

**FLORIDA BUILDING COMMISSION  
EDUCATION PROGRAM OVERSIGHT COMMITTEE**

**MARCH 28<sup>TH</sup>, 2025, 9:00 A.M.**

**THIS MEETING WILL BE HELD VIA TELECONFERENCE/WEBINAR**

**JOIN THE MEETING VIRTUALLY AT: <https://global.gotomeeting.com/join/533378925>  
JOIN THE MEETING BY CONFERENCE CALL: UNITED STATES (TOLL FREE) 1-877-309-2073  
ACCESS CODE/MEETING ID 533-378-925**

**POC MEMBERS**

X-Brian Langille-Chair, Don Brown, David John, James Schock, Brad Schiffer.

**MEETING OBJECTIVES**

- ✓ To Approve Regular Procedural Topics (Agenda and Minutes)
- ✓ To Consider/Decide on Pending Accreditor Applications
- ✓ To Consider/Decide on Accredited Advanced Courses
- ✓ To Consider/Decide on Administratively Approved Updated Courses
- ✓ To Consider/Decide on Self Affirmed Updated Courses
- ✓ To Review/Discuss Education Administrator Activity Report
- ✓ To Review/Discuss Other POC Business
- ✓ To Receive General Public Comment
- ✓ To Receive POC Member and Staff Comment

**MEETING MINUTES**

*All Agenda Times—including Public Comment and Adjournment—Are Approximate and Subject to Change*

1.)	<p><b>WELCOME AND OPENING ROLL CALL</b> A. Roll Call of POC Members</p> <p style="text-align: center;"><b>POC Members Present:</b> Brian Langille, (Chair), David John, James Schock <b>POC Member(s) Absent:</b> Brad Schiffer, Don Brown</p> <p>B. Identification of Staff/Meeting Attendees</p> <p style="text-align: center;"><b>Staff/Meeting Attendees Identified:</b> Mo Madani                  Jim Hammers Justin Vogel                 Alan Burke Michael Clark               Tim Tolbert</p>
2.)	<p><b>REVIEW AND APPROVAL OF MEETING AGENDA</b></p> <p><b>Motion:</b> To approve as submitted <b>Motion:</b> James Schock <b>Second:</b> David John <b>Approved Unanimously</b></p>
3.)	<p><b>REVIEW AND APPROVAL OF JANUARY 31ST, 2025, MEETING MINUTES</b></p> <p><b>Motion:</b> To approve as submitted <b>Motion:</b> James Schock</p>

	<b>Second:</b> David John <b>Approved Unanimously</b>
4.)	<b>PENDING ACCREDITOR APPLICATIONS FOR RECOMMENDATION TO THE COMMISSION</b>  NONE PENDING
5.)	<b>PENDING ADVANCED ACCREDITED COURSE APPLICATIONS FOR RECOMMENDATION TO THE COMMISSION</b>  <u><b>NEW APPROVED COURSE</b></u>  <b>Course:</b> Advanced FBC 8 <sup>th</sup> Ed. (2023) ASCE 7 Wind Calculations <b>Provider:</b> A FRSA – Fl. Rfg., Sheet Metal, Air Cond. Assn. <b>Accreditor:</b> JC Code & Construction Consultants, Inc. <b>BCIS Course Number:</b> 1316.0 <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> David John <b>Second:</b> James Schock <b>Discussion:</b> <i>None</i> <b>Approved Unanimously</b>
6.)	<b>PENDING ADMINISTRATIVELY APPROVED UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b>  NONE PENDING
7.)	<b>PENDING ADMINISTRATIVELY APPROVED SELF AFFIRMED (NO CHANGE) UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b>  NONE PENDING
8.)	<b>PENDING ADMINISTRATIVELY APPROVED SELF AFFIRMED (ONE CHANGE) UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b>  <u><b>CONDITIONALLY APPROVED SELF – AFFIRMED (ONE CHANGE) COURSE</b></u>  <b>Course:</b> Florida Building Code 8 <sup>th</sup> Edition 2023, Administration Advanced Code Training <b>Provider:</b> C2N Code Solutions, LLC <b>Prior Accreditor:</b> Bill Dumbaugh <b>BCIS Course Number:</b> 1088.1 <b>Motion:</b> Course <i>denied</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content. <b>Motion:</b> David John <b>Second:</b> James Schock

