

**FLORIDA BUILDING COMMISSION**  
**EDUCATION POC MEETING MINUTES**  
**MARCH 31, 2016**  
**TALLAHASSEE, FLORIDA**

**IMPORTANT MEETING ACCESS INFORMATION!**

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Meeting information  
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Date: Thursday, March 31st, 2016  
Time: 8:30 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 March 31, 2016 Meeting Agenda
- To approve January 29, 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 MINUTES— MARCH 31, 2016***

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

<b>8:31 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 Jeffrey Stone PhD, Kevin Flanagan, Darrell Phillips, Brian Langille</p> <p><b>POC Member(s) Absent:</b> None</p> <p><b>Meeting Attendees Identified:</b> Jim Richmond      Robert Lorenzo Mo Madani          April Hammonds Michael Clark</p>
	<b>2.)</b>	<p><b>Review and approval of the March 31, 2016 meeting Agenda</b></p> <p><b>Motion:</b> To approve as submitted <b>Motion:</b> Darrell Phillips <b>Second:</b> Kevin Flanagan <b>Approved Unanimously</b></p>
	<b>3.)</b>	<p><b>Review and approval of January 29, 2016 meeting Minutes</b></p> <p><b>Motion:</b> To approve as submitted <b>Motion:</b> Darrell Phillips <b>Second:</b> Kevin Flanagan <b>Approved Unanimously</b></p>
	<b>4.)</b>	<p><b>Review pending accreditor applications for recommendation to the Commission</b></p> <p>None Pending</p>
	<b>5.)</b>	<p><b>Review pending advanced accredited courses for recommendation to the Commission</b></p>

		<p> <b>Course:</b> 2014 Advanced Internet Based Florida Building Code, Plumbing Review  <b>Provider:</b> Florida Association Plumbing Heating Cooling Contractors  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 784.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Discussion:</b> <i>Commissioner Flanagan stated that he thought the course presentation was excellent.</i>  <b>Approved Unanimously</b> </p> <p> <b>Course:</b> 2014 Advanced Building Code: Site Requirements  <b>Provider:</b> BCIC LLC  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 785.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Discussion:</b> <i>Commissioner Flanagan stated that under course evaluation (in the syllabus), it stated that "participants could be asked to take a quiz", as a possible means (among others) of evaluating the course. He wondered if this statement should be challenged or changed, because an evaluative quiz was not part of the course materials. The ED POC approved the course unanimously.</i>  <b>Approved Unanimously</b> </p> <p> <b>Course:</b> 2014 Advanced Wind Requirements in the Florida Building Code  <b>Provider:</b> BCIC LLC  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 786.0  <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> Darrell Phillips  <b>Second:</b> Kevin Flanagan  <b>Discussion:</b> None  <b>Approved Unanimously</b> </p> <p> <b>Course:</b> 2014 Advanced Significant Code Changes  <b>Provider:</b> BCIC LLC  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 787.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Discussion:</b> None  <b>Approved Unanimously</b> </p>
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		<p> <b>Course:</b> 2014 Advanced Significant Code Changes-Online  <b>Provider:</b> BCIC LLC  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 788.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Discussion:</b> None  <b>Approved Unanimously</b> </p> <p> <b>Course: 2014 Advanced:</b> A Walk Through the Florida Building Code 5th Edition Chapter 10, The Means of Egress  <b>Provider:</b> AIA Florida  <b>Accreditor:</b> BCIC LLC  <b>BCIS Course Number:</b> 782.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Discussion:</b> None  <b>Approved Unanimously</b> </p> <p> <b>Course:</b> 2014 FBCP Advanced Code Updated (Online)  <b>Provider:</b> @ Your Pace Online  <b>Accreditor:</b> BCIC LLC  <b>BCIS Course Number:</b> 781.0  <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> Darrell Phillips  <b>Second:</b> Kevin Flanagan  <b>Discussion:</b> None  <b>Approved Unanimously</b> </p> <p> <b>Course:</b> 2014 Advanced Changes to the Florida Building Code: Key Changes  <b>Provider:</b> Bluevolt  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 776.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Discussion:</b> <i>Commissioner Flanagan stated that he liked the course very much.</i>  <b>Approved Unanimously</b> </p>
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		<p><b>Course:</b> 2014 Florida Building Code Advanced 5th Edition: Significant Changes to the Building Code-Internet  <b>Provider:</b> RedVector.com, Inc.  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 777.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Discussion:</b> None  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Florida Building Code Advanced 5th Edition: Significant Changes to the Residential Code - Internet  <b>Provider:</b> RedVector.com, Inc.  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 778.0  <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> Darrell Phillips  <b>Second:</b> Kevin Flanagan  <b>Discussion:</b> None  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Advanced Florida Building Code Edition (2014) Accessibility (Internet)  <b>Provider:</b> The Media Factory. Inc.  <b>Accreditor:</b> Charles Barr  <b>BCIS Course Number:</b> 775.0  <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> Jeffrey Stone  <b>Second:</b> Darrell Phillips  <b>Discussion:</b> <i>Commissioners Stone, Flanagan, and Phillips stated that they had difficulty navigating the provider's website, in order to find the course materials to review. The Educational Administrator, Michael Clark, stated that he also had difficulty finding the course materials. He further stated that if in the future a similar situation of navigating a web site occurs, he will include in the course overview information the relevant steps (clicks) needed to find the course information.</i>  <b>Approved Unanimously</b></p>
	6.)	<p><b>Review pending administratively approved updated courses for recommendation to the Commission</b></p> <p><b>Course:</b> 2014 Advanced Florida Building Code: Site Requirements - Online  <b>Provider:</b> BCIC LLC</p>

