

**FLORIDA BUILDING COMMISSION  
EDUCATION PROGRAM OVERSIGHT COMMITTEE**

**JUNE 6TH, 2024, 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*

|               |   |           |             |              |            |               |             |
|---------------|---|-----------|-------------|--------------|------------|---------------|-------------|
| <b>1.)</b>    | <p><b>WELCOME AND OPENING ROLL CALL</b></p> <p>A. Roll Call of POC Members</p> <p style="text-align: center;"><b>POC Members Present:</b> Brian Langille, (Chair),<br/>David John, Brad Schiffer, James Schock<br/><b>POC Member(s) Absent:</b> Don Brown</p> <p>B. Identification of Staff Attendees</p> <p style="text-align: center;"><b>Staff/Meeting Attendees Identified:</b></p> <table style="margin-left: auto; margin-right: auto;"><tr><td>Mo Madani</td><td>Jim Hammers</td></tr><tr><td>Justin Vogel</td><td>John Hurst</td></tr><tr><td>Michael Clark</td><td>Joe Belcher</td></tr></table> | Mo Madani | Jim Hammers | Justin Vogel | John Hurst | Michael Clark | Joe Belcher |
| Mo Madani     | Jim Hammers   |           |             |              |            |               |             |
| Justin Vogel  | John Hurst  |           |             |              |            |               |             |
| Michael Clark | Joe Belcher   |           |             |              |            |               |             |
| <b>2.)</b>    | <p><b>REVIEW AND APPROVAL OF MEETING AGENDA</b></p> <p><b>Motion:</b> To approve as submitted<br/><b>Motion:</b> James Schock<br/><b>Second:</b> Brad Schiffer<br/><b>Approved Unanimously</b></p>  |           |             |              |            |               |             |
| <b>3.)</b>    | <p><b>REVIEW AND APPROVAL OF APRIL 8<sup>TH</sup>, 2024, MEETING MINUTES</b></p> <p><b>Motion:</b> To approve as submitted</p>  |           |             |              |            |               |             |

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|     | <p><b>Motion:</b> Brad Schiffer<br/> <b>Second:</b> David John<br/> <b>Approved Unanimously</b></p>  |
| 4.) | <p><b>PENDING ACCREDITOR APPLICATIONS FOR RECOMMENDATION TO THE COMMISSION</b></p> <p>NONE PENDING</p>   |
| 5.) | <p><b>PENDING ADVANCED ACCREDITED COURSE APPLICATIONS FOR RECOMMENDATION TO THE COMMISSION</b></p> <p><b><u>NEW APPROVED COURSES</u></b></p> <p><b>Course:</b> 2023 Residential Advanced Florida Building Code - Internet<br/> <b>Provider:</b> A Builders License Training Institute<br/> <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.<br/> <b>BCIS Course Number:</b> 1278.0<br/> <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<br/> <b>Motion:</b> David John<br/> <b>Second:</b> Brad Schiffer<br/> <b>Discussion:</b> <i>Joe Belcher (provider/ accreditor) stated that the information in this course about “Soffits” should be checked against the 2023 Supplement concerning “Soffits.” Justin Vogel (general counsel) stated that the rulemaking process, regarding this and other Supplements to the 2023 code, is not yet complete. Mo Madani (DBPR) suggested that after the Rule Making process was finished, that if applicable, the Education Administrator could give the provider a notice of changes to the code that is referenced in their course(s). The ED POC members agreed with this suggestion.</i><br/> <b>Approved Unanimously</b></p> <p><b>Course:</b> Commercial Lighting Controls 2023 FBC – EC 8<sup>th</sup> Ed. Advanced Building Code Course<br/> <b>Provider:</b> Legrand/Wattstopper<br/> <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.<br/> <b>BCIS Course Number:</b> 1277.0<br/> <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<br/> <b>Motion:</b> David John<br/> <b>Second:</b> Brad Schiffer<br/> <b>Discussion:</b> <i>None</i><br/> <b>Approved Unanimously</b></p> <p><b>Course:</b> 2023 Advanced FBC Significant Code Changes<br/> <b>Provider:</b> Elite CEU, Inc.<br/> <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.<br/> <b>BCIS Course Number:</b> 1268.0<br/> <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<br/> <b>Motion:</b> David John<br/> <b>Second:</b> Brad Schiffer<br/> <b>Discussion:</b> <i>None</i><br/> <b>Approved Unanimously</b></p> |

