

**FLORIDA BUILDING COMMISSION**  
**EDUCATION POC MEETING MINUTES**

**JUNE 2, 2017**

**TALLAHASSEE, FLORIDA**

**IMPORTANT MEETING ACCESS INFORMATION!**

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Meeting information  
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Date: Friday, June 2nd, 2017  
Time: 10:00 am, Eastern Daylight Time (New York, GMT-04:00)  
Meeting ID: 148 382 085  
Meeting Password: (This meeting does not require a password.)

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To join the online meeting  
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- Go to: 1. Go to <https://global.gotomeeting.com/join/148382085>  
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.

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Teleconference information  
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Join the conference call:  
Toll free: 1-877-309-2073 (US)  
Attendee access code: 148 382 085

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

**CALL-IN NUMBER: 1-877-309-2073 CODE:148382085**  
**IN PERSON ATTENDANCE: 5TH FLOOR, 2601 BLAIRSTONE RD., TALLAHASSEE, FLA. 32399**

## ***EDUCATION POC MEETING OBJECTIVES***

- To approve June 2, 2017 Meeting Agenda
- To approve March 27, 2017 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—JUNE 2, 2017***

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

<b>10:00 a.m. EST</b>	<b>1.)</b>	<p><b>Welcome and Opening, Roll Call</b></p> <p><b>POC Members Present:</b> Nanette Dean, (Chair), Jeffrey Stone PhD, Kevin Flanagan, Brian Langille, Kelley Smith Burk, Don Brown</p> <p><b>POC Member(s) Absent:</b> Drew Smith</p> <p><b>Meeting Attendees Identified:</b>          Tom Campbell     Jim Hammers          Mo Madani         Justin Vogel          Michael Clark          Erin Rosica</p>
	<b>2.)</b>	<p><b>Review and approval of the June 2, 2017 meeting Agenda</b></p> <p><b>Motion:</b> To approve as submitted  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Kelley Smith Burk  <b>Approved Unanimously</b></p>
	<b>3.)</b>	<p><b>Review and approval of March 27, 2017 meeting Minutes</b></p> <p><b>Motion:</b> To approve as submitted  <b>Motion:</b> Jeffrey Stone  <b>Second:</b> Kelley Smith Burk  <b>Approved Unanimously</b></p>
	<b>4.)</b>	<p><b>Review pending accreditor applications for recommendation to the Commission</b></p> <p>None Pending</p>

	<p>5.) <b>Review pending advanced accredited courses for recommendation to the Commission</b></p> <p><b>Course:</b> 2014 Florida Building Code – Chapter 9 Fire Protection Systems Advanced Internet  <b>Provider:</b> Alarm Association of Florida, Inc.  <b>Accreditor:</b> Sean Guthrie  <b>BCIS Course Number:</b> 828.0  <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> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Discussion:</b> None  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Internet Advanced Code, Florida Building Code - Residential  <b>Provider:</b> Palm Construction School, Inc.  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 822.0  <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> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Discussion:</b> None  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Online Advanced Florida Building Code  <b>Provider:</b> 360training.com, Inc.  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 824.0  <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> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Discussion:</b> None  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Advanced FBC – Masonry Code Changes and Best Practices  <b>Provider:</b> AIA Florida  <b>Accreditor:</b> Code Consulting Services  <b>BCIS Course Number:</b> 829.0  <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> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Discussion:</b> <i>Commissioner Flanagan stated that he thought that the course was an excellent presentation.</i>  <b>Approved Unanimously</b></p>
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	6.)	<p><b>Review pending administratively approved updated courses for recommendation to the Commission</b></p> <p>None Pending</p>
	7.)	<p><b>Review pending administratively approved self-affirmed (NO CHANGES) updated courses for recommendation to the Commission</b></p> <p><b>Course:</b> 2014 Advanced Backflow Prevention Internet Course One Hour  <b>Provider:</b> Steve Kirkpatrick  <b>Prior Accreditor:</b> BCIC LLC  <b>BCIS Course Number:</b> 317.1  <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> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Discussion:</b> <i>Commissioner Flanagan stated that he thought that the course could use some color for enhancement.</i>  <b>Approved Unanimously</b></p>
	8.)	<p><b>Education Administrator activity report</b></p> <p><b>Discussion:</b> <i>The Education Administrator stated that the report contained brief descriptions of the normal activities of the Administrator from March 14th, 2017 through May 22nd, 2017, 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 2016-2017) 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 March 27th, 2017 meeting</p> <p><b>B.</b> Prepared minutes for FBC Education POC March 27th, 2017 meeting</p>

C. Prepared agenda for FBC Education POC meeting on June 2nd, 2017

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. Inquiries addressed from March 14th, 2017 to May 22nd, 2017 were as follows:

24 inquiries: 16 telephone; 5 email; 3 phone and email

**Category of Inquirers :**

- 1 Architect
- 3 Accreditor
- 9 Provider
- 6 Consumer
- 3 Contractors
- 2 State Agency personnel

**Types of Inquiries :**

- 9 Advanced Courses
- 3 BCIS
- 1 Impact windows
- 1 Water heater
- 2 Florida Building Codes
- 1 Mobile/modular
- 1 Electrical panel
- 1 Pool fencing
- 1 Special districts
- 1 Training
- 2 ADA
- 1 School construction

