

**FLORIDA BUILDING COMMISSION**  
**EDUCATION POC MEETING REPORT**  
**MAY 27, 2016**  
**TALLAHASSEE, FLORIDA**

**IMPORTANT MEETING ACCESS INFORMATION!**

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Meeting information  
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Date: Friday, May 27th, 2016  
Time: 10:00 am, Eastern Daylight Time (New York, GMT-05:00)  
Meeting ID: 148 382 085  
Meeting Password: (This meeting does not require a password.)

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To join the online meeting  
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- 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.

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Teleconference information  
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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: ROOM 90, 1940 NORTH MONROE ST., TALLAHASSEE, FLA.**

## ***EDUCATION POC MEETING OBJECTIVES***

- To approve May 27, 2016 Meeting Agenda
- To approve March 31, 2016 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 REPORT— MAY 27, 2016***

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

<b>10:00 a.m. EST</b>	<b>1.)</b>	<p><b>Welcome and Opening, Roll Call</b></p> <p><b>POC Members Present:</b> Nanette Dean, (Chair), Drew Smith, Kevin Flanagan</p> <p><b>POC Member(s) Absent:</b> Brian Langille, Jeffrey Stone PhD, Darrell Phillips</p> <p><b>Meeting Attendees Identified:</b></p> <table style="width: 100%; border: none;"> <tr> <td>Jim Richmond</td> <td>Kris Howell</td> </tr> <tr> <td>Mo Madani</td> <td>April Hammonds</td> </tr> <tr> <td>Michael Clark</td> <td>Nick Duval</td> </tr> <tr> <td>Jim Hammers</td> <td>Sharon Mignardi</td> </tr> <tr> <td>Joe Belcher</td> <td></td> </tr> </table> <p><b>Important Note: A quorum of members was not reached for this meeting. As a result, the ED POC meeting did not occur as scheduled at 10:00 am, May 27th, 2016. The Chair and Executive Director of Codes and Standards made the decision to present the courses to the full commission at the Florida Building Commission’s plenary session, on June 8, 2016. The rest of the ED POC members agreed with the decision from the Chair.</b></p>	Jim Richmond	Kris Howell	Mo Madani	April Hammonds	Michael Clark	Nick Duval	Jim Hammers	Sharon Mignardi	Joe Belcher	
Jim Richmond	Kris Howell											
Mo Madani	April Hammonds											
Michael Clark	Nick Duval											
Jim Hammers	Sharon Mignardi											
Joe Belcher												
	<b>2.)</b>	<p><b>Review and approval of the May 27, 2016 meeting Agenda</b></p> <p><b>Motion:</b> To approve as submitted</p> <p><b>Motion:</b></p> <p><b>Second:</b></p> <p><b>Approved Unanimously</b></p>										
	<b>3.)</b>	<p><b>Review and approval of March 31, 2016 meeting Minutes</b></p> <p><b>Motion:</b> To approve as submitted</p> <p><b>Motion:</b></p> <p><b>Second:</b></p> <p><b>Approved Unanimously</b></p>										

	4.)	<p><b>Review pending accretitor applications for recommendation to the Commission</b></p> <p>None Pending</p>
	5.)	<p><b>Review pending advanced accredited courses for recommendation to the Commission</b></p> <p><b>Course:</b> 2014 Florida Building Code Advanced Accessibility  <b>Provider:</b> AIA Florida  <b>Accreditor:</b> BCIC LLC  <b>BCIS Course Number:</b> 792.0  <b>Motion:</b> Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  <b>Motion:</b>  <b>Second:</b>  <b>Discussion:</b> None  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Advanced Florida Building Code: A History and Recent Changes - Internet  <b>Provider:</b> Architects Parti, LLC  <b>Accreditor:</b> BCIC LLC  <b>BCIS Course Number:</b> 791.0  <b>Motion:</b> Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  <b>Motion:</b>  <b>Second:</b>  <b>Discussion:</b> None  <b>Approved Unanimously</b></p>
	6.)	<p><b>Review pending administratively approved updated courses for recommendation to the Commission</b></p> <p>None Pending</p>

7.)	<p><b>Review pending administratively approved self affirmed (ONE CHANGE) updated courses for recommendation to the Commission</b></p> <p><b>Course:</b> 2014 Florida Building Code Administration Advanced Code Training  <b>Provider:</b> Tim Tolbert  <b>Prior Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 525.1  <b>Motion:</b> Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  <b>Motion:</b>  <b>Second:</b>  <b>Discussion:</b> None  <b>Approved Unanimously</b></p>
8.)	<p><b>Education Administrator Activity Report</b></p> <p>A. Provided administrative support for FBC Education POC for the March 31st, 2016 meeting</p> <p>B. Drafted minutes for FBC Education POC March 31st, 2016 meeting</p> <p>C. Prepared agenda for FBC Education POC meeting on May 27th, 2016</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. Inquiries addressed from March 24th, 2016 to May 16th, 2016 were as follows:</p> <p>32 inquiries: 19 telephone; 9 email; 4 phone and email</p> <p><b><u>Category of Inquirers :</u></b>  2 Architect  4 Accreditor  9 Provider  8 Consumer  5 Contractor  1 City  1 Property manager  2 Code enforcement officer</p> <p><b><u>Types of Inquiries :</u></b>  8 Advanced Courses</p>

