

FLORIDA BUILDING COMMISSION  
EDUCATION PROGRAM OVERSIGHT COMMITTEE

OCTOBER 3, 2023, 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-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><b>WELCOME AND OPENING ROLL CALL</b></p> <p>A. Roll Call of POC Members</p> <p><b>POC Members Present:</b> Michael Bourre, (Chair), Brad Schiffer, David John, Brian Langille <b>POC Member(s) Absent:</b> Don Brown</p> <p>B. Identification of Staff Attendees</p> <p><b>Staff/Meeting Attendees Identified:</b> Thomas Campbell    Jim Hammers Justin Vogel         Mo Madani Michael Clark        Coleen Farinelli</p>
2.)	<p><b>REVIEW AND APPROVAL OF MEETING AGENDA</b></p> <p><b>Motion:</b> To approve as submitted <b>Motion:</b> David John <b>Second:</b> Brian Langille <b>Approved Unanimously</b></p>
3.)	<p><b>REVIEW AND APPROVAL OF AUGUST 8TH, 2023, MEETING MINUTES</b></p> <p><b>Motion:</b> To approve as submitted <b>Motion:</b> Brad Schiffer <b>Second:</b> David John <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>Course:</b> Advanced Florida Building Code, 8<sup>th</sup> Edition, Common Codes, Standards, &amp; Guidelines  <b>Provider:</b> CEI of America, Inc.  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 1150.0  <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> Brad Schiffer  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> Advanced Course: Wiring for Building Repairs, 2023 FBC  <b>Provider:</b> Electrical Training Resources LLC  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 1165.0  <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> Brad Schiffer  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> Advanced Florida Building Code, 8<sup>th</sup> Edition, Common Codes, Standards, &amp; Guidelines  <b>Provider:</b> Gold Coast School of Construction  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 1160.0  <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> Brad Schiffer  <b>Second:</b> David John  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> Advanced Florida Building Code, 8<sup>th</sup> Edition, Common Codes, Standards, &amp; Guidelines  <b>Provider:</b> Gold Coast School of Construction  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 1161.0  <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</p>

**Second:** Brad Schiffer  
**Discussion:** *None*  
**Approved Unanimously**

**Course:** Advanced Florida Building Code, 8<sup>th</sup> Edition, Common Codes, Standards, & Guidelines

**Provider:** CEI of America, Inc.

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

**BCIS Course Number:** 1153.0

**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:** 2023 Advanced Building Code 8<sup>th</sup> Edition – Mechanical – Significant Code Changes

**Provider:** Southard Engineering, Inc.

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

**BCIS Course Number:** 1147.0

**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:** Brian Langille

**Discussion:** *None*

**Approved Unanimously**

**Course:** Advanced Florida Building Code, Building, 8<sup>th</sup> Edition 2023 Building/Structural Summary Internet

**Provider:** AAA Construction School, Inc.

**Accreditor:** Bill Dumbaugh

**BCIS Course Number:** 1151.0

**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:** Brian Langille

**Discussion:** *None*

**Approved Unanimously**

**Course:** Advanced Florida Building Code, Building, 8<sup>th</sup> Edition 2023 Building/Structural Summary Classroom

**Provider:** AAA Construction School, Inc.

**Accreditor:** Bill Dumbaugh

**BCIS Course Number:** 1152.0

**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:** Brian Langille

**Discussion:** *None*  
**Approved Unanimously**

**Course:** 2023 Advanced FBC 8<sup>th</sup> Edition General Lighting Loads By Occupancy

**Provider:** Jake Leahy's Electrical Code Connection

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

**BCIS Course Number:** 1148.0

**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:** 2023 Advanced Building Code, 8<sup>th</sup> Edition – Means of Egress

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

**Accreditor:** Bill Dumbaugh

**BCIS Course Number:** 1144.0

**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 Florida Advanced Building Code: Accessibility, Scoping Requirements, 8<sup>th</sup> Edition

**Provider:** Vector Solutions

**Accreditor:** Bill Dumbaugh

**BCIS Course Number:** 1130.0

**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 "Method of Course Presentation."*

**Motion:** Brad Schiffer

**Second:** Brian Langille

**Discussion:** *The Education Administrator found that the "Method of Course Presentation" was missing from the course materials. It should be added to the course syllabus.*

**Approved Unanimously**

**Course:** 2023 Florida Advanced Building Code: Accessibility, Application, and Administration, 8<sup>th</sup> Edition

**Provider:** Vector Solutions

**Accreditor:** Bill Dumbaugh

**BCIS Course Number:** 1131.0

**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 "Method of Course Presentation."*

**Motion:** Brad Schiffer

**Second:** Brian Langille

	<p><b>Discussion:</b> <i>The Education Administrator found that the “Method of Course Presentation” was missing from the course materials. It should be added to the course syllabus.</i></p> <p><b>Approved Unanimously</b></p>
6.)	<p><b>PENDING ADMINISTRATIVELY APPROVED UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b></p> <p><b>Course:</b> Advanced Florida Building Code (2023) 8<sup>th</sup> Edition, Building Swimming Pool Safety  <b>Provider:</b> Boss Construction School  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 960.1  <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> Brad Schiffer  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> Online Advanced Florida Building Code (2023) 8<sup>th</sup> Edition, Building Swimming Pool Safety  <b>Provider:</b> Boss Construction School  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 962.1  <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> Brad Schiffer  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p>
7.)	<p><b>PENDING ADMINISTRATIVELY APPROVED SELF AFFIRMED (NO CHANGE) UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b></p> <p>NONE PENDING</p>
8.)	<p><b>PENDING ADMINISTRATIVELY APPROVED SELF AFFIRMED (ONE CHANGE) UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b></p> <p><b>Course:</b> Advanced Course: Emergency Egress Lighting and Signage  <b>Provider:</b> Electrical Training Resources LLC  <b>Prior Accreditor:</b> Code Consulting Services  <b>BCIS Course Number:</b> 948.2  <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> Brian Langille  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p>

