

**FLORIDA BUILDING COMMISSION
EDUCATION POC MEETING MINUTES**

APRIL 5, 2019

TALLAHASSEE, FLORIDA

IMPORTANT MEETING ACCESS INFORMATION!

Meeting Information

Date: Friday, April 5th, 2019
Time: 10:00 am, Eastern Daylight Time (New York, GMT-04:00)
Meeting ID: 148 382 085
Meeting Password: (This meeting does not require a password.)

To Join The Online Meeting

- Go to: 1. Go to <https://global.gotomeeting.com/join/148382085>
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: 1-877-309-2073 (US)
Attendee access code: 148 382 085

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

CALL-IN NUMBER: 1-877-309-2073 CODE: 148382085
IN PERSON ATTENDANCE: 5TH FLOOR, 2601 BLAIRSTONE RD., TALLAHASSEE, FLA. 32399

EDUCATION POC MEETING OBJECTIVES

- To approve April 5, 2019 Meeting Agenda
- To approve February 5, 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— APRIL 5, 2019

All Agenda Times—including Adjournment—are Approximate and Subject to Change

10:00 a.m. EST	1.)	<p>Welcome and Opening, Roll Call</p> <p>POC Members Present: Nanette Dean, (Chair), Kevin Flanagan, Jeffrey Stone PhD, Kelley Smith Burk, Drew Smith</p> <p>POC Member(s) Absent: Don Brown, Brian Langille</p> <p>Meeting Attendees Identified: Tom Campbell Jim Hammers Justin Vogel Mo Madani Michael Clark</p>
	2.)	<p>Review and approval of the April 5, 2019 meeting Agenda</p> <p>Motion: To approve as submitted</p> <p>Motion: Jeffrey Stone</p> <p>Second: Kevin Flanagan</p> <p>Approved Unanimously</p>
	3.)	<p>Review and approval of February 5, 2019 meeting Minutes</p> <p>Motion: To approve as submitted</p> <p>Motion: Kevin Flanagan</p> <p>Second: Jeffrey Stone</p> <p>Approved Unanimously</p>
	4.)	<p>Review pending accreditor applications for recommendation to the Commission</p> <p>None Pending</p>

	<p>5.) Review pending advanced accredited courses for recommendation to the Commission</p> <p>Course: 2017 Advanced Module: Private Provider Inspections Provider: Edward Renzi Accreditor: Code Consulting Services BCIS Course Number: 930.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Jeffrey Stone Discussion: <i>None</i> Approved Unanimously</p> <p>Course: Advanced FBC: 6th Edition (2017) Fenestration Mitigation Advanced Class Provider: AIA Florida Accreditor: Code Consulting Services BCIS Course Number: 931.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Jeffrey Stone Second: Kevin Flanagan Discussion: <i>Commissioner Stone stated that AIA Florida always does a great job with their courses.</i> Approved Unanimously</p> <p>Course: Advanced FBC: Preparing Code Compliant Construction Documents Provider: AIA Florida Accreditor: Code Consulting Services BCIS Course Number: 929.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Jeffrey Stone Discussion: <i>None</i> Approved Unanimously</p> <p>Course: Florida Building Code Sixth Edition 2017 Administration Advanced Code Training Provider: C2N Code Solutions Group Accreditor: Bill Dumbaugh BCIS Course Number: 928.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Jeffrey Stone Discussion: <i>Commissioner Flanagan stated that he thought the course was presented very nicely.</i> Approved Unanimously</p>
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		<p> Course: 2017 Advanced FBC Working Clearances Provider: Jake Leahy’s Electrical Code Connection Accreditor: Code Consulting Services BCIS Course Number: 927.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Jeffrey Stone Discussion: <i>None</i> Approved Unanimously </p> <p> Course: Advanced Florida Building Code 2017: Permits and Inspections Provider: Construction Estimating Institute Accreditor: Code Consulting Services BCIS Course Number: 926.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Drew Smith Discussion: <i>None</i> Approved Unanimously </p> <p> Course: 2017 Advanced Florida Building Code (Life Classroom) FBC 270.0 Provider: Royal Construction School Accreditor: Bill Dumbaugh BCIS Course Number: 925.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Jeffrey Stone Discussion: <i>Commissioner Flanagan stated that he thought this course had a nice presentation.</i> Approved Unanimously </p>
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	<p>6.) Review pending administratively approved updated courses for recommendation to the Commission</p> <p>Course: Advanced Florida Building Code Principles (Internet Course) Provider: Gregory Siviur Accreditor: JDB Code Services, Inc. BCIS Course Number: 421.5 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Drew Smith Second: Kevin Flanagan Discussion: <i>None</i> Approved Unanimously</p> <p>Course: 2017 Advanced Wind Mitigation Methodologies Pt. 1 – Internet Course (6th Edition) Provider: Infinity LLC Accreditor: Code Consulting Services BCIS Course Number: 365.3 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Jeffrey Stone Discussion: <i>None</i> Approved Unanimously</p> <p>Course: 2017 Advanced Wind Mitigation Methodologies Pt. 2 – Online Retrofit Course Provider: Infinity LLC Accreditor: Code Consulting Services BCIS Course Number: 394.3 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Jeffrey Stone Second: Kevin Flanagan Discussion: <i>None</i> Approved Unanimously</p> <p>Course: 2017 Advanced Code Requirements for Residential Construction – Internet Course (6th Edition) Provider: Infinity LLC Accreditor: Code Consulting Services BCIS Course Number: 444.3 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Drew Smith</p>
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		<p>Discussion: <i>None</i> Approved Unanimously</p> <p>Course: 2017 Advanced Fl Building Code Online Course – Permits, Inspections and Paperwork Provider: Construction Estimating Institute Accreditor: Code Consulting Services BCIS Course Number: 373.2 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Drew Smith Discussion: <i>None</i> Approved Unanimously</p>
7.)		<p>Review pending administratively approved Self Affirmed (ONE CHANGE) updated courses for recommendation to the Commission</p> <p>Course: 2014 Advanced (ABC) – Appendix F – Design and Construction of Landscape Irrigation Systems Provider: American Society of Landscape Architects Fl Prior Accreditor: Code Consulting Services BCIS Course Number: 823.0 Motion: Course <i>conditionally approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content, <i>subject to the 2014 code references in the BCIS course description and course syllabus be changed to 2017, and the 2017 code be added as a course materials source reference in the syllabus.</i> Motion: Jeffrey Stone Second: Kevin Flanagan Discussion: <i>Commissioner Flanagan asked how the provider would find out about the changes that needed to be made for this course. The Education Administrator stated that he would contact the provider and work with them personally to ensure that the changes needed would be correct.</i> Approved Unanimously</p>
8.)		<p>Education Administrator Activity Report</p> <p>Discussion: <i>The Education Administrator stated that the report contained brief descriptions of the normal activities of the Administrator from January 28th, 2019, through March 24th, 2019, 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 2018-2019) 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</i></p>

