

**FLORIDA BUILDING COMMISSION**  
**EDUCATION POC MEETING MINUTES**  
**JANUARY 26, 2017**  
**TALLAHASSEE, FLORIDA**

**IMPORTANT MEETING ACCESS INFORMATION!**

-----  
Meeting information  
-----

Date: Thursday, January 26th, 2017  
Time: 9:00 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**

***EDUCATION POC MEETING OBJECTIVES***

- To approve January 26, 2017 Meeting Agenda
- To approve November 28, 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—JANUARY 26, 2017***

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

<b>9:00 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), Jeffrey Stone PhD Kevin Flanagan, Darrell Phillips, Brian Langille, Drew Smith, Don Brown, Kelley Smith Burk</p> <p><b>POC Member(s) Absent:</b></p> <p><b>Meeting Attendees Identified:</b> Tom Campbell      Jim Hammers Kris Howell        April Hammonds Michael Clark      Mo Madani Larry Schneider John Farinelli</p>
	<b>2.)</b>	<p><b>Review and approval of the January 26, 2017 meeting Agenda</b></p> <p><b>Motion:</b> To approve as submitted <b>Motion:</b> Kevin Flanagan <b>Second:</b> Darrell Phillips <b>Approved Unanimously</b></p>
	<b>3.)</b>	<p><b>Review and approval of November 28, 2016 meeting Minutes</b></p> <p><b>Motion:</b> To approve as submitted <b>Motion:</b> Kevin Flanagan <b>Second:</b> Darrell Phillips <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 Online Advanced 5th Edition Florida Building Code Accessibility  <b>Provider:</b> Boss Construction School  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 821.0  <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> Darrel Phillips  <b>Discussion:</b> <i>Commissioner Stone stated that the syllabus mentioned that this online course contained narration to accompany the powerpoint presentation. That narration was not included in the materials for review. Commissioner Stone was concerned that the narration could be different than the content of the powerpoint. Michael Clark (Education Administrator) stated that he specifically asked the accreditor of this course (John Farinelli) if he reviewed the narration. Mr. Farinelli told Mr. Clark that he asked the provider about the narration, and he said the provider said that he would be basically reading the slides, which meant no other narration was to occur (other than what the slides contained). Commissioner Stone was satisfied with that explanation. John Farinelli was attending the meeting and stated that he always asks the provider if narration exists for online courses, other than what is included in the materials he reviews, so no potential issues like this materialize. No other discussion was forthcoming.</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 FL Gable End Anchoring and Framing in High Velocity Hurricane Zones Advanced Internet Module  <b>Provider:</b> A Builders License Training Institute  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 817.0  <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> Darrel Phillips  <b>Discussion:</b> <i>As this course was also an online course, Commissioner Stone raised the same concern about the possible narration being different than the reviewable materials. Michael Clark provided the same explanation for this course as he did the previous course, and Commissioner Stone was satisfied. No other discussion was forthcoming.</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> <p><i><b>Discussion:</b> The Education Administrator stated that the report contained brief descriptions of the normal activities of the Administrator from November 18th, 2016 through January 16th, 2017, 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.</i></p> <p><b>A.</b> Provided administrative support for FBC Education POC for the November 28th, 2016 meeting</p> <p><b>B.</b> Prepared minutes for FBC Education POC November 28th, 2016 meeting</p> <p><b>C.</b> Prepared agenda for FBC Education POC meeting on January 26th, 2017</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 November 18th, 2016 to January 16th, 2017 were as follows:</p> <p>26 inquiries: 16 telephone; 7 email; 3 phone and email</p> <p><b><u>Category of Inquirers :</u></b></p> <p>1 Architect  3 Accreditor  8 Provider  9 Consumer  4 Contractor  1 Employer</p> <p><b><u>Types of Inquiries :</u></b></p> <p>9 Advanced Courses  2 BCIS  1 Construction Defects</p>

- 1 Florida Building Codes
- 2 Pool Safety
- 1 Windows
- 1 Verification of Employment
- 1 Roofing
- 1 Water Heater
- 1 Shed
- 1 Community Development
- 1 Homeowner Association
- 1 Mobile Home
- 1 Underground Utilities
- 1 Contractor Licensing
- 1 Rental Question

### **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

	<p>--- Satisfaction with course materials          --- Satisfaction with conduct of the training          --- Ask whether “highly satisfied” “satisfied” “not satisfied” for each above</p> <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):          -- 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> <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><i>Larry Schneider (provider) asked why the topic of “Accessibility” was not included as part of the Training Funding information contained in the Education Administrator Activity report. Michael Clark (Education Administrator) stated that he asked Cam Fentriss why “Accessibility” was not listed as a standalone topic in the Training Funding information. Cam stated that “Accessibility” (and other topics) would be included under the general topic of “Florida Building Code”. Mr. Schneider further stated that since the Florida Accessibility Code is a standalone set of requirements, that the topical option of “Accessibility” should be listed as a standalone training topical consideration.</i></p> <p><i>Mo Madani also stated that he thought the topic of “Accessibility” was included under the general topic of the “Florida Building Code”. No other discussion was forthcoming.</i></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 Online Advanced 5th Edition Florida Building Code Accessibility  <b>Provider:</b> Boss Construction School  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 821.0  <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 FL Gable End Anchoring and Framing in High Velocity Hurricane Zones Advanced Internet Module  <b>Provider:</b> A Builders License Training Institute  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 817.0  <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>
12.)	<p><i>Adjourned at 9:12 am</i></p> <p><b>Motion:</b> To adjourn  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Darrell Phillips  <b>Approved Unanimously</b></p>

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

<b>COMMITTEE MEMBERSHIP AND MEETING SCHEDULE</b>
--

<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
Don Brown	Insurance Industry
Kelley Smith Burk	Energy
<b>STAFF</b>	
April Hammonds	Legal Advisor

Jim Hammers	Technical Support
Thomas Campbell	Administrative
<b>FACILITATOR</b>	
Michael Clark	(MRC Consulting)

<b>2017 POC MEETING SCHEDULE</b>		
I.	January 26, 2017 (9:00 AM EST)	Tallahassee and via teleconference
II.	March, 2017 (TBA)	Tallahassee and via teleconference
III.	May, 2017 (TBA)	Tallahassee and via teleconference
IV.	August, 2017 (TBA)	Tallahassee and via teleconference
V.	September, 2017(TBA)	Tallahassee and via teleconference
VI.	November, 2017 (TBA)	Tallahassee and via teleconference

<b>2017 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE</b>		
	<b>ED POC MEETING DATE</b>	<b>ACCREDITED APPLICATIONS SUBMITTAL DEADLINE</b>
I.	January 26, 2017 Meeting	January 15, 2017
II.	March, 2017 Meeting (TBA)	March, 2017 (TBA)
III.	May, 2017 Meeting (TBA)	May, 2017 (TBA)
IV.	August, 2017 Meeting (TBA)	July, 2017 (TBA)
V.	September, 2017 Meeting (TBA)	September, 2017 (TBA)
VI.	November, 2017 Meeting (TBA)	November, 2017 (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.**