

**FLORIDA BUILDING COMMISSION
EDUCATION PROGRAM OVERSIGHT COMMITTEE**

MAY 26, 2022, 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) 1-866-899-4679
ACCESS CODE/MEETING ID 533-378-925**

POC MEMBERS

X-Michael Bourre-Chair, Don Brown, David John, Brian Langille, 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>WELCOME AND OPENING ROLL CALL A. Roll Call of POC Members</p> <p style="text-align:center">POC Members Present: Michael Bourre, (Chair), Brad Schiffer, David John, Brian Langille, Don Brown POC Member(s) Absent: None</p> <p>B. Identification of Staff Attendees</p> <p style="text-align:center">Staff/Meeting Attendees Identified: Thomas Campbell Jim Hammers Colleen Farinelli Justin Vogel Mo Madani Rina Weiner Michael Clark Joe Belcher</p>
2.)	<p>REVIEW AND APPROVAL OF MEETING AGENDA Motion: To approve as submitted Motion: Brian Langille Second: Brad Schiffer Approved Unanimously</p>
3.)	<p>REVIEW AND APPROVAL OF MARCH 31, 2022, MEETING MINUTES Motion: To approve as submitted Motion: Don Brown Second: Brad Schiffer Approved Unanimously</p>

4.)	<p>PENDING ACCREDITOR APPLICATIONS FOR RECOMMENDATION TO THE COMMISSION</p> <p>NONE PENDING</p>
5.)	<p>PENDING ADVANCED ACCREDITED COURSE APPLICATIONS FOR RECOMMENDATIONS TO THE COMMISSION</p> <p>Course: 2020 Advanced Accessible Water Closets & Toilet Compartments Provider: JC Code & Construction Consultants, Inc. Accreditor: JDB Code Services, Inc BCIS Course Number: 1098.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: Brad Schiffer Second: Don Brown Discussion: <i>Commissioner John complimented both the provider and accreditor regarding the quality of this course.</i> Approved Unanimously</p> <p>Course: Advanced Significant Code Changes For 2020 Florida Building Code Provider: Smith Currie & Hancock LLP Accreditor: JC Code & Construction Consultants, Inc. BCIS Course Number: 1104.0 Motion: Course <i>conditionally approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content, <i>subject to changing the course number in the title of the syllabus and adding the hours of ce credit to the “Certificate of Completion.”</i> Motion: Don Brown Second: Brad Schiffer Discussion: <i>Michael Clark stated that the course number in the title of the course on the syllabus needs to change from 1014.0 to 1104.0. Also, the number of hours of continuing education credit needs to be added to the course “Certificate of Completion.”</i> <i>Commissioner Bourre asked the provider, Rina Weiner, why these mistakes were made? She replied that she was working to comply with the May 15th course accreditation deadline. As a result of her haste, these mistakes occurred.</i> <i>Commissioner Brown wanted to know the difference between a course being denied—then re-submitted, versus a conditional approval? Thomas Campbell answered by stating if a course is denied, there would be the additional cost of re-accreditation and the course could not be approved until the August (2022) ED POC Meeting. If the course is conditionally approved subject to modifications, then the extra cost and lost time is eliminated. Commissioner Brown then stated that he thought that a conditional approval for this course was warranted.</i> <i>Rina Weiner (provider) requested that this course be conditionally approved, stating that the requested modifications would be completed and submitted for review.</i> Approved Unanimously</p>
6.)	<p>PENDING ADMINISTRATIVELY APPROVED UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</p> <p>Course: 2020 Advanced Florida Building Code (Life Classroom) FBC 270.0</p>

