

**FOUR CORNERS REGION XI ICC
BOARD MEETING
Friday, March 2, 2018 – Moab, Utah**

Conducting: Eric Miller, Region Chair

Present:

Jack Judd

Derrick Childers

Tom Peterson

Dan Weed

Jeff Whitney

Brad Larson

Cathryn Nelson

Eric Miller

Cole Cloward

Attending remotely:

George Reid

Randy Westacott

Steve Bench

Mark Gurule'

Brian Uthe

Kara Gerczynski

Dave Nichols

Hope Medina

Greg Wheeler

Michael Savage

Minutes By: Cathryn Nelson

Date: Friday, March 2, 2018

Location: Grand County Office Council Chambers, Moab Utah

Welcome & Comments

1. Opening of Meeting

1.1. Welcome by Chair Eric Miller.

1.2. Call to Order

1.1. Roll Call & Quorum Verification

1.1.1. Quorum is established

1.1.2. Jesse Sorensen of Colorado has passed her vote to Dan Weed

1.1.3. Guy McMann has passed his vote to Mark Gurule'

1.2. Introduction of Guests – Tom Peterson and Dave Nichols from ICC were recognized.

1.3. Approval of Minutes from September 2017, in Columbus, Ohio

1.3.1. Mark Gurule' made a motion to approve; Randy Westacott second; motion carries

2. Treasurer's Report: Dan Weed

2.1. Dan provided an update as to our financial standing. We have 20 Chapters in our membership with an expected annual income of \$2,000. He suggested that we create a budget based on that amount, as shown in his budget information. He reviewed expenditures and income. He discussed the incorporation costs, both one-time and ongoing. Once Bylaws are acceptable we can file as a 501c6. He explained bank fees. He suggested \$200 yearly meeting expense for catered food for the Region meeting in the Spring as necessary. We may want to add membership for national groups such as Safe Buildings and regional committees such as High

**FOUR CORNERS REGION XI ICC
BOARD MEETING
Friday, March 2, 2018 – Moab, Utah**

Rise Structures – those that may be beneficial to our organization to build bridges and have a voice. We could check with Region 2 (Jim Applegate) for suggestions.

Dan then proposed this budget as discussed to take us through to the meeting in Richmond.

We voted that it would be advisable to set aside \$200 for future awards and have it available to the yet-to-be-established Awards Committee, which took place later in the meeting. Randy Westacott made a motion to set aside \$200 for Region awards; George Reid seconded.

Discussion that the money will help jump start the committee and that criteria for awards would be determined in the future by the committee. Randy modified his motion to clarify it would be used solely and specifically to recognize Region members for their contribution or meritorious service. If awards are not given, then the money goes back into the general fund; seconded by Dan Weed; motion carries. Brad Larson asked what the awards would consist of – cash award, plaque? Eric Miller stated details would be determined by the Awards Committee. Motion made by Steve Bench to approve the proposed budget as outlined by Dan Weed; seconded by Jack Judd; motion carries.

Jeff Whitney questioned whether the Region needs to carry a membership to ICC. Dave Nichols stated that membership is complementary to ICC or any other Chapter.

Dan then reviewed the profit and loss statement. Western Arizona Fire Marshal Assn is still outstanding. Total income and expenditures were outlined. Invoices for membership dues were emailed out this morning. Later in the meeting we determined the timing for sending invoices and when fees were due. Motion to approve the treasurer's report by Brad Larson; second by Brian Uthe; motion carries. Eric thanked Dan for his hard work and diligence on helping create a budget and managing our finances accurately and appropriately.

- 2.2. There needs to be someone appoint to fill the vacancy on the Arizona Region Council due to Michael Savage moving to Florida. We wish Michael all the best and thank him for his outstanding service in creating the Region.

3. Correspondence / Communications:

- 3.1. Jim Brown requested the Region's support in his run for ICC Board of Directors Section-B seat. The question was raised whether anyone else is running for this seat which may create a conflict for us to support him. It was determined that currently no other candidate is running. Dan Weed stated he best represents our area. Jeff Whitney said cannot go wrong in supporting Jim.

Dan Weed motioned we support Jim Brown; second by Steve Bench; confirmed that it doesn't negatively affect Tom or Greg Wheeler; motion carries.