		<p><b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 333.1  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Discussion:</b> None  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Advanced Wind Requirements in the Florida Building Code - Online  <b>Provider:</b> BCIC LLC  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 442.1  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Discussion:</b> <i>Commissioner Flanagan stated that the way the materials were listed in the BCIS seemed to be in flip flop order of how they are normally listed, but that should not affect an approval motion for the course.</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> Advanced Florida Building Code Principles (Internet Course)  <b>Provider:</b> Gregory Siviur  <b>Accreditor:</b> JDB Code Services, Inc.  <b>BCIS Course Number:</b> 421.4  <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> Darrell Phillips  <b>Second:</b> Kevin Flanagan  <b>Discussion:</b> None  <b>Approved Unanimously</b></p>
7.)		<p><b>Review pending administratively approved self affirmed dated courses for recommendation to the Commission</b></p> <p>None Pending</p>
8.)		<p><b>Education Administrator Activity Report</b></p> <p><b>Discussion:</b> <i>The Education Administrator stated that the report contained brief descriptions of the normal activities of the Administrator from January 21st through March 29th, 2016, 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 was also included in the</i></p>

report, which was 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 January 29th, 2016 meeting

**B.** Drafted minutes for FBC Education POC January 29th, 2016 meeting

**C.** Prepared agenda for FBC Education POC meeting on March 31st, 2016

**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 21st, 2016 to March 23rd, 2016 were as follows:

31 inquiries: 15 Telephone; 12 E-mail; 4 Telephone and e-mail

**Category of Inquirers:**

10 Consumer  
3 Contractor  
11 Provider  
6 Accreditor  
1 Engineer

**Types of Inquiries:**

13 Advanced courses  
4 BCIS issues  
2 Pools  
4 Accreditation  
1 Concrete code  
1 Shoddy construction work  
1 Construction lien law  
1 Windows/shutters  
1 Affordable housing  
2 Sheds  
1 Roofing code

**Training Funding Available for 2015-2016**

Two types of funding: 7-hour program or “minimum 1 hour” program

	<p>Reimbursement amount: \$23.00 per hour per attendee Available now, ends June 15, 2016</p> <p>Eligible attendees:</p> <ul style="list-style-type: none"> <li>-- Licensed architects, engineers, interior designers, landscape architects, construction contractors, electrical contractors, or building code administrators or inspectors</li> <li>-- Home inspectors, mold remediators <ul style="list-style-type: none"> <li>-- Must include license number for all categories above</li> </ul> </li> <li>-- Employees in design and construction industries, requires this documentation: <ul style="list-style-type: none"> <li>-- Letter from their design/construction licensed employer</li> <li>-- Copy of certificate of workers' compensation insurance or exemption</li> </ul> </li> </ul> <p>Eligible course topics:</p> <ul style="list-style-type: none"> <li>-- Florida Building Code</li> <li>-- Florida Fire Prevention Code</li> <li>-- Construction plan and permitting requirements</li> <li>-- Construction liens</li> <li>-- Hurricane mitigation</li> </ul> <p>For "minimum 1 hour" program, course requirements:</p> <ul style="list-style-type: none"> <li>-- At least 50% must be codes</li> </ul> <p>For 7-hour program, course requirements:</p> <ul style="list-style-type: none"> <li>-- At least three (3) hours codes</li> <li>-- At least two (2) hours advanced codes</li> </ul> <p>For any program, course requirements:</p> <ul style="list-style-type: none"> <li>-- Mitigation training for home inspectors must include proctored exam and comply with section 627.711(2), F.S.</li> <li>-- *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> </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 <a href="mailto:basfanswers@aol.com">basfanswers@aol.com</a> or <a href="mailto:info@buildingasaferflorida.org">info@buildingasaferflorida.org</a> if interested.</p>
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	<p>9.) <b>Identify future POC member discussion items</b>  No future ED POC member discussion items were forthcoming.</p>
	<p>10.) <b>General public comment</b>  Jim Richmond, the Executive Director of Building Codes and Standards, stated that the provision to disband the “Education &amp; Accreditation” program in the Building Codes bill was dropped from the bill before final passage. This means that the current program is at least viable for another fiscal year. He further stated that he personally appreciated the efforts put forth by Chair Dean, the ED POC members, and Michael Clark (Education Administrator). Chair Dean also stated that she was pleased that the ED POC will continue in the near future.</p>
	<p>11.) <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>Course:</b> 2014 Advanced Internet Based Florida Building Code, Plumbing Review  <b>Provider:</b> Florida Association Plumbing Heating Cooling Contractors  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 784.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Advanced Building Code: Site Requirements  <b>Provider:</b> BCIC LLC  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 785.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Advanced Wind Requirements in the Florida Building Code  <b>Provider:</b> BCIC LLC</p>

