

**FLORIDA BUILDING COMMISSION**  
**EDUCATION POC MEETING MINUTES**  
**SEPTEMBER 30, 2016**  
**TALLAHASSEE, FLORIDA**

**IMPORTANT MEETING ACCESS INFORMATION!**

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Meeting information  
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Date: Friday, September 30th, 2016  
Time: 1:00 pm, 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, 2601 BLAIRSTONE RD., TALLAHASSEE, FLA. 32399**

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

- To approve September 30, 2016 Meeting Agenda
- To approve August 2, 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— SEPTEMBER 30, 2016***

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

<b>1:00 p.m. EST</b>	<b>1.)</b>	<p><b>Welcome and Opening, Roll Call</b></p> <p><b>POC Members Present:</b> Nanette Dean, (Chair), Jeffrey Stone PhD, Kevin Flanagan, Brian Langille  <b>POC Member(s) Absent:</b> Darrell Phillips, Drew Smith</p> <p><b>Meeting Attendees Identified:</b>          Tom Campbell      Jim Hammers          Nick Duval          April Hammonds          Michael Clark      Kris Howell          Marlita Peters      Mo Madani          Ron May              Charles Barr</p>
	<b>2.)</b>	<p><b>Review and approval of the September 30, 2016 meeting Agenda</b></p> <p><b>Motion:</b> To approve as submitted  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Brian Langille  <b>Approved Unanimously</b></p>
	<b>3.)</b>	<p><b>Review and approval of August 2, 2016 meeting Minutes</b></p> <p><b>Motion:</b> To approve as submitted  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Brian Langille  <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>

	5.)	<p><b>Review pending advanced accredited courses for recommendation to the Commission</b></p> <p><b>Course:</b> 2014 Advanced FBC Changes to the Florida Building Code 5th Edition Energy (Residential/Commercial)  <b>Provider:</b> The Media Factory  <b>Accreditor:</b> Charles Barr  <b>BCIS Course Number:</b> 803.0  <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> Kevin Flanagan  <b>Discussion:</b> None  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Florida Advanced Building Code: Building – Significant Changes (Internet)  <b>Provider:</b> Ezekiel Enterprises, LLC  <b>Accreditor:</b> BCIC LLC  <b>BCIS Course Number:</b> 806.0  <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> Jeffrey Stone  <b>Discussion:</b> <i>Commissioner Flanagan stated that the BCIS course description said that this course was an instructor led course, and the course syllabus said it was an online course. He further stated that the BCIS description needs to be corrected to state that it is an online course, but should not affect current course approval.</i>  <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 updated courses for recommendation to the Commission</b></p> <p>None Pending</p>
	8.)	<p><b>Education Administrator activity report</b></p>

**Discussion:** *The Education Administrator stated that the report contained brief descriptions of the normal activities of the Administrator from July 24th through September 24th, 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 (for 2016-2017) was also included in the 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 August 2nd, 2016 meeting

**B.** Prepared minutes for FBC Education POC August 2nd, 2016 meeting

**C.** Prepared agenda for FBC Education POC meeting on September 30th, 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 July 24th, 2016 to September 24th, 2016 were as follows:

32 inquiries: 20 telephone; 9 email; 3 phone and email

**Category of Inquirers :**

1 Architect  
3 Accreditor  
8 Provider  
13 Consumer  
1 Contractor  
3 Engineer  
2 Real estate agent/broker  
1 Insurance agent

**Types of Inquiries :**

10 Advanced Courses  
3 BCIS  
1 Funding for training  
4 Building codes  
8 Mobile, module, manufactured housing  
1 Windows  
1 Energy efficiency  
1 Flooring  
1 Pools  
1 Homeowner association  
1 ADA

## Training Funding Available for 2016-2017

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, 2017

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

		<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><b>Identify future POC member discussion items</b></p> <p>No future ED POC member discussion items were forthcoming.</p>
	10.)	<p><b>General public comment</b></p> <p>No comments from the general public were forthcoming.</p>
	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>Course:</b> 2014 Advanced FBC Changes to the Florida Building Code 5th Edition Energy (Residential/Commercial)  <b>Provider:</b> The Media Factory  <b>Accreditor:</b> Charles Barr  <b>BCIS Course Number:</b> 803.0  <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> Kevin Flanagan  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Florida Advanced Building Code: Building – Significant Changes (Internet)  <b>Provider:</b> Ezekiel Enterprises, LLC  <b>Accreditor:</b> BCIC LLC  <b>BCIS Course Number:</b> 806.0  <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> Jeffrey Stone  <b>Approved Unanimously</b></p>

	12.)	<p><i>Adjourned at 1:09 pm</i></p> <p><b>Motion:</b> To adjourn  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Brian Langille  <b>Approved Unanimously</b></p>

**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
Tom Campbell	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 2, 2016 (10:00 AM EST)	Tallahassee and via teleconference
V.	September 30, 2016 (1:00 PM 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 2, 2016 Meeting	July 25, 2016
V.	September 30, 2016 Meeting	September 20, 2016
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, 2601 BLAIRSTONE RD., TALLAHASSEE, FL, 32399.**