Tom noted that Brenda Thompson resigned from the ICC Board and Angie Wiese of the Fire Marshals Association of Minnesota has been appointed to take her place. Tom met Angie at the meeting in Washington, DC and feels she will be a big benefit. He reminded us that the Committee Action Hearings will be held in Columbus, Ohio April 15-23, 2018. The schedule is available on the ICC website.

Dave Nichols called attention to Chapter update letters sent out monthly to help keep members informed of events, deadlines, announcements, etc. He requested that Chapter

FOUR CORNERS REGION XI ICC BOARD MEETING Friday, March 2, 2018 – Moab, Utah

presidents make sure they are distributed. The first item on the most recent letter reminded the membership that March 16 is the deadline to validate governmental voting members. There is also information about Building Safety month scheduled for May. Each jurisdiction is encouraged to do proclamations and to participate. The template is easy to use. There is a new resource that gives a quick overview on code changes. Dave also mentioned the upcoming meetings in Columbus with the Committee Action Hearing. Colorado is hosting the ICC Chapter Leadership Academy in Denver June 4-6, 2018. More information is on the ICC website. He also announced passage of Federal Cost Share Reform Incentive to incentivize jurisdictions to adopt the latest building codes, which will provide access to disaster funds. Jim Ellwood has joined the ICC Government Relations Department as the Career Development Coordinator. He has worked with the early pilot program and has adapted the program for high schools and colleges, each with a different approach and focus. He is working on renaming the program so it doesn't seem to only refer to high schools. Dave noted that there are states where the programs are working very well. In the west we haven't been as successful. With Jim's appointment we have hope it will improve the program's effectiveness. Randy Westacott stated that he supports Jim's appointment and is excited for this new assignment. There was a question about study companions for 2018 code cycle. Dave stated they would probably be available in May or June. Dave said ICC is strongly supporting reaching out to veterans for code careers. Jim Ellwood is also involved with that program, with Sarah Yerkes directing it. Jim then joined us on line to answer questions.

Tom Peterson stated that Neil Burning has been named as the new Vice President of the Government Relations Technical Resources. He previously served as Vice President of the National Association of Home Builders. We are optimistic that Neil's appointment will provide opportunities for better communication and cooperation with Home Builders Associations generally throughout the nation, as well as locally.

4. Reports – Officers and Committees

4.1. Code Review Committee – Derrick Childers, Chair

Derrick stated that his committee still doesn't seem to have momentum because they are unsure what they are supposed to do. It was discussed that as one solution that they should meet (by phone) between the 2 Region meetings to determine a focus or they remain "dead in the water". He suggested the webpage also be utilized to gain momentum.

4.2. Regional Structure Committee– Randy Westacott, Chair

Randy has been updating the Facebook page. He stated that there were no replies to a question he posted. He asked whether there should be more posts, whether an email account that would be more effective, should he ramp up his efforts, reach out to Chapter Point of Contact. Discussion ensued as to which electronic medium would be most effective. Eric Miller stated that since everyone is generally unsure as to what each of the committees do, we should add this to our next meeting agenda and discuss it thoroughly. It was agreed that as we do more things, more things will happen and more involvement will happen. We should utilize Facebook to get the word out. Michael Savage set up the email account and Dan Weed

**FOUR CORNERS REGION XI ICC
BOARD MEETING
Friday, March 2, 2018 – Moab, Utah**

said he would reach out to him for rights to it. Emphasis was again stated for the need for direction and activity of each of the committees.

- 4.3. Eric Miller questioned where our current Bylaws originated. With Michael Savage's help, a copy of the Bylaws from Region VII were obtained and an ad hoc committee used them as an outline to create our adopted Bylaws. Discussion ensued on whether we should propose a change to the Bylaws to say 'Facebook page' as a medium to distribute information and notifications. It was suggested that we use the phrase 'electronic media' in the Bylaws to keep the method flexible with future technological changes. Eric proceeded to establish an ad hoc Bylaw Change committee to address this and other possible changes that came up during the meeting. Dan Weed volunteered and was appointed as the Chair. Eric Miller and Randy Westacott also volunteered.

Possible Bylaws change as to when the new officers would be installed was discussed. Choices seem to currently be whether the new officers take office immediately after installment at the National ABM, or on January 1st as the Bylaws state. The minutes were read to determine what point we got to in the discussion at the meeting in Columbus. Presently the officers would be elected and sworn in at the National ABM, but they would take office January 1st. The date of swearing in doesn't really matter per Michael Savage. Tom suggested that this policy leaves the current chair and newly sworn-in chair in an odd position between the National ABM and January 1st, and suggested that the ad hoc committee propose a change to the Bylaws to state that the new officers take office immediately upon swearing in.

