

**FLORIDA BUILDING COMMISSION**  
**EDUCATION POC MEETING MINUTES**  
**JULY 27, 2018**  
**TALLAHASSEE, FLORIDA**

**IMPORTANT MEETING ACCESS INFORMATION!**

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Meeting information  
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Date: Friday, July 27th, 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.)

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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: 5TH FLOOR, 2601 BLAIRSTONE RD., TALLAHASSEE, FLA. 32399**

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

- To approve July 27, 2018 Meeting Agenda
- To approve June 1, 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

## ***EDUCATION POC MEETING MINUTES—JULY 27, 2018***

*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), Kevin Flanagan, Kelley Smith Burk, Jeffrey Stone PhD, Don Brown</p> <p><b>POC Member(s) Absent:</b> Drew Smith, Brian Langille</p> <p><b>Meeting Attendees Identified:</b></p> <table style="margin-left: 40px; border: none;"> <tr> <td>Tom Campbell</td> <td>Jim Hammers</td> </tr> <tr> <td>Mo Madani</td> <td>Justin Vogel</td> </tr> <tr> <td>Michael Clark</td> <td>John Farinelli</td> </tr> </table>	Tom Campbell	Jim Hammers	Mo Madani	Justin Vogel	Michael Clark	John Farinelli
Tom Campbell	Jim Hammers							
Mo Madani	Justin Vogel							
Michael Clark	John Farinelli							
	<b>2.)</b>	<p><b>Review and approval of the July 27, 2018 meeting Agenda</b></p> <p><b>Motion:</b> To approve as submitted</p> <p><b>Motion:</b> Kevin Flanagan</p> <p><b>Second:</b> Don Brown</p> <p><b>Approved Unanimously</b></p>						
	<b>3.)</b>	<p><b>Review and approval of June 1, 2018 meeting Minutes</b></p> <p><b>Motion:</b> To approve as submitted</p> <p><b>Motion:</b> Kevin Flanagan</p> <p><b>Second:</b> Don Brown</p> <p><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>						

	<p>5.) <b>Review pending advanced accredited courses for recommendation to the Commission</b></p> <p><b>Course:</b> 2017 FBC 6<sup>th</sup> Edition Florida Energy Conservation Code Advanced CE  <b>Provider:</b> National Electrical Contractors Association  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 911.0  <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> Don Brown  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2017 Florida Building Code, Residential Advanced Code Update Internet CE  <b>Provider:</b> @ Your Pace Online  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 913.0  <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> Don Brown  <b>Second:</b> Kevin Flanagan  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2017 Florida Building Code, Plumbing Advanced Code Update Internet CE  <b>Provider:</b> @ Your Pace Online  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 914.0  <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> Don Brown  <b>Discussion:</b> <i>Commissioner Flanagan asked if the first column of answers on the assessment test were the correct answers. The Education Administrator confirmed that the first column were the correct answers. Commissioner Flanagan then stated he had no problem approving the course.</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> ESA Advanced Florida Building Code Fire Alarm Systems  <b>Provider:</b> National Training School  <b>Accreditor:</b> Charles Barr  <b>BCIS Course Number:</b> 900.0  <b>Motion:</b> 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 addition of the referenced quiz in the syllabus and the reconciliation of the differing referenced passing rates for the quiz.</i>  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Don Brown</p>
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		<p><b>Discussion:</b> <i>The Education Administrator found that the pass/fail quiz mentioned in the syllabus was missing from the course materials. The quiz, as part of the course materials, needs to be reviewed. Commissioner Flanagan also stated that he noticed a reference of a 75% passing rate for the quiz, and a differing 80% passing rate. The referenced passing rates need to be reconciled. John Farinelli (an approved FBC accreditor) stated that for the record, he was not the accreditor for course #900.0, as stated on the July ED POC Agenda. Rather, Charles Barr was the accreditor. The Education Administrator stated that the correction would be made in the minutes.</i></p> <p><b>Approved Unanimously</b></p> <p><b>Course:</b> 2017 Advanced training: Smoke Alarms Under the FBC, Residential &amp; NFPA 72</p> <p><b>Provider:</b> JC Code &amp; Construction Consultants, Inc.</p> <p><b>Accreditor:</b> JDB Code Services, Inc.</p> <p><b>BCIS Course Number:</b> 912.0</p> <p><b>Motion:</b> Course <b>approved</b> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content</p> <p><b>Motion:</b> Kevin Flanagan</p> <p><b>Second:</b> Don Brown</p> <p><b>Discussion:</b> <i>Commissioner Flanagan stated that it was a nice presentation</i></p> <p><b>Approved Unanimously</b></p> <p><b>Course:</b> Advanced Available Fault Current Online</p> <p><b>Provider:</b> ElectricalLicenseRenewal.com</p> <p><b>Accreditor:</b> Code Consulting Services</p> <p><b>BCIS Course Number:</b> 915.0</p> <p><b>Motion:</b> Course <b>approved</b> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content</p> <p><b>Motion:</b> Kevin Flanagan</p> <p><b>Second:</b> Don Brown</p> <p><b>Discussion:</b> <i>Commissioner Flanagan stated that it was a nice presentation.</i></p> <p><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> 2017 Advanced (2017) 6<sup>th</sup> Edition, Florida Accessibility Code</p> <p><b>Provider:</b> Boss Construction School</p> <p><b>Prior Accreditor:</b> JC Code &amp; Construction Consultants, Inc.</p>

