

**CODE ADMINISTRATION TECHNICAL ADVISORY COMMITTEE
TELECONFERENCE MEETING FROM TALLAHASSEE, FLORIDA**

WEB UR: <https://global.gotomeeting.com/join/640926229>

AUDIO: DIAL-IN NUMBER 1 877-309-2073

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Monday, October 31, 2017

2:00 PM

Minutes

CODE ADMINISTRATION TAC PRESENT:

Jay Carlson, Chairman
Bob Boyer
John O'Connor
Diana Worrall

Shane Gerwig
Richard Goff
David Gilson

CODE ADMINISTRATION TAC NOT PRESENT:

Hamid Bahadori
Michael Guerasio

Don Brown

STAFF PRESENT:

Mo Madani
Justin Vogel
Jim Hammers

Thomas Campbell
Chris Howell
Norman Bellamy

Welcome:

Time: 2:00 p.m.

Mr. Bellamy welcomed everyone to the teleconference call of the Code Administration Technical Advisory Committee.

Roll Call:

Mr. Bellamy performed roll call for the Code Administration Technical Advisory Committee. A quorum was determined with 6 members present at roll call.

Agenda Approval:

Commissioner Boyer entered a motion to approve the agenda for today's meeting as posted. Commissioner Worrall seconded the motion. The motion passed unanimously with a vote of 6 to 0.

Approval of the Minutes from July 31, 2017

Commissioner Gerwig entered a motion to approve the minutes from the July 31, 2017 meetings as posted. Commissioner Boyer seconded the motion. The motion passed unanimously with a vote of 6 to 0.

Mr. O'Connor joined the call increasing the total number of members present to 7.

Review the scope of work for Phase II research project titled "Uniform Implementation of the Florida Building Code" and provide comments regarding entities to be interviewed as a representative sample for the survey/questionnaire:

Mr. Madani provided a brief introduction on Phase II of this research project. He also advised this project is funded by Building a Safer Florida, Inc.

Dr. Issa, UF provided a full background on Phase I and advised of the lack of participation received from the building officials and plans examiners. He stated that the information that was received was combined into Phase II updating some of the questions that were being asked in the survey. Dr. Issa stated that due to lack of response they are asking the TAC to assist in providing a list of targeted officials from representative entities that they could visit or host phone interviews to secure answers to the questions.

TAC Comments:

Commissioner Worrall asked how the list of contacts was derived.

Dr. Issa stated that the list was pulled from the DBPR licensing data system and e-mails were sent from BOAF from their database.

Commissioner Worrall wanted to know where the new list would be coming from.

Dr. Issa stated that this is why they are coming to the TAC for assistance so that a list could be compiled for onsite and telephone interviews.

Commissioner Carlson stated he had reservations on using the TAC's recommendations for an interview list. He stated he felt that trade associations such as FHBA and BOAF could be used to garner participation. Commissioner Carlson stated he felt we should reach out to the trade associations to see if they would be willing to participate.

Dr. Issa asked if the building officials are members of the trade associations.

Commissioner Carlson stated no they would be customers. Commissioner Carlson stated since the questions were updated he felt the trades could garner better participation.

Mr. Madani asked for clarification of how the use of the trade associations input would be used.

Commissioner Carlson said he is stating that he felt the trade associations being customers would be able to encourage or nudge the jurisdictions to participate. He said send the survey back to all jurisdictions and if the response is still low then use the trade associations' involvement to get the jurisdictions to participate.

Mr. Madani asked Dr. Issa if he is going to target only the ones that have not responded.

Dr. Issa stated they would need to send to all and then if the response is low, he feels Commissioner Carlson is asking at that point to involve the trades. He further advised that their objective was to set up phone calls or onsite visits one on one to get the information being requested.

Commissioner Gilson stated surveys are sent out all the time and he feels that they are not paying attention to the importance of this survey. He stated that if they could reach out to managerial staff, they could direct the employees to complete the survey.

TAC Comments (cont.):

Commissioner Boyer stated he feels we should reach out to those not responding and that it is most likely the smaller jurisdictions that are not responding. He also stated we could ask for support from BOAF to assist.

Commissioner Worrall asked if there was just one survey being requested from each jurisdiction or are there multiple surveys.

Dr. Issa stated there is one survey being requested, however, if they receive more than one from an office they complete a comparison.

Commissioner Worrall stated this needs to be sent to all of the jurisdictions again as there were changes made to the questions. She also stated that a telephone survey would be ideal.

Mr. Madani stated the focus should be on those areas that did not respond call those offices and resend the survey.

Commissioner Gerwig asked Mo to provide the intended use of the responses to the survey.

Mr. Madani stated there is no action being taken based on responses, this is to gather information for the Commission.

There was discussion among the Committee on the individual interpretations by the jurisdictions.

Public Comment:

Doug Buck, FHBA stated when the first survey went out they were not aware to his knowledge. He said that the industry would like to see more in depth response to the survey and they will advocate for it to be completed. Mr. Buck said that members of the construction industry are in constant negotiations with the building officials in many areas. He said right now there are no comparisons and that this information would be very useful.

TAC Comments:

Commissioner Gilson stated that all jurisdictions agreeing on the code would be great, however, does not know that this can be accomplished.

TAC Comments (cont.):

Mr. Madani restated the objective of this process for this survey.

Commissioner Gilson asked how the surcharges are paid to DBPR. He also asked about using contact information that is in the system being used for the surcharges and there being a penalty or something of that nature if they do not comply.

Mr. Campbell stated that this is accomplished through the BCIS. He stated a rule or statute change would have to be implemented to make any penalties on this should they not respond and this would not go unchallenged.

Commissioner Gerwig asked why we could not use these people as a contact.

Mr. Madani stated these people are in the business office and not directly in the process using the Code.

Commissioner Carlson stated he would like to see the full participation list again and send revised survey to all and then have a contact point for all jurisdictions that have not participated so that they are aware. He stated he would be glad to be that point of contact for the TAC and then take the next step to notify the trade contacts to ask for assistance in getting participation. Commissioner Carlson stated it is very important to know those that are not participating so that the next action can be installed.

Dr. Issa stated he is proposing a press release notifying when the survey will be sent out. He said this will go to the Commission and Associations in Florida.

Commissioner Carlson stated wasn't the last survey sent out six times. He said if they see there is faltered participation, they need to notify him so that we can look at seeking assistance from the trades.

Commissioner Goff asked if they would be crossing the line if they leaned on some building associations in the state to assist in having conversations or visits with the areas not responding.

Commissioner Carlson stated no, this is exactly what they will be seeking.

Commissioner Gilson asked that the press release be sent in a manner that they as TAC members and Commissioners could forward out to their trades.

Mr. Madani stated this should be in a motion as we have shifted from the original scope of this project and may need to go back to Building a Safer Florida for contractual changes.

TAC Comments (cont.):

Mr. O'Connor entered a motion to have press release sent out along with the revised survey to all jurisdictions with notification sent to Commission Carlson of those jurisdictions that are not responding so that trade associations can be notified and encouraged to assist in urging the building officials to respond to the survey. Also follow up with phone calls if needed. Commissioner Boyer seconded the motion. The motion passed unanimously with a vote of 7 to 0.

Final Roll Call:

Mr. Bellamy performed a final roll call 7 members were remaining on the line.

Adjournment:

There being no further business the meeting was adjourned by Chairman Carlson at 2:54 p.m.