	<p><b>Discussion:</b> <i>Commissioner John stated that he could not find valid references to the Florida Building Code on some of the PowerPoint slides (for example slides 15, 20, 21, 22, 23). Tim Tolbert (training provider) stated that the slides Commissioner John was noting were based on the BOAF Model Code, which was based on the Florida Building Code. He further said that most communities in the state will use the BOAF Model Code and tweak it for their use. Commissioner Schock stated that Chapter One of the BOAF Model Code is written so communities can indeed tweak and adopt for local use. He further said he saw no problem with using the BOAF Model Code.</i></p> <p><i>Commissioner John stated that the explanation given by Mr. Tolbert may be true, but the way the slides read is very confusing. Mr. Tolbert stated that slide two explains what he did, using the Chapter One BOAF Model. However, that slide is located on an earlier version of PowerPoint, not this latest version.</i></p> <p><i>Justin Vogel (FBC legal counsel) stated that because the explanation of using the Chapter One BOAF Model was located in an earlier version of the PowerPoint, consequently the ED POC has not had the opportunity to review the correct version of the materials.</i></p> <p><i>Commissioner Schock asked Mr. Tolbert if he was attempting to have this course approved to be used at the June BOAF conference. Mr. Tolbert said that he only tried to move this course through the normal process.</i></p> <p><i>Mo Madani (DBPR) stated that 90% of the Chapter One BOAF Model Code is based on the Florida Building Code. He further stated that the remaining 10% should be highlighted and explained, which should take away any confusion.</i></p> <p><i>Tim Tolbert stated that he also was unclear regarding exactly what a “change” to a course meant. For example, is deleting a slide a change. Mr. Vogel said yes, deleting a slide is a change.</i></p> <p><i>Commissioner John stated that he recommends that this course be denied and resubmitted as a new course.</i></p> <p><i>Justin Vogel agreed, saying that the course, as is, should be denied because it is the incorrect version of PowerPoint.</i></p> <p><b>Approved Unanimously</b></p>
9.)	<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 January 20th, 2025, through March 24th, 2025, 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 2024-2025) 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.</b> Provided administrative support for FBC Education POC for the January 31st, 2025, meeting.</p> <p><b>B.</b> Prepared minutes for FBC Education POC January 31st, 2025, meeting.</p> <p><b>C.</b> Prepared agenda for FBC Education POC meeting scheduled for March 28th, 2025.</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>

**F.** Conducting a review of the “Education and Accreditation’ portion of the BCIS website. The focus of the review is ease of use, correct information, and updated information. A findings report will be forthcoming.

**G.** Inquiries addressed from January 20, 2025, to March 24, 2025, were as follows:

27 inquiries: 15 telephone; 6 email; 6 phone and email

**Category of Inquirers:**

3 Accreditors  
8 Providers  
12 Consumers (Public)  
2 Contractor  
1 Architect  
1 Educator

**Types of Inquiries :**

11 Advanced Courses  
3 Windows  
2 Mobile/modular  
3 Roofing  
1 Mold  
1 Plywood  
1 Subscription  
1 Shed  
1 Board of Architects  
1 Lien law  
1 Blowing door testing  
1 Door

**Training Funding Available for 2024-2025**

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, 2025  
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:

	<p>-- At least 50% must be codes</p> <p>For 7-hour program, course requirements:</p> <p>-- At least three (3) hours codes</p> <p>-- At least two (2) hours advanced codes</p> <p>For any program, course requirements:</p> <p>-- Mitigation training for home inspectors must include proctored exam and comply with section 627.711(2), F.S.</p> <p>-- *Course evaluations are REQUIRED that cover the following:</p> <p>--- Satisfaction with instructor</p> <p>--- Satisfaction with course materials</p> <p>--- Satisfaction with conduct of the training</p> <p>--- 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):</p> <p>-- Submitted within FIVE (5) WORKING DAYS AFTER EACH COURSE</p> <p>-- Advertisement (must be approved in advance)</p> <p>-- Sign in sheets as acceptable for each licensing board</p> <p>-- Separate sign in sheets for licensees and non-licensed employees</p> <p>-- Non-licensed employee sign in sheets must include type of proof submitted</p> <p>-- *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>
10.)	<p><b>OTHER POC BUSINESS</b></p> <p>Mo Madani (DBPR) stated that the way the Education Rule is written (61G20-6.002), it says that a self – affirmed course with either no change or one change does not have to be reviewed by an accreditor. However, if more than one change, then the course must be reviewed by an accreditor. Currently, it is reviewed by the Education Administrator and placed on the agenda. If it has been determined that more than one change has occurred during the ED POC Meeting, then it could be denied or conditionally approved. Mr. Madani (DBPR) is proposing that from now on, when (during his review) the Education Administrator identified that more than one change has occurred with the materials, that he can (verified by the Rule language) reject the course (before it is placed on the agenda) and send it back to the provider to be reviewed by an accreditor.</p> <p>Michael Clark (Education Administrator) stated that he will send out a notice to all accreditors and providers describing this latest explanation as to how self-affirmed courses will be treated.</p>
11.)	<p><b>PUBLIC COMMENT</b></p> <p>No public comment was forthcoming.</p>

12.)	<b>POC MEMBER AND STAFF COMMENT</b>  No POC member or staff comment was forthcoming.
13.)	<b>ADJOURN</b>  <b>ADJOURNED AT 9:43 AM EST</b> <b>Motion:</b> To adjourn <b>Motion:</b> David John <b>Second:</b> James Schock <b>Approved Unanimously</b>

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

**NOTE:** This document is available to any person requiring materials in alternate format upon request. Contact Office of Codes and Standards, Florida Building Commission, Department of Business and Professional Regulation, 2601 Blair Stone Road, Tallahassee, Florida 32399 or call (850) 487-1824.

## COMMITTEE MEMBERSHIP AND MEETING SCHEDULE

EDUCATION POC MEMBERSHIP	
MEMBER	REPRESENTATION
Brian Langille	Natural Gas Distributor, Chair
James Schock	Representative – Persons With Disabilities
Don Brown	Insurance Industry
David John	Engineering
Brad Schiffer	Architect
STAFF	
Justin Vogel	Legal Advisor
Jim Hammers	Technical Support
Mo Madani	Administrative Support
FACILITATOR	
Michael Clark	(MRC Consulting)

2025 POC MEETING SCHEDULE		
I.	January 31st, 2025 (9:00 AM EST)	Tallahassee and via teleconference
II.	March 28 <sup>th</sup> , 2025 (9:00 AM EST)	Tallahassee and via teleconference
III.	June 2025 (TBA)	Tallahassee and via teleconference
IV.	August 2025 (TBA)	Tallahassee and via teleconference
V.	October 2025 (TBA)	Tallahassee and via teleconference
VI.	November 2025 (TBA)	Tallahassee and via teleconference

<b>2025 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE</b>		
	<b>ED POC MEETING DATE</b>	<b>ACCREDITED APPLICATIONS SUBMITTAL DEADLINE</b>
I.	January 31st, 2025, Meeting	January 19, 2025
II.	March 28 <sup>th</sup> , 2025 Meeting	March 23 <sup>rd</sup> , 2025
III.	June 2025 Meeting	(TBA)
IV.	August 2025 Meeting	(TBA)
V.	October 2025 Meeting	(TBA)
VI.	November 2025 Meeting	(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.**