	<p><b>BCIS Course Number:</b> 725.1  <b>Motion:</b> Course <b>approved</b> 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> Don Brown  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2017 Online Advanced (2017) 6<sup>th</sup> Edition, Florida Building Code Accessibility  <b>Provider:</b> Boss Construction School  <b>Prior Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 821.1  <b>Motion:</b> Course <b>conditionally approved</b> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content, <i>subject to the addition of the referenced quiz in the syllabus.</i>  <b>Motion:</b> Don Brown  <b>Second:</b> Kevin Flanagan  <b>Discussion:</b> <i>The Education Administrator found that the pass/fail quiz mentioned in the syllabus was missing from the course materials. The quiz, as part of the course materials, needs to be reviewed.</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2017 Advanced Review FBC 6<sup>th</sup> Edition: Mechanical Code Requirements For Intake and Exhaust Louvers  <b>Provider:</b> Air Distribution Consultants International, LLC  <b>Prior Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 772.1  <b>Motion:</b> Course <b>conditionally approved</b> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content, <i>subject to the addition of the referenced quiz in the syllabus.</i>  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Don Brown  <b>Discussion:</b> <i>The Education Administrator found that the pass/fail quiz mentioned in the syllabus was missing from the course materials. The quiz, as part of the course materials, needs to be reviewed.</i>  <b>Approved Unanimously</b></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 May 22nd, 2018 through July 23, 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.</i></p> <p><b>A. Provided administrative support for FBC Education POC for the June 1st, 2018</b></p>

	<p>meeting</p> <p><b>B.</b> Prepared minutes for FBC Education POC June 1st, 2018 meeting</p> <p><b>C.</b> Prepared agenda for FBC Education POC meeting on July 27th, 2018</p> <p><b>D.</b> Worked with training providers and accreditors to ensure compliance with Rule 61G20-6.002</p> <p><b>E.</b> Checked the BCIS to ensure information is current regarding the FBC Education and Accreditation Program</p> <p><b>F.</b> Inquiries addressed from May 22, 2018 to July 23, 2018 were as follows:</p> <p>39 inquiries: 27 telephone; 9 email; 3 phone and email</p> <p><b><u>Category of Inquirers:</u></b></p> <p>4 Accreditors  14 Providers  11 Consumers  3 Local Government Personnel  1 Manufacturer/distributor  1 Vendor  3 Contractor  1 Plumber  1 Architect</p> <p><b><u>Types of Inquiries :</u></b></p> <p>14 Advanced Courses  8 BCIS  5 Mobile/modular  4 Windows  1 Code  1 Gazebo  1 Vendor list  1 Surcharge  1 Inspection  1 ADA  1 Electrical  1 Wood shingle siding</p> <p style="text-align: center;"><b>Training Funding Available for 2017-2018</b></p> <p>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</p>
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	<p>contractors, electrical contractors, or building code administrators or inspectors</p> <ul style="list-style-type: none"> <li>-- Home inspectors, mold remediators</li> <li>--- Must include license number for all categories above</li> <li>-- Employees in design and construction industries, requires this documentation:</li> <li>--- Letter from their design/construction licensed employer</li> <li>--- Copy of certificate of workers' compensation insurance or exemption</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:</li> <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>Must enter into an agreement before submitting for grant funds, must verify availability of funds first.</p> <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:basfgrant@gmail.com">basfgrant@gmail.com</a> if interested and for more information.</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>  No public comment was forthcoming.</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> 2017 FBC 6<sup>th</sup> Edition Florida Energy Conservation Code Advanced CE  <b>Provider:</b> National Electrical Contractors Association  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 911.0  <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> Don Brown  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2017 Florida Building Code, Residential Advanced Code Update Internet CE  <b>Provider:</b> @ Your Pace Online  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 913.0  <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> Don Brown  <b>Second:</b> Kevin Flanagan  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2017 Florida Building Code, Plumbing Advanced Code Update Internet CE  <b>Provider:</b> @ Your Pace Online  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 914.0  <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> Don Brown</p>



