

FLORIDA BUILDING COMMISSION
EDUCATION POC MEETING MINUTES
JULY 28, 2021
TALLAHASSEE, FLORIDA

IMPORTANT MEETING ACCESS INFORMATION!

Meeting Information

Date: Wednesday, July 28, 2021
Time: 10:00 am, Eastern Daylight Time (New York, GMT-04:00)
Meeting ID: 533 378 925
Meeting Password: (This meeting does not require a password.)

To Join the Online Meeting

- Go to: 1. Go to <https://global.gotomeeting.com/join/533378925>
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: 1-866-899-4679 (US)
Attendee access code: 533 378 925

For assistance please contact:
jim.hammers@myfloridalicense.com
1-850-717-1839

CALL-IN NUMBER: 1-866-899-4679 CODE:533378925
IN PERSON ATTENDANCE: 5TH FLOOR, 2601 BLAIRSTONE RD., TALLAHASSEE, FLA. 32399

EDUCATION POC MEETING OBJECTIVES

- To approve July 28, 2021 Meeting Agenda
- To approve May 27, 2021 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—JULY 28, 2021

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

10:00 a.m. EST	1.)	<p>Welcome and Opening, Roll Call</p> <p>POC Members Present: Michael Bourre, (Chair), Brad Schiffer, David John, Brian Langille</p> <p>POC Member(s) Absent: Don Brown</p> <p>Meeting Attendees Identified: Thomas Campbell Jim Hammers Joe Belcher Justin Vogel Mo Madani Michael Clark Chris Howell</p>
	2.)	<p>Review and approval of the July 28, 2021, meeting Agenda</p> <p>Motion: To approve as submitted Motion: David John Second: Brian Langille Approved Unanimously</p>
	3.)	<p>Review and approval of May 27, 2021, meeting Minutes</p> <p>Motion: To approve as submitted Motion: David John Second: Brian Langille</p> <p>Discussion: <i>Commissioner John stated that he did not see any reference in the minutes that stated that the ED POC reviewed and approved a draft informational page for providers that directed them to include in their course submissions, things like two slides per page, a course certificate, legible writing, etc. Thomas Campbell stated that the ED POC did approve those changes (at the May meeting) through their unanimous vote for the changes to Rule 61G20-6.002. Mr. Campbell also said that the rule making process has not ended, and that these changes would not go into effect until the December meeting cycle.</i></p> <p>Approved Unanimously</p>

	4.)	<p>Review pending accretor applications for recommendation to the Commission</p> <p>None Pending</p>
	5.)	<p>Review pending advanced accredited courses for recommendation to the Commission</p> <p>Course: Advanced FBC: Understanding the Existing Building Code Provider: AIA Florida Accreditor: Code Consulting Services BCIS Course Number: 1070.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: David John Second: Brad Schiffer Discussion: <i>Commissioner John stated that he liked the course.</i> Approved Unanimously</p> <p>Course: Advanced Course: Revisions and Commentary Chapter 4 Special Occupancies Provider: AHCA Accreditor: Code Consulting Services BCIS Course Number: 1068.0 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: David John Discussion: <i>None</i> Approved Unanimously</p> <p>Course: Advanced Course: Health Care Planning For Future Flooding Provider: AHCA Accreditor: Code Consulting Services BCIS Course Number: 1069.0 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: David John Discussion: <i>None</i> Approved Unanimously</p>

6.)	<p>Review pending administratively approved updated courses for recommendation to the Commission</p> <p>Course: 2020 Advanced Residential Energy Code Compliance: Methods, Tools and Verification Provider: Program For Resource Efficient Communities Accreditor: JDB Code Services, Inc. BCIS Course Number: 893.1 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 a "Method of Presentation" being referenced in the syllabus.</i> Motion: Brad Schiffer Second: Brian Langille Discussion: <i>Commissioner John stated that a "Method of Presentation" was missing, there were 3 slides per page instead of two, and the course was missing an informational page up front. He suggested that the course should not be approved as submitted.</i> Approved Unanimously</p>
7.)	<p>Review pending administratively approved Self Affirmed (ONE CHANGE) updated courses for recommendation to the Commission</p> <p>Course: Florida Building Code Seventh Edition 2020 Administration Advanced Code Training Provider: C2N Code Solutions Group Prior Accreditor: Bill Dumbaugh BCIS Course Number: 928.1 Motion: Course <i>not approved</i> 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: <i>Commissioner John stated that the first 3 slides were different between this PowerPoint version and the prior version. Upon further review, the prior (2017 code) PowerPoint contained 85 slides and the new (2020 code) PowerPoint contained 63 slides. The difference in slide numbers constitutes more than one change. So, this course could not be approved as Self-Affirmed with One Change. It will need to be re-submitted as an updated course and be re-accredited.</i> Approved Unanimously</p>
8.)	<p>Education Administrator Activity Report</p> <p>Discussion: <i>The Education Administrator stated that the report contained brief descriptions of the</i></p>

normal activities of the Administrator from May 18th, 2021, through July 19th, 2021, 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 2020-2021) 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.

