FLORIDA BUILDING COMMISSION
EDUCATION POC MEETING MINUTES
JUNE 1, 2018
TALLAHASSEE, FLORIDA

IMPORTANT MEETING ACCESS INFORMATION!

Meeting information
Date: Friday, June 1st, 2018
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
<table>
<thead>
<tr>
<th>Time</th>
<th>Agenda Item</th>
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<tbody>
<tr>
<td>10:00 a.m.</td>
<td><strong>Welcome and Opening, Roll Call</strong>&lt;br&gt;&lt;br&gt;<strong>POC Members Present:</strong> Nanette Dean, (Chair), Kevin Flanagan, Brian Langille, Kelley Smith Burk&lt;br&gt;<strong>POC Member(s) Absent:</strong> Drew Smith, Jeffrey Stone PhD, Don Brown&lt;br&gt;<strong>Meeting Attendees Identified:</strong>&lt;br&gt;Tom Campbell       Jim Hammers&lt;br&gt;Mo Madani            Justin Vogel&lt;br&gt;Michael Clark</td>
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<tr>
<td>EST</td>
<td><strong>Review and approval of March 28, 2018 meeting Minutes</strong>&lt;br&gt;&lt;br&gt;<strong>Motion:</strong> To approve as submitted&lt;br&gt;<strong>Second:</strong> Brian Langille&lt;br&gt;Approved Unanimously</td>
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**EDUCATION POC MEETING OBJECTIVES**

- To approve June 1, 2018 Meeting Agenda
- To approve March 28, 2018 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
5.) Review pending advanced accredited courses for recommendation to the Commission

Course: Advanced FBC - Accessibility Demons - 6th Edition - Online
Provider: AIA Florida
Accreditor: Code Consulting Services
BCIS Course Number: 910.0
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: Brian Langille
Discussion: Commissioner Flanagan stated that he thought the course was presented very nicely.
Approved Unanimously

Course: Advanced FBC – Fenestration Mitigation 6th Edition - Online
Provider: AIA Florida
Accreditor: Code Consulting Services
BCIS Course Number: 909.0
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: Brian Langille
Discussion: None
Approved Unanimously

Provider: The Media Factory, Inc.
Accreditor: Charles Barr
BCIS Course Number: 908.0
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: Brian Langille
Discussion: None
Approved Unanimously

Course: Advanced Course: IBC and the FBC 6th Edition Requirements For Fire Rated Ventilated Duct and Enclosure
Provider: Air Distribution Consultants International, LLC
BCIS Course Number: 907.0
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: Brian Langille
Discussion: Commissioner Flanagan stated that he thought this course was also presented very nicely.
Approved Unanimously
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<tr>
<td>6.)</td>
<td>Review pending administratively approved updated courses for recommendation to the Commission</td>
<td>None Pending</td>
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</table>
| 7.) | Review pending administratively approved Self Affirmed (ONE CHANGE) updated courses for recommendation to the Commission | Course: 2017 Advanced Accessibility Chapter 3 an Internet Review  
Provider: TECHTRAINING, llc  
Prior Accreditor: Code Consulting Services  
BCIS Course Number: 715.1  
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: Brian Langille  
Discussion: None  
Approved Unanimously |
| 8.) | Education Administrator Activity Report | Discussion: The Education Administrator stated that the report contained brief descriptions of the normal activities of the Administrator from March 22nd, 2018 through May 21st, 2018, 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 2017-2018) 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 March 28th, 2018 meeting  
B. Prepared minutes for FBC Education POC March 28th, 2018 meeting  
C. Prepared agenda for FBC Education POC meeting on June 1st, 2018  
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 March 22, 2018 to May 21, 2018 were as follows:

48 inquiries: 25 telephone; 11 email; 12 phone and email

**Category of Inquirers:**
- 4 Accreditors
- 13 Providers
- 2 Architects
- 17 Consumers
- 10 Government Personnel
- 1 Apartment manager
- 1 Engineer

**Types of Inquiries:**
- 12 Advanced Courses
- 6 BCIS
- 7 Mobile/modular
- 7 Windows
- 2 Roofing
- 1 DCA
- 1 Construction Lien law
- 1 Airport noise/vibration
- 2 Codes
- 1 Non-approved equipment installation
- 1 ADA
- 1 Zoning/land use
- 1 Course available for purchase
- 1 Concrete/rebar code
- 1 Contractor
- 1 Land grants/deeds
- 1 Pool
- 1 DEM

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**Training Funding Available for 2017-2018**

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, 2018
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)
-- 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

*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%.

E-mail Cam Fentriss at basfgrant@gmail.com if interested and for more information.

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<th>9.)</th>
<th>Identify future POC member discussion items</th>
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<td>No future ED POC member discussion items were forthcoming.</td>
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<th>10.)</th>
<th>General public comment</th>
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<td>No public comment was forthcoming.</td>
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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 FBC - Accessibility Demons - 6th Edition - Online                |
|---------------------------------|------------------------------------------------|
| **Provider:** AIA Florida       |
| **Accreditor:** Code Consulting Services |
| **BCIS Course Number:** 910.0   |
| **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:** Brian Langille      |
| **Approved Unanimously**        |

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<td><strong>Accreditor:</strong> JC Code &amp; Construction Consultants, Inc.</td>
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BCIS Course Number: 907.0
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: Brian Langille
Approved Unanimously

The following administratively approved (SELF AFFIRMED ONE CHANGE) updated course is recommended for APPROVAL:

Course: 2017 Advanced Accessibility Chapter 3 an Internet Review
Provider: TECHTRAINING, llc
Prior Accréditor: Code Consulting Services
BCIS Course Number: 715.1
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: Brian Langille
Approved Unanimously

12.) Adjourned at 10:14 am est
Motion: To adjourn
Motion: Kevin Flanagan
Second: Brian Langille
Approved Unanimously

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

COMMITEE MEMBERSHIP AND MEETING SCHEDULE

<table>
<thead>
<tr>
<th>EDUCATION POC MEMBERSHIP</th>
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<tbody>
<tr>
<td>MEMBER</td>
</tr>
<tr>
<td>Nanette Dean</td>
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<td>Kevin Flanagan</td>
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<td>Drew Smith</td>
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<td>Jeffrey Stone PhD</td>
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<td>Brian Langille</td>
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<td>Don Brown</td>
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<td>Kelley Smith Burk</td>
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<th>STAFF</th>
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<td>Justin Vogel</td>
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Education POC Meeting Minutes
June 1, 2018
<table>
<thead>
<tr>
<th>FACILITATOR</th>
<th>Jim Hammers</th>
<th>Technical Support</th>
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<tr>
<td></td>
<td>Thomas Campbell</td>
<td>Administrative</td>
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<td></td>
<td>Michael Clark</td>
<td>(MRC Consulting)</td>
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## 2018 POC Meeting Schedule

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>I. February 2, 2018 (10:00 AM EST)</td>
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<td>II. March 28, 2018 (9:00 AM EST)</td>
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<td>III. June 1, 2018 (10:00 AM EST)</td>
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<td>IV. August 2018 (TBA)</td>
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<td>V. October 2018 (TBA)</td>
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<td>VI. November 2018 (TBA)</td>
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## 2018 Course Accreditation Application Deadline Schedule

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<tr>
<th>2018 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE</th>
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<td>ED POC MEETING DATE</td>
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<td>VI. November 2018 Meeting (TBA)</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.