	<p><b>Approved Unanimously</b></p> <p><b>Course:</b> 2017 Advanced training: Smoke Alarms Under the FBC, Residential &amp; NFPA 72  <b>Provider:</b> JC Code &amp; Construction Consultants, Inc.  <b>Accreditor:</b> JDB Code Services, Inc.  <b>BCIS Course Number:</b> 912.0  <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> Don Brown  <b>Approved Unanimously</b></p> <p><b>Course:</b> Advanced Available Fault Current Online  <b>Provider:</b> ElectricalLicenseRenewal.com  <b>Accreditor:</b> Code Consulting Services  <b>BCIS Course Number:</b> 915.0  <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> Don Brown  <b>Approved Unanimously</b></p> <p><b>The following new course is recommended for <b>CONDITIONAL APPROVAL</b>:</b></p> <p><b>Course:</b> ESA Advanced Florida Building Code Fire Alarm Systems  <b>Provider:</b> National Training School  <b>Accreditor:</b> Charles Barr  <b>BCIS Course Number:</b> 900.0  <b>Motion:</b> 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 addition of the referenced quiz in the syllabus and the reconciliation of the differing referenced passing rates for the quiz</i>.  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Don Brown  <b>Approved Unanimously</b></p> <p><b>The following administratively approved (<b>SELF AFFIRMED ONE CHANGE</b>) updated course is recommended for <b>APPROVAL</b>:</b></p> <p><b>Course:</b> 2017 Advanced (2017) 6<sup>th</sup> Edition, Florida Accessibility Code  <b>Provider:</b> Boss Construction School  <b>Prior Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 725.1  <b>Motion:</b> Course <i>approved</i> based on the FBC accreditation process that only verifies</p>
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	<p>the accuracy of the Florida Building Code related content  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Don Brown  <b>Approved Unanimously</b></p> <p><b>The following administratively approved (SELF AFFIRMED ONE CHANGE) updated courses are recommended for CONDITIONAL APPROVAL:</b></p> <p><b>Course:</b> 2017 Online Advanced (2017) 6<sup>th</sup> Edition, Florida Building Code Accessibility  <b>Provider:</b> Boss Construction School  <b>Prior Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 821.1  <b>Motion:</b> 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 addition of the referenced quiz in the syllabus.</i>  <b>Motion:</b> Don Brown  <b>Second:</b> Kevin Flanagan  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2017 Advanced Review FBC 6<sup>th</sup> Edition: Mechanical Code Requirements For Intake and Exhaust Louvers  <b>Provider:</b> Air Distribution Consultants International, LLC  <b>Prior Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 772.1  <b>Motion:</b> 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 addition of the referenced quiz in the syllabus.</i>  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Don Brown  <b>Approved Unanimously</b></p>
12.)	<p><b>Adjourned at 10:22 am est</b></p> <p><b>Motion:</b> To adjourn  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Don Brown  <b>Approved Unanimously</b></p>

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

**COMMITTEE MEMBERSHIP AND MEETING SCHEDULE**

<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
Brian Langille	Natural Gas Distributor
Don Brown	Insurance Industry
Kelley Smith Burk	Energy
<b>STAFF</b>	
Justin Vogel	Legal Advisor
Jim Hammers	Technical Support
Thomas Campbell	Administrative
<b>FACILITATOR</b>	
Michael Clark	(MRC Consulting)

<b>2018 POC MEETING SCHEDULE</b>		
I.	February 2, 2018 (10:00 AM EST)	Tallahassee and via teleconference
II.	March 28, 2018 (9:00 AM EST)	Tallahassee and via teleconference
III.	June 1, 2018 (10:00 AM EST)	Tallahassee and via teleconference
IV.	July 27, 2018 (10:00 AM EST)	Tallahassee and via teleconference
V.	October 2018 (TBA)	Tallahassee and via teleconference
VI.	November 2018 (TBA)	Tallahassee and via teleconference

<b>2018 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE</b>		
	<b>ED POC MEETING DATE</b>	<b>ACCREDITED APPLICATIONS SUBMITTAL DEADLINE</b>
I.	February 2, 2018 Meeting	January 21, 2018
II.	March 28, 2018 Meeting	March 18, 2018
III.	June 1, 2018 Meeting	May 20, 2018
IV.	July 27, 2018 Meeting	July 23, 2018
V.	October 2018 Meeting (TBA)	September 2018 (TBA)
VI.	November 2018 Meeting (TBA)	November 2018 (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.**