

FLORIDA BUILDING COMMISSION
EDUCATION POC MEETING MINUTES
MARCH 27, 2017
TALLAHASSEE, FLORIDA

IMPORTANT MEETING ACCESS INFORMATION!

Meeting information

Date: Monday, March 27th, 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 March 27, 2017 Meeting Agenda
- To approve January 26, 2017 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— MARCH 27, 2017

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

9:05 a.m. EST	1.)	<p>Welcome and Opening, Roll Call</p> <p>POC Members Present: Nanette Dean, (Chair), Jeffrey Stone PhD, Darrell Phillips, Drew Smith, Kelley Smith Burk</p> <p>POC Member(s) Absent: Kevin Flanagan, Brian Langille, Don Brown</p> <p>Meeting Attendees Identified:</p> <table style="margin-left: 20px;"> <tr> <td>Tom Campbell</td> <td>Jim Hammers</td> </tr> <tr> <td>Mo Madani</td> <td>Nick Duval</td> </tr> <tr> <td>Michael Clark</td> <td>Joe Belcher</td> </tr> <tr> <td>Erin Rosica</td> <td></td> </tr> </table>	Tom Campbell	Jim Hammers	Mo Madani	Nick Duval	Michael Clark	Joe Belcher	Erin Rosica	
Tom Campbell	Jim Hammers									
Mo Madani	Nick Duval									
Michael Clark	Joe Belcher									
Erin Rosica										
	2.)	<p>Review and approval of the March 27, 2017 meeting Agenda</p> <p>Motion: To approve as submitted</p> <p>Motion: Jeffrey Stone</p> <p>Second: Darrell Phillips</p> <p>Approved Unanimously</p>								
	3.)	<p>Review and approval of January 26, 2017 meeting Minutes</p> <p>Motion: To approve as submitted</p> <p>Motion: Darrell Phillips</p> <p>Second: Jeffrey Stone</p> <p>Approved Unanimously</p>								
	4.)	<p>Review pending accreditor applications for recommendation to the Commission</p> <p>Mr. Sean Guthrie Pending...</p> <p>Discussion: The Chair asked the Education Administrator, Michael Clark, to address this agenda item. Mr. Clark stated that the applicant’s name was Mr. Sean Guthrie and that he currently resides in Plant City, Florida. Mr. Clark asked the ED POC members</p>								

	<p>if they received the rule language he sent them with the Ed POC Meeting reminder that describes the requirements for an accreditor to be approved.</p> <p>Mr. Clark stated that he checked to make sure that all of Mr. Guthrie’s licenses were current. Specifically, he referenced:</p> <ul style="list-style-type: none"> • Certified Alarm System Contractor 1 (EF0000920) Current/Active 8/31/18 <p>He also stated that Mr. Guthrie possessed extensive work experience, as evidenced by his resume. Mr. Clark further stated that the trade area (subsequent content areas of advanced courses) Mr. Guthrie was seeking approval for, matched his current license and resume. The specific subject/trade area referenced was Alarm Systems.</p> <p>Mr. Clark then stated that the flowchart Mr. Guthrie included with his application, that described/explained the evaluation process regarding an accreditor’s job of reviewing courses, was correct. Given this information, Mr. Clark asked the ED POC members if they had any questions about Mr. Guthrie. No questions were forthcoming. The Chair asked Mr. Guthrie if he wanted to say anything about his qualifications. Mr. Guthrie was not in attendance. The Chair then asked for a motion of approval, which did occur.</p> <p>Motion: To approve Mr. Sean Guthrie as a Florida Building Commission Accreditor Motion: Darrell Phillips Second: Jeffrey Stone Approved Unanimously</p>
5.)	<p>Review pending advanced accredited courses for recommendation to the Commission</p> <p>Course: 2014 Advanced (ABC)- Appendix F-Design and Construction of Landscape irrigation Systems Provider: American Society of Landscape Architects Accreditor: Code Consulting Services BCIS Course Number: 823.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Jeffrey Stone Second: Darrell Phillips Discussion: None Approved Unanimously</p>
6.)	<p>Review pending administratively approved updated courses for recommendation to the Commission</p> <p>None Pending</p>