	<p>Provider: Royal Construction School Accreditor: Bill Dumbaugh BCIS Course Number: 925.1 Motion: Course <i>conditionally approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content, <i>subject to the telephone number of the provider being added to the syllabus.</i> Motion: David John Second: Don Brown Discussion: <i>Michael Clark stated that the telephone number of the provider was missing from the syllabus.</i> <i>Commissioner John asked why there seemed to be two courses to review. Michael Clark stated that there were two different iterations of the same course, based on the changes that were being made to the course materials by the provider. He further stated that he used the 4/26/22 version for his review because it seemed to be a final complete version.</i> Approved Unanimously</p>
7.)	<p>PENDING ADMINISTRATIVELY APPROVED SELF AFFIRMED (NO CHANGE) UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</p> <p>NONE PENDING</p>
8.)	<p>PENDING ADMINISTRATIVELY APPROVED SELF AFFIRMED (ONE CHANGE) UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</p> <p>NONE PENDING</p>
9.)	<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 March 19th, 2022, through May 16th, 2022, 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 2021-2022) 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 March 31st, 2022 meeting</p> <p>B. Prepared minutes for FBC Education POC March 31st, 2022 meeting</p> <p>C. Prepared agenda for FBC Education POC meeting scheduled for May 26th, 2022</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>

F. Partially completed a random course audit, of an online Accessibility course. Working on the final report.

G. 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.

H. Compiled a document for ED POC members to use, which should help clarify what they should be looking for when evaluating advanced courses.

I. Compiled a document and conducted a webinar for both FBC accreditors and training providers, which should assist both groups as they develop and accredit advanced courses

J. Inquiries addressed from March 19th, 2022 to May 16th, 2022 were as follows:

35 inquiries: 25 telephone; 6 email; 4 phone and email

Category of Inquirers:

- 4 Accreditor
- 8 Providers
- 15 Consumers (Public)
- 2 Contractors
- 1 Landscape architect
- 1 Realtor
- 1 Building official
- 1 Architect
- 1 Security personnel
- 1 Attorney

Types of Inquiries :

- 10 Advanced Courses
- 4 BCIS
- 1 Continuing education
- 1 Hurricane preparedness
- 1 Water heater
- 1 Door
- 1 Garage door
- 2 Shed
- 1 Campground
- 1 HVAC
- 1 Venting
- 1 Architect complaint
- 1 Generator
- 4 Windows
- 2 Mobile/modular
- 3 Roofing

Training Funding Available for 2021-2022

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, 2022

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

*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%.

E-mail Cam Fentriss at basfgrant@gmail.com if interested and for more information.

10.)	OTHER POC BUSINESS No other POC business was brought forth for discussion.
11.)	PUBLIC COMMENT JOE BELCHER STATED THAT WHEN HE WORKS WITH PROVIDERS, HE ASKS THEM TO PLACE “REV”, “REV1”, ETC. IN THE TITLE OF EACH VERSION OF A DOCUMENT THEY ARE WORKING ON, SO AS NOT TO BECOME CONFUSED. HE SAID THIS CAN BE QUITE HELPFUL.
12.)	POC MEMBER AND STAFF COMMENT NO POC MEMBER OR STAFF COMMENT WAS FORTHCOMING.
13.)	ADJOURNED AT 9:18 AM EST Motion: To adjourn Motion: Brad Schiffer Second: Don Brown Approved Unanimously

STAFF CONTACTS: 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
Michael Bourre	Residential Contractor, Chair
Brian Langille	Natural Gas Distributor
Don Brown	Insurance Industry
David John	Engineering
Brad Schiffer	Architect
STAFF	
Justin Vogel	Legal Advisor
Jim Hammers	Technical Support
Thomas Campbell	Administrative Support
FACILITATOR	
Michael Clark	(MRC Consulting)

2022 POC MEETING SCHEDULE		
I.	February 1, 2022 (9:00 AM EST)	Tallahassee and via teleconference
II.	March 31, 2022 (9:00 AM EST)	Tallahassee and via teleconference
III.	May 26, 2022 (9:00 AM EST)	Tallahassee and via teleconference

IV.	July 2022 (TBD)	Tallahassee and via teleconference
V.	October 2022 (TBD)	Tallahassee and via teleconference
VI.	December 2022 (TBD)	Tallahassee and via teleconference

2022 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE		
	ED POC MEETING DATE	ACCREDITED APPLICATIONS SUBMITTAL DEADLINE
I.	February 1, 2022, Meeting	January 16, 2022
II.	March 31, 2022 Meeting	March 20, 2022
III.	May 26, 2022 Meeting	May 15, 2022
IV.	July 2022 Meeting (TBD)	July 2022 (TBD)
V.	October 2022 Meeting (TBD)	September 2022 (TBD)
VI.	December 2022 Meeting (TBD)	November 2022 (TBD)

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.