**Course:** 2023 Advanced Training: Accessible Routes Under the Florida Accessibility Code

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

**Prior Accreditor:** JDB Code Services, Inc.

**BCIS Course Number:** 853.1

**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 8<sup>th</sup> Edition to the course titles of the Syllabus and PowerPoint and changing the 7<sup>th</sup> Edition to the 8<sup>th</sup> Edition in the “Course Description.”*

**Motion:** David John

**Second:** Brian Langille

**Discussion:** *The Education Administrator found that the code edition was missing from the course titles on the Syllabus and PowerPoint. The 8<sup>th</sup> Edition should be added to those titles. Also, it was found that the 7<sup>th</sup> Edition was referenced in the “Course Description.” The 8<sup>th</sup> Edition should be referenced instead of the 7<sup>th</sup>.*

**Approved Unanimously**

**Course:** 2023 Advanced Training: FMA/AAMA 200 Window Installation

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

**Accreditor:** JDB Code Services, Inc.

**BCIS Course Number:** 854.1

**Motion:** Course ***conditionally approved*** based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content, *subject to changing various references of the 7<sup>th</sup> Edition to the 8<sup>th</sup> Edition on the Syllabus course title, within the Course Description and Learning Objectives, on the PowerPoint course title, and slide 5 of the PowerPoint.*

**Motion:** David John

**Second:** Brian Langille

**Discussion:** *The Education Administrator found that the “2020” code edition was referenced in the Syllabus course title. This should be changed to the 2023 code edition. He further found that the 2017 edition was referenced in the “Course Description” and “Learning Objectives”. This should be changed to the 2023 Edition. He further found that 2023 Code edition was missing from the course title on the PowerPoint. The 2023 reference should be added to this title. He also found that the 7<sup>th</sup> Edition was referenced on slide 5 of the PowerPoint. This should be changed to the 8<sup>th</sup> Edition.*

**Approved Unanimously**

**Course:** 2023 Advanced Training: The Florida Accessibility Code Ch. 2 Scoping Requirements

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

**Accreditor:** Bill Dumbaugh

**BCIS Course Number:** 629.3

**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:** 2023 Advanced Accessible Water Closets and Toilet Compartments

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

	<p><b>Accreditor:</b> JDB Code Services, Inc.  <b>BCIS Course Number:</b> 1098.1  <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> Brad Schiffer  <b>Second:</b> David John  <b>Discussion:</b> <i>None</i>  <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 July 25th, 2023, through September 25<sup>th</sup>, 2023, 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 August 8th, 2023, meeting.</p> <p><b>B.</b> Prepared minutes for FBC Education POC August 8th, 2023, meeting</p> <p><b>C.</b> Prepared agenda for FBC Education POC meeting scheduled for October 3rd, 2023.</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> Partially completed a random course audit, of an online Accessibility course. Working on the final report.</p> <p><b>G.</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>H.</b> Inquiries addressed from July 25th, 2023, to September 25th, 2023, were as follows:</p> <p>44 inquiries: 30 telephone; 5 email; 9 phone and email</p> <p><b><u>Category of Inquirers:</u></b>  4 Accreditors  10 Providers  20 Consumers (Public)  1 Contractor</p>

- 2 Building officials
- 1 Inspector
- 2 Manufacturer/distributor
- 2 CE providers
- 1 Developer
- 1 Architect

**Types of Inquiries :**

- 9 Advanced Courses
- 6 BCIS
- 4 Mobile/modular
- 4 Continuing education
- 3 FBC
- 2 Wind map
- 1 Construction defect
- 2 Contractor complaints
- 1 Area of critical state concern
- 1 Homeowner association
- 6 Windows
- 4 Roofing
- 1 Shed

**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:

- 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:



	<p>-- 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>
10.)	<p><b>OTHER POC BUSINESS</b></p> <p>No other POC business was discussed.</p>
11.)	<p><b>PUBLIC COMMENT</b></p> <p>No public comment was forthcoming.</p>
12.)	<p><b>POC MEMBER AND STAFF COMMENT</b></p> <p>No other POC member or staff comment was forthcoming.</p>
13.)	<p><b>ADJOURN</b>  <b>ADJOURNED AT 9:39 AM EST</b>  <b>Motion:</b> To adjourn  <b>Motion:</b> David John  <b>Second:</b> Brad Schiffer  <b>Approved Unanimously</b></p>

**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
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)

2023 POC MEETING SCHEDULE		
I.	January 31, 2023 (9:00 AM EST)	Tallahassee and via teleconference
II.	March 31, 2023 (9:00 AM EST)	Tallahassee and via teleconference
III.	June 7, 2023 (9:00 AM EST)	Tallahassee and via teleconference
IV.	August 8, 2023 (9:00 AM EST)	Tallahassee and via teleconference
V.	October 3, 2023 (9:00 AM EST)	Tallahassee and via teleconference
VI.	December 2023 (TBD)	Tallahassee and via teleconference

2023 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE		
	ED POC MEETING DATE	ACCREDITED APPLICATIONS SUBMITTAL DEADLINE
I.	January 31, 2023, Meeting	January 16, 2023
II.	March 31, 2023, Meeting	March 19, 2023
III.	June 7, 2023 Meeting	May 28, 2023
IV.	August 8, 2023 Meeting	July 23, 2023
V.	October 3, 2023 Meeting	September 24, 2023
VI.	December 2023 Meeting	November 2023

**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.**