**Course:** 2023 Advanced Building Code Internet Course – Gable End Anchoring and Framing in High Velocity Hurricane Zones  
**Provider:** JADE Learning  
**Accreditor:** JC Code & Construction Consultants, Inc.  
**BCIS Course Number:** 1270.0  
**Motion:** Course *approved* based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  
**Motion:** Brad Schiffer  
**Second:** David John  
**Discussion:** *None*  
**Approved Unanimously**

**Course:** 2023 Residential Advanced Florida Building Code - Internet  
**Provider:** At Your Pace Online  
**Accreditor:** JC Code & Construction Consultants, Inc.  
**BCIS Course Number:** 1266.0  
**Motion:** Course *approved* based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  
**Motion:** James Schock  
**Second:** David John  
**Discussion:** *The Education Administrator reminded the ED POC that this was the same course as previously approved course # 1278.0, in which the ED POC agreed about how to handle the Code Supplement dealing with "Soffits." The ED POC approved this course, as they did 1278.0.*  
**Approved Unanimously**

**Course:** 2023 Advanced FBC: Building Significant Changes - Internet  
**Provider:** Architects Parti, LLC  
**Accreditor:** JC Code & Construction Consultants, Inc.  
**BCIS Course Number:** 1269.0  
**Motion:** Course *approved* based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  
**Motion:** Brad Schiffer  
**Second:** James Schock  
**Discussion:** *None*  
**Approved Unanimously**

**Course:** 2023 Advanced Florida Building Code Significant Code Changes  
**Provider:** Nationwide Contractor Learning  
**Accreditor:** JC Code & Construction Consultants, Inc.  
**BCIS Course Number:** 1251.0  
**Motion:** Course *approved* based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  
**Motion:** David John  
**Second:** Brad Schiffer  
**Discussion:** *None*  
**Approved Unanimously**

**Course:** Advanced FBC 8<sup>th</sup> Edition (2023) - Architectural Acoustic Requirements in the Code  
**Provider:** AIA Florida  
**Accreditor:** JC Code & Construction Consultants, Inc.  
**BCIS Course Number:** 1280.0

**Motion:** Course *approved* based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content

**Motion:** Brad Schiffer

**Second:** David John

**Discussion:** *None*

**Approved Unanimously**

**Course:** Advanced FBC 8<sup>th</sup> Edition (2023) - Architectural Acoustic Requirements in the Code - Online

**Provider:** AIA Florida

**Accreditor:** JC Code & Construction Consultants, Inc.

**BCIS Course Number:** 1282.0

**Motion:** Course *approved* based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content

**Motion:** Brad Schiffer

**Second:** David John

**Discussion:** *None*

**Approved Unanimously**

**Course:** Advanced Florida Building Code 8<sup>th</sup> Edition (2023): Covering The Most Significant Changes

**Provider:** Decatur Professional Development

**Accreditor:** Charles Barr

**BCIS Course Number:** 1248.0

**Motion:** Course *approved* based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content

**Motion:** Brad Schiffer

**Second:** David John

**Discussion:** *None*

**Approved Unanimously**

#### **NEW CONDITIONALLY APPROVED COURSES**

**Course:** 8<sup>th</sup> Edition (2023) Advanced Florida Energy Conservation Code (1271.0)

**Provider:** Electrical Council of Florida

**Accreditor:** JC Code & Construction Consultants, Inc.

**BCIS Course Number:** 1271.0

**Motion:** Course *conditionally approved* based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content, *subject to adding the provider contact information to the Certificate of Completion.*

**Motion:** David John

**Second:** James Schock

**Discussion:** *The Education Administrator found that the contact information for the provider was missing from the Certificate of Completion*