A. Provided administrative support for FBC Education POC for the May 27th, 2021 meeting

B. Prepared minutes for FBC Education POC May 27th, 2021 meeting

C. Prepared agenda for FBC Education POC meeting scheduled for July 28th, 2021

D. Worked with training providers and accreditors to ensure compliance with Rule 61G20-6.002

E. Checked the BCIS to ensure information is current regarding the FBC Education and Accreditation Program

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. (On hold due to possible rule language changes)

I. Compiled a document for both FBC accreditors and training providers, which should assist both groups as they develop and accredit advanced courses (On hold due to possible rule language changes)

J. Inquiries addressed from May 18th, 2021 to July 19th, 2021 were as follows:

44 inquiries: 36 telephone; 4 email; 4 phone and email

Category of Inquirers:

2 Accreditors

9 Providers

21 Consumers (Public)

4 Contractors

1 Architects

1 Design professional

1 Distributor

- 2 Manufacturers
- 1 Owner/builder
- 1 Renter
- 1 Attorney

Types of Inquiries :

- 9 Advanced Courses
- 4 BCIS
- 1 Contractor/licensure
- 1 Water heater
- 8 Windows.
- 1 Garage door
- 1 Commercial construction
- 1 Humidity
- 1 Solar panels
- 1 Mailbox
- 4 Mobile/modular.
- 12 Roofing.

Training Funding Available for 2020-2021

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, 2020

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

	<p>For any program, course requirements:</p> <ul style="list-style-type: none"> -- 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: <ul style="list-style-type: none"> --- Satisfaction with instructor --- Satisfaction with course materials --- Satisfaction with conduct of the training --- Ask whether “highly satisfied” “satisfied” “not satisfied” for each above <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> <ul style="list-style-type: none"> -- 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>*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</p> <p>No future discussion items were forthcoming.</p>
10.)	<p>General public comment</p> <p>Joe Belcher (accreditor) thanked the ED POC for conditionally approving course number 893.1.</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 following New Courses are recommended for APPROVAL:</p> <p>Course: Advanced FBC: Understanding the Existing Building Code Provider: AIA Florida</p>

	<p> Accreditor: Code Consulting Services BCIS Course Number: 1070.0 Motion: Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: David John Second: Brad Schiffer Approved Unanimously </p> <p> Course: Advanced Course: Revisions and Commentary Chapter 4 Special Occupancies Provider: AHCA Accreditor: Code Consulting Services BCIS Course Number: 1068.0 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: David John Approved Unanimously </p> <p> Course: Advanced Course: Health Care Planning For Future Flooding Provider: AHCA Accreditor: Code Consulting Services BCIS Course Number: 1069.0 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: David John Approved Unanimously </p> <p> The following Administratively Approved Updated Course is recommended for CONDITIONAL APPROVAL: </p> <p> Course: 2020 Advanced Residential Energy Code Compliance: Methods, Tools and Verification Provider: Program For Resource Efficient Communities Accreditor: JDB Code Services, Inc. BCIS Course Number: 893.1 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 a "Method of Presentation" being referenced in the syllabus.</i> Motion: Brad Schiffer Second: Brian Langille Approved Unanimously </p>
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		<p>The following Self – Affirmed (One Change) Course is recommended for NON APPROVAL:</p> <p>Course: Florida Building Code Seventh Edition 2020 Administration Advanced Code Training Provider: C2N Code Solutions Group Prior Accreditor: Bill Dumbaugh BCIS Course Number: 928.1 Motion: Course <i>not approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content Motion: David John Second: Brad Schiffer Approved Unanimously</p>
	12.)	<p><i>Adjourned at 10:29 am est</i></p> <p>Motion: To adjourn Motion: Brad Schiffer Second: David John Approved Unanimously</p>

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

COMMITTEE MEMBERSHIP AND MEETING SCHEDULE
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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)

2021 POC MEETING SCHEDULE		
I.	February 2, 2021 (8:30 AM EST)	Tallahassee and via teleconference
II.	April 1, 2021 (8:30 AM EST)	Tallahassee and via teleconference
III.	May 27, 2021 (8:30 AM EST)	Tallahassee and via teleconference
IV.	July 28, 2021(10:00 AM EST)	Tallahassee and via teleconference
V.	October 2021 (TBD)	Tallahassee and via teleconference
VI.	December 2021 (TBD)	Tallahassee and via teleconference

2021 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE		
	ED POC MEETING DATE	ACCREDITED APPLICATIONS SUBMITTAL DEADLINE
I.	February 2, 2021 Meeting	January 19, 2021
II.	April 1, 2021 Meeting	March 21, 2021
III.	May 27, 2021 Meeting	May 16, 2021
IV.	July 28, 2021 Meeting	July 18, 2021
V.	October 2021 Meeting (TBD)	September 2021 (TBD)
VI.	December 2021 Meeting (TBD)	November 2021 (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.