	<p> <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 786.0  <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> Darrell Phillips  <b>Second:</b> Kevin Flanagan  <b>Approved Unanimously</b> </p> <p> <b>Course:</b> 2014 Advanced Significant Code Changes  <b>Provider:</b> BCIC LLC  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 787.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Approved Unanimously</b> </p> <p> <b>Course:</b> 2014 Advanced Significant Code Changes-Online  <b>Provider:</b> BCIC LLC  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 788.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Approved Unanimously</b> </p> <p> <b>Course: 2014 Advanced:</b> A Walk Through the Florida Building Code 5th Edition Chapter 10, The Means of Egress  <b>Provider:</b> AIA Florida  <b>Accreditor:</b> BCIC LLC  <b>BCIS Course Number:</b> 782.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Approved Unanimously</b> </p> <p> <b>Course:</b> 2014 FBCP Advanced Code Updated (Online)  <b>Provider:</b> @ Your Pace Online  <b>Accreditor:</b> BCIC LLC  <b>BCIS Course Number:</b> 781.0  <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> Darrell Phillips  <b>Second:</b> Kevin Flanagan  <b>Approved Unanimously</b> </p>
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	<p> <b>Course:</b> 2014 Advanced Changes to the Florida Building Code: Key Changes  <b>Provider:</b> Bluevolt  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 776.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Approved Unanimously</b> </p> <p> <b>Course:</b> 2014 Florida Building Code Advanced 5th Edition: Significant Changes to the Building Code-Internet  <b>Provider:</b> RedVector.com, Inc.  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 777.0  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Approved Unanimously</b> </p> <p> <b>Course:</b> 2014 Florida Building Code Advanced 5th Edition: Significant Changes to the Residential Code - Internet  <b>Provider:</b> RedVector.com, Inc.  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 778.0  <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> Darrell Phillips  <b>Second:</b> Kevin Flanagan  <b>Approved Unanimously</b> </p> <p> <b>Course:</b> 2014 Advanced Florida Building Code Edition (2014) Accessibility (Internet)  <b>Provider:</b> The Media Factory. Inc.  <b>Accreditor:</b> Charles Barr  <b>BCIS Course Number:</b> 775.0  <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> Jeffrey Stone  <b>Second:</b> Darrell Phillips  <b>Approved Unanimously</b> </p> <p> <b>The following administratively approved updated courses are recommended for APPROVAL:</b> </p> <p> <b>Course:</b> 2014 Advanced Florida Building Code: Site Requirements - Online  <b>Provider:</b> BCIC LLC </p>
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	<p><b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 333.1  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Advanced Wind Requirements in the Florida Building Code - Online  <b>Provider:</b> BCIC LLC  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 442.1  <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> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Approved Unanimously</b></p> <p><b>Course:</b> Advanced Florida Building Code Principles (Internet Course)  <b>Provider:</b> Gregory Siviur  <b>Accreditor:</b> JDB Code Services, Inc.  <b>BCIS Course Number:</b> 421.4  <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> Darrell Phillips  <b>Second:</b> Kevin Flanagan  <b>Approved Unanimously</b></p>
12.)	<p><i>Adjourned at 8:56 am</i></p> <p><b>Motion:</b> To adjourn  <b>Motion:</b> Darrell Phillips  <b>Second:</b> Kevin Flanagan  <b>Approved Unanimously</b></p>

**STAFF CONTACT:** Michael Clark (MRC Consulting) mrccconsulting@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, 2016 (TBA) (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, 2016 Meeting (TBA)	May, 2016 (TBA)
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.**