**Approved Unanimously**

**Course:** 2023 Advanced FBC Significant Code Changes

**Provider:** Contractors Continuing Education, Inc.

**Accreditor:** JC Code & Construction Consultants, Inc.

**BCIS Course Number:** 1273.0

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|            | <p><b>Motion:</b> 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 adding the provider contact information to the Certificate of Completion.</i></p> <p><b>Motion:</b> James Schock</p> <p><b>Second:</b> Brad Schiffer</p> <p><b>Discussion:</b> <i>The Education Administrator found that the contact information for the provider was missing from the Certificate of Completion</i></p> <p><b>Approved Unanimously</b></p>   |
| <p>6.)</p> | <p><b>PENDING ADMINISTRATIVELY APPROVED UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b></p> <p><b><u>NEW ADMINISTRATIVELY APPROVED UPDATED COURSE</u></b></p> <p><b>Course:</b> 2023 Advanced Code Requirements For Residential Construction – Internet Course (8<sup>th</sup> Edition)</p> <p><b>Provider:</b> On-Line-Classes.com</p> <p><b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.</p> <p><b>BCIS Course Number:</b> 444.4</p> <p><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</p> <p><b>Motion:</b> David John</p> <p><b>Second:</b> James Schock</p> <p><b>Discussion:</b> <i>Commissioner John asked the Education Administrator (EA) why there was a note attached to this course in the Course Summary Report, that stated to disregard the information written about this course. The EA stated that at the time the Course Summary Report was circulated, the analysis for this course had not been completed because of issues in the BCIS. Thus, the notation to disregard the attached information. Soon after, the analysis for 444.4 was completed and contained in the newest version of the Summary Report currently posted as part of the June Agenda. Commissioner John thanked the Administrator for the explanation.</i></p> <p><b>Approved Unanimously</b></p> |
| <p>7.)</p> | <p><b>PENDING ADMINISTRATIVELY APPROVED SELF AFFIRMED (NO CHANGE) UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b></p> <p>NONE PENDING</p>  |
| <p>8.)</p> | <p><b>PENDING ADMINISTRATIVELY APPROVED SELF AFFIRMED (ONE CHANGE) UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b></p> <p><b><u>SELF AFFIRMED (ONE CHANGE) APPROVED COURSE(S)</u></b></p> <p><b>Course:</b> Advanced FBC: Fair Housing vs. Florida Accessibility Code FBC Accessibility: Who, What, When, Where</p> <p><b>Provider:</b> AIA Florida</p> <p><b>Prior Accreditor:</b> Code Consulting Services</p>   |

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|            | <p><b>BCIS Course Number:</b> 965.1<br/> <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<br/> <b>Motion:</b> Brad Schiffer<br/> <b>Second:</b> David John<br/> <b>Discussion:</b> <i>None</i><br/> <b>Approved Unanimously</b></p> <p><b>Course:</b> Advanced FBC: Fair Housing vs. Florida Accessibility Code: Who, What, When, Where &amp; How - Online<br/> <b>Provider:</b> AIA Florida<br/> <b>Prior Accreditor:</b> Code Consulting Services<br/> <b>BCIS Course Number:</b> 1026.1<br/> <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<br/> <b>Motion:</b> James Schock<br/> <b>Second:</b> Brad Schiffer<br/> <b>Discussion:</b> <i>None</i><br/> <b>Approved Unanimously</b></p>  |
| <p>9.)</p> | <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 March 26th, 2024, through May 29th, 2024, 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 2023-2024) 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 April 8th, 2024, meeting.</p> <p><b>B.</b> Prepared minutes for FBC Education POC April 8th, 2024, meeting.</p> <p><b>C.</b> Prepared agenda for FBC Education POC meeting scheduled for June 6th, 2024.</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> 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.</p> <p><b>G.</b> Inquiries addressed from March 26th, 2024, to May 29th, 2024, were as follows:</p> <p>43 inquiries: 28 telephone; 5 email; 10 phone and email</p> |

**Category of Inquirers:**

- 5 Accreditors
- 9 Providers
- 19 Consumers (Public)
- 3 Manufacturer/distributor
- 1 Meeting planner
- 1 Contractor
- 2 Architects
- 1 Human Resources
- 1 Engineer
- 1 Plumber