**Training Funding Available for 2016-2017**

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, 2017

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

		<p>--- Copy of certificate of workers' compensation insurance or exemption</p> <p>Eligible course topics:</p> <ul style="list-style-type: none"> <li>-- Florida Building Code</li> <li>-- Florida Fire Prevention Code</li> <li>-- Construction plan and permitting requirements</li> <li>-- Construction liens</li> <li>-- Hurricane mitigation</li> </ul> <p>For "minimum 1 hour" program, course requirements:</p> <ul style="list-style-type: none"> <li>-- At least 50% must be codes</li> </ul> <p>For 7-hour program, course requirements:</p> <ul style="list-style-type: none"> <li>-- At least three (3) hours codes</li> <li>-- At least two (2) hours advanced codes</li> </ul> <p>For any program, course requirements:</p> <ul style="list-style-type: none"> <li>-- Mitigation training for home inspectors must include proctored exam and comply with section 627.711(2), F.S.</li> <li>-- *Course evaluations are REQUIRED that cover the following: <ul style="list-style-type: none"> <li>--- Satisfaction with instructor</li> <li>--- Satisfaction with course materials</li> <li>--- Satisfaction with conduct of the training</li> <li>--- Ask whether "highly satisfied" "satisfied" "not satisfied" for each above</li> </ul> </li> </ul> <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"> <li>-- Submitted within FIVE (5) WORKING DAYS AFTER EACH COURSE</li> <li>-- Advertisement (must be approved in advance)</li> <li>-- Sign in sheets as acceptable for each licensing board</li> <li>-- Separate sign in sheets for licensees and non-licensed employees</li> <li>-- Non-licensed employee sign in sheets must include type of proof submitted</li> <li>-- *Copy of course evaluation for each attendee</li> </ul> <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 <a href="mailto:basfgrant@gmail.com">basfgrant@gmail.com</a> if interested and for more information.</p>
	<p><b>9.)</b></p>	<p><b>Identify future POC member discussion items</b></p> <p>No future ED POC member discussion items were forthcoming.</p>
	<p><b>10.)</b></p>	<p><b>General public comment</b></p>

	No public comment was forthcoming.
11.)	<p><b>Summary and review of meeting work products and adoption of recommendations for submittal to the commission</b></p> <p><b><u>Recommended Commission Actions</u></b></p> <p><b>The Education POC considered and recommends the following:</b></p> <p><b>The following new courses are recommended for APPROVAL:</b></p> <p><b>Course:</b> 2014 Florida Building Code – Chapter 9 Fire Protection Systems Advanced Internet  <b>Provider:</b> Alarm Association of Florida, Inc.  <b>Accreditor:</b> Sean Guthrie  <b>BCIS Course Number:</b> 828.0  <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> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Internet Advanced Code, Florida Building Code - Residential  <b>Provider:</b> Palm Construction School, Inc.  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 822.0  <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> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Online Advanced Florida Building Code  <b>Provider:</b> 360training.com, Inc.  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 824.0  <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> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Approved Unanimously</b></p> <p><b>Course:</b> 2014 Advanced FBC – Masonry Code Changes and Best Practices  <b>Provider:</b> AIA Florida  <b>Accreditor:</b> Code Consulting Services</p>

	<p><b>BCIS Course Number:</b> 829.0  <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> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Approved Unanimously</b></p> <p><b>The following administratively approved (SELF AFFIRMED NO CHANGES) updated course is recommended for APPROVAL:</b></p> <p><b>Course:</b> 2014 Advanced Backflow Prevention Internet Course One Hour  <b>Provider:</b> Steve Kirkpatrick  <b>Prior Accreditor:</b> BCIC LLC  <b>BCIS Course Number:</b> 317.1  <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> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Approved Unanimously</b></p>
12.)	<p><i>Adjourned at 10:12 am est</i></p> <p><b>Motion:</b> To adjourn  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Approved Unanimously</b></p>

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

<b>COMMITTEE MEMBERSHIP AND MEETING SCHEDULE</b>
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<b>EDUCATION POC MEMBERSHIP</b>	
<b>MEMBER</b>	<b>REPRESENTATION</b>
Nanette Dean	Manufactured Buildings, Chair
Kevin Flanagan	Electrical Contractor
Drew Smith	Green Building Industry
Jeffrey Stone PhD	Building Product Manufacturer
Brian Langille	Natural Gas Distributor
Don Brown	Insurance Industry
Kelley Smith Burk	Energy
<b>STAFF</b>	
Nick Duval	Legal Advisor



Jim Hammers	Technical Support
Thomas Campbell	Administrative
<b>FACILITATOR</b>	
Michael Clark	(MRC Consulting)

<b>2017 POC MEETING SCHEDULE</b>		
I.	January 26, 2017 (9:00 AM EST)	Tallahassee and via teleconference
II.	March 27, 2017 (9:00 AM EST)	Tallahassee and via teleconference
III.	June 2, 2017 (10:00 AM EST)	Tallahassee and via teleconference
IV.	August, 2017 (TBA)	Tallahassee and via teleconference
V.	September, 2017(TBA)	Tallahassee and via teleconference
VI.	November, 2017 (TBA)	Tallahassee and via teleconference

<b>2017 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE</b>		
	<b>ED POC MEETING DATE</b>	<b>ACCREDITED APPLICATIONS SUBMITTAL DEADLINE</b>
I.	January 26, 2017 Meeting	January 15, 2017
II.	March 27, 2017 Meeting	March 12, 2017
III.	June 2, 2017 Meeting	May 21, 2017
IV.	August, 2017 Meeting (TBA)	July, 2017 (TBA)
V.	September, 2017 Meeting (TBA)	September, 2017 (TBA)
VI.	November, 2017 Meeting (TBA)	November, 2017 (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.**