forthcoming from the ED POC members concerning the report content.

A. Provided administrative support for FBC Education POC for the February 5th, 2019 meeting

B. Prepared minutes for FBC Education POC February 5th, 2019 meeting

C. Prepared agenda for FBC Education POC meeting on April 5th, 2019

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. Inquiries addressed from January 28th, 2019 to March 24th, 2019 were as follows:

45 inquiries: 35 telephone; 5 email; 5 phone and email

Category of Inquirers:

2 Accreditor
11 Providers
20 Consumers
5 Local government personnel
1 Corporate HR
1 PSC employee
1 Real estate agent
1 FDLE investigator
2 Manufacturer
1 Architect

Types of Inquiries :

10 Advanced Courses
4 BCIS
5 Mobile/modular
7 Windows
5 Roofing
1 DCA property
1 CCCL
1 Pool
1 DCA employee
1 Product approval
2 Landlord/tenant
1 Hazard mitigation
1 Energy rating
1 IT forensics
1 Sheds

- 1 Alarm system
- 1 HVAC
- 1 Community development

Training Funding Available for 2018-2019

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, 2019

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: 2017 Advanced Module: Private Provider Inspections Provider: Edward Renzi Accreditor: Code Consulting Services BCIS Course Number: 930.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Jeffrey Stone Approved Unanimously</p> <p>Course: Advanced FBC: 6th Edition (2017) Fenestration Mitigation Advanced Class Provider: AIA Florida Accreditor: Code Consulting Services BCIS Course Number: 931.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Jeffrey Stone Second: Kevin Flanagan</p>

	<p>Approved Unanimously</p> <p>Course: Advanced FBC: Preparing Code Compliant Construction Documents Provider: AIA Florida Accreditor: Code Consulting Services BCIS Course Number: 929.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Jeffrey Stone Approved Unanimously</p> <p>Course: Florida Building Code Sixth Edition 2017 Administration Advanced Code Training Provider: C2N Code Solutions Group Accreditor: Bill Dumbaugh BCIS Course Number: 928.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Jeffrey Stone Approved Unanimously</p> <p>Course: 2017 Advanced FBC Working Clearances Provider: Jake Leahy’s Electrical Code Connection Accreditor: Code Consulting Services BCIS Course Number: 927.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Jeffrey Stone Approved Unanimously</p> <p>Course: Advanced Florida Building Code 2017: Permits and Inspections Provider: Construction Estimating Institute Accreditor: Code Consulting Services BCIS Course Number: 926.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Drew Smith Approved Unanimously</p> <p>Course: 2017 Advanced Florida Building Code (Life Classroom) FBC 270.0 Provider: Royal Construction School Accreditor: Bill Dumbaugh BCIS Course Number: 925.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content</p>
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Motion: Kevin Flanagan
Second: Jeffrey Stone
Approved Unanimously