**Types of Inquiries :**

- 13 Advanced Courses
- 5 BCIS
- 6 Windows
- 5 Board of Architecture & Interior Design
- 2 Mobile/modular
- 1 Code training
- 2 HOA Covenants
- 1 Electrical Contractor Licensing Board
- 1 DCA employment verification
- 1 Inspection
- 1 Comprehensive Plan
- 1 Section 8 Housing
- 1 Construction defect
- 1 Roofing
- 1 Shed
- 1 Construction estimating

**Training Funding Available for 2023-2024**

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, 2024

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:

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|      | <p>-- At least 50% must be codes</p> <p>For 7-hour program, course requirements:<br/> -- At least three (3) hours codes<br/> -- At least two (2) hours advanced codes</p> <p>For any program, course requirements:<br/> -- Mitigation training for home inspectors must include proctored exam and comply with section 627.711(2), F.S.<br/> -- *Course evaluations are REQUIRED that cover the following:<br/> --- Satisfaction with instructor<br/> --- Satisfaction with course materials<br/> --- Satisfaction with conduct of the training<br/> --- 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):<br/> -- Submitted within FIVE (5) WORKING DAYS AFTER EACH COURSE<br/> -- Advertisement (must be approved in advance)<br/> -- Sign in sheets as acceptable for each licensing board<br/> -- Separate sign in sheets for licensees and non-licensed employees<br/> -- Non-licensed employee sign in sheets must include type of proof submitted<br/> -- *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>No other POC business was forthcoming.</p>  |
| 11.) | <p><b>PUBLIC COMMENT</b></p> <p>No other public comment was forthcoming.</p>  |
| 12.) | <p><b>POC MEMBER AND STAFF COMMENT</b></p> <p>Commissioner John thanked the Education Administrator, Michael Clark, for making the process of reviewing the courses much easier for the member commissioners. He especially liked the Course Summary Report and the Document Summary Report that was sent via email. The POC members agreed with Commissioner John.</p> <p>Justin Vogel, the General Counsel, stated that he was asked during the last ED POC meeting to check the legality and viability of training companies buying other training companies and subsequently doing business with the Commission. He stated he conducted some research and found no legal reason why training companies can't buy other</p>  |



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|      | companies and continue doing business with the Florida Building Commission. The ED POC members thanked Mr. Vogel.  |
| 13.) | <b>ADJOURN</b><br><b>ADJOURNED AT 9:40 AM EST</b><br><b>Motion:</b> To adjourn<br><b>Motion:</b> David John<br><b>Second:</b> Brad Schiffer<br><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**

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

| <b>2024 POC MEETING SCHEDULE</b> |  |                                    |
|----------------------------------|--|------------------------------------|
| I.                               | February 5th, 2024 (9:00 AM EST)           | Tallahassee and via teleconference |
| II.                              | April 8 <sup>th</sup> , 2024 (9:00 AM EST) | Tallahassee and via teleconference |
| III.                             | June 6 <sup>th</sup> , 2024 (9:00 AM EST)  | Tallahassee and via teleconference |
| IV.                              | August 2024 (TBA)                          | Tallahassee and via teleconference |
| V.                               | October 2024 (TBA)                         | Tallahassee and via teleconference |
| VI.                              | November 2024 (TBA)                        | Tallahassee and via teleconference |

| <b>2024 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE</b> |                                       |   |
|--|---------------------------------------|---|
|  | <b>ED POC MEETING DATE</b>            | <b>ACCREDITED APPLICATIONS SUBMITTAL DEADLINE</b> |
| I.   | February 5th, 2024, Meeting           | January 21, 2024                                  |
| II.  | April 8 <sup>th</sup> , 2024, Meeting | March 24, 2024                                    |
| III.   | June 6 <sup>th</sup> , 2024, Meeting  | May 26, 2024                                      |
| IV.  | August 2024 Meeting                   | (TBA)   |
| V.   | October 2024 Meeting                  | (TBA)   |
| VI.  | November 2024 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.**