- 6 BCIS
- 1 CILB
- 2 Education Rule Language
- 2 Construction lien law
- 1 Condominium
- 1 Tempered glass
- 3 Pools
- 1 Manufactured housing
- 1 Subsidized housing
- 1 Homeowner association
- 1 Auto repair
- 2 HVAC mismatch
- 1 Comprehensive annual report
- 1 Windows

**Training Funding Available for 2015-2016**

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, 2016

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:

		<ul style="list-style-type: none"> <li>--- Satisfaction with instructor</li> <li>--- Satisfaction with course materials</li> <li>- -- Satisfaction with conduct of the training</li> <li>--- Ask whether “highly satisfied” “satisfied” “not satisfied” for each above</li> </ul> <p>Documentation required (failure to submit is a 5% penalty):</p> <ul style="list-style-type: none"> <li>-- Submitted within FIVE (5) WORKING DAYS AFTER EACH COURSE</li> <li>-- Advertisement (must be approved in advance)</li> <li>-- Sign in sheets as acceptable for each licensing board</li> <li>-- Separate sign in sheets for licensees and non-licensed employees</li> <li>-- Non-licensed employee sign in sheets must include type of proof submitted</li> <li>-- *Copy of course evaluation for each attendee</li> </ul> <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 basfanswers@aol.com or info@buildingasaferflorida.org if interested</p>
	9.)	<b>Identify future POC member discussion items</b>
	10.)	<b>General public comment</b>
	11.)	<p><b>Summary and review of meeting work products and adoption of recommendations for submittal to the commission</b></p> <p><b><u>Recommended Commission Actions</u></b></p> <p><b>The Education POC considered and recommends the following:</b></p> <p><b>The following new courses are recommended for APPROVAL:</b></p> <p><b>The following administratively approved self affirmed (ONE CHANGE) updated course is recommended for APPROVAL:</b></p>
	12.)	<p><b><i>Adjourn</i></b></p> <p><b>Motion:</b> To adjourn</p> <p><b>Motion:</b></p> <p><b>Second:</b></p>

		<b>Approved Unanimously</b>
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**STAFF CONTACT:** Michael Clark (MRC Consulting) mrcconsulting@earthlink.net; 850.545.1451

<b>COMMITTEE MEMBERSHIP AND MEETING SCHEDULE</b>
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<b>EDUCATION POC MEMBERSHIP</b>	
<b>MEMBER</b>	<b>REPRESENTATION</b>
Nanette Dean	Manufactured Buildings, Chair
Kevin Flanagan	Electrical Contractor
Drew Smith	Green Building Industry
Jeffrey Stone PhD	Building Product Manufacturer
Darrell Phillips	Public Education
Brian Langille	Natural Gas Distributor
<b>STAFF</b>	
April Hammonds	Legal Advisor
Jim Hammers	Technical Support
Jim Richmond	Administrative
<b>FACILITATOR</b>	
Michael Clark	(MRC Consulting)

<b>2016 POC MEETING SCHEDULE</b>		
I.	January 29, 2016 (10:00 AM EST)	Tallahassee and via teleconference
II.	March 31, 2016 (10:00 AM EST)	Tallahassee and via teleconference
III.	May 27, 2016 (10:00 AM EST)	Tallahassee and via teleconference
IV.	August, 2016 (TBA) (10:00 AM EST)	Tallahassee and via teleconference
V.	October, 2016 (TBA) (10:00 AM EST)	Tallahassee and via teleconference
VI.	December, 2016 (TBA) (10:00 AM EST)	Tallahassee and via teleconference

<b>2016 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE</b>		
	<b>ED POC MEETING DATE</b>	<b>ACCREDITED APPLICATIONS SUBMITTAL DEADLINE</b>
I.	January 29, 2016 Meeting	January 17, 2016
II.	March 31, 2016 Meeting	March 20, 2016
III.	May, 27, 2016 Meeting	May 16, 2016
IV.	August, 2016 Meeting (TBA)	July, 2016 (TBA)
V.	October, 2016 Meeting (TBA)	September, 2016 (TBA)
VI.	December, 2016 Meeting (TBA)	November, 2016 (TBA)

**NOTE: THIS DOCUMENT IS AVAILABLE IN ALTERNATE FORMATS UPON REQUEST TO THE DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION, CODES AND STANDARDS, ROOM 90, 1940 NORTH MONROE ST., TALLAHASSEE, FL, 850.717.1838.**