	7.)	<p>Review pending administratively approved self affirmed (NO CHANGES) updated courses for recommendation to the Commission</p> <p>Course: 2014 Advanced – Module: Private Provider Inspections Provider: Edward Renzi Prior Accreditor: BCIC LLC BCIS Course Number: 593.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Darrell Phillips Second: Drew Smith Discussion: None Approved Unanimously</p>
	8.)	<p>Education Administrator Activity Report</p> <p><i>Discussion: The Education Administrator stated that the report contained brief descriptions of the normal activities of the Administrator from January 17th, 2017 through March 13th, 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 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>A. Provided administrative support for FBC Education POC for the January 26th, 2017 meeting</p> <p>B. Prepared minutes for FBC Education POC January 26th, 2017 meeting</p> <p>C. Prepared agenda for FBC Education POC meeting on March 27th, 2017</p> <p>D. Worked with training providers and accreditors to ensure compliance with Rule 61G20-6.002</p> <p>E. Checked the BCIS to ensure information is current regarding the FBC Education and Accreditation Program</p> <p>F. Inquiries addressed from January 17th, 2017 to March 13th, 2017 were as follows: 38 inquiries: 24 telephone; 9 email; 5 phone and email</p>

Category of Inquirers :

- 2 Architect
- 3 Accreditor
- 9 Provider
- 16 Consumer
- 3 Contractor
- 3 Company
- 1 Inspector
- 1 State Agency personnel

Types of Inquiries :

- 11 Advanced Courses
- 4 BCIS
- 7 Mobile, modular
- 1 Termite treatment
- 3 Florida Building Codes
- 3 Sheds
- 2 DEM filing
- 1 Pool fencing, alarms
- 1 Front Porch program
- 1 Doors
- 1 DCA conservation, easements
- 1 Construction lien law
- 1 Setback and ADA
- 1 Sealed document

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

	<p>For “minimum 1 hour” program, course requirements: -- At least 50% must be codes</p> <p>For 7-hour program, course requirements: -- At least three (3) hours codes -- At least two (2) hours advanced codes</p> <p>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</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>Identify future POC member discussion items No future ED POC member discussion items were forthcoming.</p>
10.)	<p>General public comment No public comment was forthcoming.</p>
11.)	<p>Summary and review of meeting work products and adoption of recommendations for submittal to the commission</p> <p><u>Recommended Commission Actions</u></p>

		<p>The Education POC considered and recommends the following:</p> <p>The following new course is recommended for APPROVAL:</p> <p>Course: 2014 Advanced (ABC)- Appendix F-Design and Construction of Landscape Irrigation Systems Provider: American Society of Landscape Architects Accreditor: Code Consulting Services BCIS Course Number: 823.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Jeffrey Stone Second: Darrell Phillips Approved Unanimously</p> <p>The following administratively approved (SELF AFFIRMED NO CHANGES) updated course is recommended for APPROVAL:</p> <p>Course: 2014 Advanced – Module: Private Provider Inspections Provider: Edward Renzi Prior Accreditor: BCIC LLC BCIS Course Number: 593.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Darrell Phillips Second: Drew Smith Approved Unanimously</p> <p>Other Motions:</p> <p>Motion: To approve Mr. Sean Guthrie as a Florida Building Commission Accreditor Motion: Darrell Phillips Second: Jeffrey Stone Approved Unanimously</p>
	12.)	<p><i>Adjourned at 9:14 am est</i></p> <p>Motion: To adjourn Motion: Darrell Phillips Second: Jeffrey Stone Approved Unanimously</p>

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



COMMITTEE MEMBERSHIP AND MEETING SCHEDULE

EDUCATION POC MEMBERSHIP	
MEMBER	REPRESENTATION
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
STAFF	
April Hammonds	Legal Advisor
Jim Hammers	Technical Support
Thomas Campbell	Administrative
FACILITATOR	
Michael Clark	(MRC Consulting)

2017 POC MEETING SCHEDULE		
I.	January 26, 2017 (9:00 AM EST)	Tallahassee and via teleconference
II.	March 27, 2017 (9:00 AM EST)	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

2017 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE		
	ED POC MEETING DATE	ACCREDITED APPLICATIONS SUBMITTAL DEADLINE
I.	January 26, 2017 Meeting	January 15, 2017
II.	March 27, 2017 Meeting	March 12, 2017
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.