The following administratively approved updated courses are recommended for APPROVAL:

Course: Advanced Florida Building Code Principles (Internet Course)

Provider: Gregory Siviur

Accreditor: JDB Code Services, Inc.

BCIS Course Number: 421.5

Motion: Course *approved* based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content

Motion: Drew Smith

Second: Kevin Flanagan

Approved Unanimously

Course: 2017 Advanced Wind Mitigation Methodologies Pt. 1 – Internet Course (6th Edition)

Provider: Infinity LLC

Accreditor: Code Consulting Services

BCIS Course Number: 365.3

Motion: Course *approved* based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content

Motion: Kevin Flanagan

Second: Jeffrey Stone

Approved Unanimously

Course: 2017 Advanced Wind Mitigation Methodologies Pt. 2 – Online Retrofit Course

Provider: Infinity LLC

Accreditor: Code Consulting Services

BCIS Course Number: 394.3

Motion: Course *approved* based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content

Motion: Jeffrey Stone

Second: Kevin Flanagan

Approved Unanimously

Course: 2017 Advanced Code Requirements for Residential Construction – Internet Course (6th Edition)

Provider: Infinity LLC

Accreditor: Code Consulting Services

BCIS Course Number: 444.3

Motion: Course *approved* based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content

	<p>Motion: Kevin Flanagan Second: Drew Smith Approved Unanimously</p> <p>Course: 2017 Advanced Fl Building Code Online Course – Permits, Inspections and Paperwork Provider: Construction Estimating Institute Accreditor: Code Consulting Services BCIS Course Number: 373.2 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Kevin Flanagan Second: Drew Smith Approved Unanimously</p> <p>The following Self Affirmed (ONE CHANGE) course is recommended for CONDITIONAL APPROVAL:</p> <p>Course: 2014 Advanced (ABC) – Appendix F – Design and Construction of Landscape Irrigation Systems Provider: American Society of Landscape Architects Fl Prior Accreditor: Code Consulting Services BCIS Course Number: 823.0 Motion: Course <i>conditionally approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content, <i>subject to the 2014 code references in the BCIS course description and course syllabus be changed to 2017, and the 2017 code be added as a course materials source reference in the syllabus.</i> Motion: Jeffrey Stone Second: Kevin Flanagan Approved Unanimously</p>
12.)	<p>Roll Call, Adjourned at 10:26 am est</p> <p>Motion: To adjourn Motion: Kevin Flanagan Second: Jeffrey Stone Approved Unanimously</p>

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

COMMITTEE MEMBERSHIP AND MEETING SCHEDULE

EDUCATION POC MEMBERSHIP	
MEMBER	REPRESENTATION

Nanette Dean	Manufactured Buildings, Chair
Kevin Flanagan	Electrical Contractor
Drew Smith	Green Building Industry
Jeffrey Stone PhD	Building Product Manufacturer
Brian Langille	Natural Gas Distributor
Don Brown	Insurance Industry
Kelley Smith Burk	Energy
STAFF	
Justin Vogel	Legal Advisor
Jim Hammers	Technical Support
Thomas Campbell	Administrative Support
FACILITATOR	
Michael Clark	(MRC Consulting)

2019 POC MEETING SCHEDULE		
I.	February 5, 2019 (10:00 AM EST)	Tallahassee and via teleconference
II.	April 5, 2019 (10:00 AM EST)	Tallahassee and via teleconference
III.	June 2019 (TBA)	Tallahassee and via teleconference
IV.	July 2019 (TBA)	Tallahassee and via teleconference
V.	September 2019 (TBA)	Tallahassee and via teleconference
VI.	November 2019 (TBA)	Tallahassee and via teleconference

2019 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE		
	ED POC MEETING DATE	ACCREDITED APPLICATIONS SUBMITTAL DEADLINE
I.	February 5, 2019 Meeting	January 27, 2019
II.	April 5, 2019 Meeting	March 24, 2019
III.	June 2019 Meeting	TBA
IV.	July 2019 Meeting	TBA
V.	September 2019 Meeting	TBA
VI.	November 2019 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.