

**FLORIDA BUILDING COMMISSION  
EDUCATION PROGRAM OVERSIGHT COMMITTEE**

**DECEMBER 4TH, 2025, 9:30 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, Brad Schiffer, Don Brown, James Schock <b>POC Member(s) Absent:</b> None</p> <p>B. Identification of Staff Attendees</p> <p style="text-align: center;"><b>Staff/Meeting Attendees Identified:</b></p> <table><tr><td>Mo Madani</td><td>Jim Hammers</td></tr><tr><td>Justin Vogel</td><td>Alan Burke</td></tr><tr><td>Michael Clark</td><td>Shane Gerwig</td></tr></table>	Mo Madani	Jim Hammers	Justin Vogel	Alan Burke	Michael Clark	Shane Gerwig
Mo Madani	Jim Hammers						
Justin Vogel	Alan Burke						
Michael Clark	Shane Gerwig						
2.)	<p><b>REVIEW AND APPROVAL OF MEETING AGENDA</b></p> <p><b>Motion:</b> To approve as submitted <b>Motion:</b> Don Brown <b>Second:</b> David John <b>Approved Unanimously</b></p>						
3.)	<p><b>REVIEW AND APPROVAL OF OCTOBER 9TH, 2025, MEETING MINUTES</b></p>						

	<p><b>Motion:</b> To approve as submitted  <b>Motion:</b> David John  <b>Second:</b> Brad Schiffer  <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 Advanced Code 1 Hour FBC Residential Code 8<sup>th</sup> Edit. Chapter 9 Roofing  <b>Provider:</b> Contractors Institute  <b>Accreditor:</b> JDB Code Services, Inc.  <b>BCIS Course Number:</b> 1333.0  <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> Don Brown  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> Advanced Florida Building Code 2023 Footings and Foundations Internet  <b>Provider:</b> Florida Homebuilders Association  <b>Accreditor:</b> JDB Code Services, Inc.  <b>BCIS Course Number:</b> 1334.0  <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> Don Brown  <b>Second:</b> Brad Schiffer  <b>Discussion:</b> <i>Shane Gervig (Florida Homebuilders Association) requested that the ED POC approve this course and the next three courses. He also said that he would answer any questions about any of his four courses.</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> Advanced Florida Building Code 2023 Roof Ceiling Construction  <b>Provider:</b> Florida Homebuilders Association  <b>Accreditor:</b> JDB Code Services, Inc.  <b>BCIS Course Number:</b> 1335.0  <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> Don Brown  <b>Discussion:</b> <i>Commissioner John stated that the word "building" was misspelled on the first slide of the PowerPoint. Shane Gervig (Florida Home Builders Association) said that he had already correctly changed the misspelled word "building" on his end. Michael Clark stated that with only a misspelled word, the course may be fully approved by the ED POC</i>  <b>Approved Unanimously</b></p>

	<p><b>Course:</b> Advanced Florida Building Code 2023 Footings and Foundations  <b>Provider:</b> Florida Homebuilders Association  <b>Accreditor:</b> JDB Code Services, Inc.  <b>BCIS Course Number:</b> 1336.0  <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> Don Brown  <b>Second:</b> James Schock  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> Advanced Florida Building Code 2023 Roof Ceiling Construction  <b>Provider:</b> Florida Homebuilders Association  <b>Accreditor:</b> JDB Code Services, Inc.  <b>BCIS Course Number:</b> 1337.0  <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> Don Brown  <b>Second:</b> James Schock  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p>
6.)	<p><b>PENDING ADMINISTRATIVELY APPROVED UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b></p> <p>NONE PENDING</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>NONE PENDING</p>
9.)	<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 September 24th, 2025, through November 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>

- A. Provided administrative support for FBC Education POC for the October 9th, 2025, meeting.
- B. Prepared minutes for FBC Education POC October 9th, 2025, meeting.
- C. Prepared agenda for FBC Education POC meeting scheduled for December 4th, 2025.
- 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. 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 September 24th, 2025, to November 24th, 2025, were as follows:

23 inquiries: 14 telephone; 4 email; 5 phone and email

**Category of Inquirers:**

- 1 Accreditors
- 6 Providers
- 8 Consumers (Public)
- 2 Contractor
- 3 Architect
- 3 Engineers

**Types of Inquiries:**

- 10 Advanced Courses
- 3 BCIS assistance
- 2 Windows
- 2 Roofing
- 2 Board of Architects
- 1 Building department
- 1 Construction Lien Law
- 1 Local government
- 1 Mortgage payment assistance

**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

	<p>--- Must include license number for all categories above</p> <p>-- Employees in design and construction industries, requires this documentation:</p> <p>--- Letter from their design/construction licensed employer</p> <p>--- Copy of certificate of workers' compensation insurance or exemption</p> <p>Eligible course topics:</p> <p>-- Florida Building Code</p> <p>-- Florida Fire Prevention Code</p> <p>-- Construction plan and permitting requirements</p> <p>-- Construction liens</p> <p>-- Hurricane mitigation</p> <p>For "minimum 1 hour" program, course requirements:</p> <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>No other POC business was forthcoming.</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 9:50 AM EST</b> <b>Motion:</b> To adjourn <b>Motion:</b> Don Brown <b>Second:</b> Brad Schiffer <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 2 <sup>nd</sup> , 2025 (9:00 AM EST)	Tallahassee and via teleconference
IV.	August 7 <sup>th</sup> , 2025 (9:00 AM EST)	Tallahassee and via teleconference
V.	October 9 <sup>th</sup> , 2025 (9:00 AM EST)	Tallahassee and via teleconference
VI.	December 4 <sup>th</sup> , 2025 (9:30 AM EST)	Tallahassee and via teleconference

<b>2025 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE</b>		
	<b>ED POC MEETING DATE</b>	<b>ACCREDITED COURSE 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 2 <sup>nd</sup> , 2025 Meeting	May 18, 2025
IV.	August 7 <sup>th</sup> , 2025 Meeting	July 20 <sup>th</sup> , 2025
V.	October 9 <sup>th</sup> , 2025 Meeting	September 21 <sup>st</sup> , 2025
VI.	December 4 <sup>th</sup> , 2025 Meeting	November 16 <sup>th</sup> , 2025

**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.**