stone PhD, David John</p> <p>Meeting Attendees Identified: Thomas Campbell Jim Hammers Bob Boyer Mo Madani. Michael Clark Joe Belcher</p>
	2.)	<p>Review and approval of the February 3, 2020 meeting Agenda</p> <p>Motion: To approve as submitted Motion: Don Brown Second: Kelley Smith Burk Approved Unanimously</p>
	3.)	<p>Review and approval of December 2, 2019 meeting Minutes</p> <p>Motion: To approve as submitted Motion: Don Brown Second: Kelley Smith Burk Approved Unanimously</p>
	4.)	<p>Review pending accreditor applications for recommendation to the Commission</p> <p>None Pending</p>

5.)	<p>Review pending advanced accredited courses for recommendation to the Commission</p> <p>Course: Advanced Course: Emergency Egress Lighting and Signage Provider: Electrical Training Resources LLC Accreditor: Code Consulting Services BCIS Course Number: 948.0 Motion: Course <i>approved</i> 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: <i>None</i> Approved Unanimously</p> <p>Course: Advanced FBC: Preparing Code Compliant Construction Documents - Online Provider: AIA Florida Accreditor: Code Consulting Services BCIS Course Number: 947.0 Motion: Course <i>approved</i> 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: <i>None</i> Approved Unanimously</p>
6.)	<p>Review pending administratively approved updated courses for recommendation to the Commission</p> <p>None Pending</p>
7.)	<p>Review pending administratively approved Self Affirmed (ONE CHANGE) updated courses for recommendation to the Commission</p> <p>None Pending</p>
8.)	<p>Education Administrator Activity Report</p> <p><i>Discussion:</i> 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.</p>

		<p>A. Provided administrative support for FBC Education POC for the December 2nd, 2019 meeting</p> <p>B. Prepared minutes for FBC Education POC December 2nd, 2019 meeting</p> <p>C. Prepared agenda for FBC Education POC meeting scheduled for February 3rd, 2020</p> <p>D. Worked with training providers and accreditors to ensure compliance with Rule 61G20-6.002</p> <p>E. Checked the BCIS to ensure information is current regarding the FBC Education and Accreditation Program</p> <p>F. Partially completed a random course audit, of an online Accessibility course. Working on the final report.</p> <p>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.</p> <p>H. Inquiries addressed from November 19th, 2019 to January 22, 2020 were as follows:</p> <p>44 inquiries: 34 telephone; 6 email; 3 phone and email; 1 US Mail</p> <p><u>Category of Inquirers:</u> 3 Accreditors 9 Providers 24 Consumers (Public) 1 Attorney 2 Contractors 1 Researcher 1 Government employee 1 Development personnel 1 Instructor 1 Architect</p> <p><u>Types of Inquiries :</u> 8 Advanced Courses 5 BCIS 3 DCA 9 Mobile/modular 7 Windows 2 Sheds 3 Roofing 1 Inspector licensure 1 Instructor approval</p>
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- 2 Pool
- 1 Water heater
- 1 Plumbing
- 1 Shutters

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)

	<p>-- Sign in sheets as acceptable for each licensing board -- Separate sign in sheets for licensees and non-licensed employees -- Non-licensed employee sign in sheets must include type of proof submitted -- *Copy of course evaluation for each attendee</p> <p>*Failure to demonstrate that 75% or more of trainees were satisfied or highly satisfied with the course instructor will result in a 1% penalty for each 5% increment or portion thereof that the percentage of satisfied trainees fall below 75%.</p> <p>E-mail Cam Fentriss at basfgrant@gmail.com if interested and for more information.</p>
9.)	<p>Identify future POC member discussion items</p> <p>No future ED POC member discussion items were forthcoming.</p>
10.)	<p>General public comment</p> <p>No public comment was forthcoming.</p>
11.)	<p>Summary and review of meeting work products and adoption of recommendations for submittal to the commission</p> <p><u>Recommended Commission Actions</u></p> <p>The Education POC considered and recommends the following:</p> <p>The following new courses are recommended for APPROVAL:</p> <p>Course: Advanced Course: Emergency Egress Lighting and Signage Provider: Electrical Training Resources LLC Accreditor: Code Consulting Services BCIS Course Number: 948.0 Motion: Course <i>approved</i> 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</p> <p>Course: Advanced FBC: Preparing Code Compliant Construction Documents - Online Provider: AIA Florida Accreditor: Code Consulting Services BCIS Course Number: 947.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content</p>

		Motion: Don Brown Second: Kelley Smith Burk Approved Unanimously
	12.)	<i>Adjourned at 11:08 am EST</i> 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
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EDUCATION POC MEMBERSHIP	
MEMBER	REPRESENTATION
Nanette Dean	Manufactured Buildings, Chair
Drew Smith	Green Building Industry
Jeffrey Stone PhD	Building Product Manufacturer
Brian Langille	Natural Gas Distributor
Don Brown	Insurance Industry
Kelley Smith Burk	Energy
David John	Engineering
STAFF	
Justin Vogel	Legal Advisor
Jim Hammers	Technical Support
Thomas Campbell	Administrative Support
FACILITATOR	
Michael Clark	(MRC Consulting)

2020 POC MEETING SCHEDULE		
I.	February 3, 2020 (11:00 AM EST)	Tallahassee and via teleconference
II.	April 2020 (TBA)	Tallahassee and via teleconference
III.	June 2020 (TBA)	Tallahassee and via teleconference
IV.	August 2020 (TBA)	Tallahassee and via teleconference
V.	October 2020 (TBA)	Tallahassee and via teleconference
VI.	December 2020 (TBA)	Tallahassee and via teleconference

2020 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE		
	ED POC MEETING DATE	ACCREDITED APPLICATIONS SUBMITTAL DEADLINE
I.	February 3, 2020 Meeting	January 19, 2020
II.	April 2020 Meeting	TBA
III.	June 2020 Meeting	TBA
IV.	August 2020 Meeting	TBA
V.	October 2020 Meeting	TBA
VI.	December 2020 Meeting	TBA

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.