- 4.4. Awards Committee –

Volunteers were requested. Jack Judd volunteered to be the chair, with Brian Uthe and Brad Larson filling the remaining spots. Discussion continued as to the focus of the Award Committee.

- 4.5. It was generally agreed, and the committee chairs were directed, to have phone meetings in between the 2 general meetings to establish their focus and made decisions. We will establish a Region XI website or other electronic media to disseminate information and volunteers were requested. Brad Larson stated that updating websites can be costly and time consuming. It needs to be functioning and regularly updated, suggesting that we start with basic information on the website. We should set it up that anytime a new item is posted, a notification is automatically sent to the membership. This should apply to Facebook as well.

5. Unfinished Business

- 5.1. Mission Statement Review

Eric Miller requested input on the mission statement which he distributed. It was agreed that a mission statement which is simple and to the point – and short – is always more effective. Eric asked for a motion and vote today. Michael Savage made a motion to accept the mission statement; Jack Judd seconded; motion carries. Eric thanked those who served on the ad hoc committee.

Four Corners Region XI ICC Mission Statement:

**FOUR CORNERS REGION XI ICC
BOARD MEETING
Friday, March 2, 2018 – Moab, Utah**

Promoting the health, safety and welfare of all people, buildings and properties through quality code development, education, building inspection and code enforcement in a professional and ethical manner

6. New Business

- 6.1. Discussion regarding training to be held in conjunction with Region meetings with the proceeds to benefit the Region. Eric discussed that we receive as a Chapter a voucher from ICC each year. He discussed whether Region XI should sponsor education that will help benefit the chapter financially. It was discussed that for most jurisdictions it would be hard to justify any out of state travel, along with the issue of appearing to compete with local Chapters. Proposal that the vouchers should be used locally with each state being given the voucher on a 4-year rotating basis. Some Regions host a 2 day event with a barbeque and social in the evening. Since our Region includes such a large geographical area such events may be problematic. It was finally determined that the voucher should be given to the hosting state.

We then discussed what should be done with the 2 current vouchers in Eric's possession. Both expire on 12/31/2018. Suggestion that Utah and Colorado are each given one and they individually determine where they are to be used. The question whether vouchers are transferrable and not required to be used by Region XI. Michael Savage and Mark Gurule' confirmed they can be transferred to anyone. *Dan later requested on 4/3/18 to amend the minutes to show that the voucher received from ICC in 2017 was actually used by the Colorado Chapter for training for a class taught by Steve Thomas and was not available to transfer. He further stated that Steve Thomas does not teach in Colorado without charging a fee.*

A motion by Dan Weed to transfer the vouchers and any ensuing financial profit to Utah and Colorado for use by one of their local Chapters; seconded by Michael Savage; motion carries.

- 6.2. Communication between each Chapter's Point of Contact and scheduling the Region meeting as well as other events was discussed. Concern was raised regarding people who couldn't attend this meeting due to the Colorado training. Jeff Whitney stated we may want to consider scheduling the Region meeting a little later in year to avoid training conflicts. The first half of May was suggested. After discussion, conflicts with Chapter events may be unavoidable. It will be in Arizona next year. Brian Uthe was encouraged to determine a date and location to announce at the Richmond ABM in October.
- 6.3. Brief discussion as to the most advantageous locations for the Region meetings – whether a geographically-central area such as Farmington NM or Moab UT is better, or if holding them in an area located near a major airport is better. No more discussion occurred on this subject.
- 6.4. Question raised on how other States and Chapters are implementing the High School Program. Tom Peterson and Eric Miller attended a career fair in Utah. 9,000 students were in attendance. Dan Weed attended a construction career days in Colorado where the Chapters were involved. Hope Medina was involved with Building Futures, whose mission is to attract high school students, as well as nurture individuals starting a second career. She encouraged becoming a youth group leader. There were numerous companies and builders coordinating with this event. Activities occur throughout the state in the form of career fairs, speaking to students, information on how to build career. Many students were familiar with ICC and the certification requirements. There is a workshop next week, which includes technical training

FOUR CORNERS REGION XI ICC

BOARD MEETING

Friday, March 2, 2018 – Moab, Utah

programs. Hope stated that the parents of students mistakenly received this information and a lot of interest came from the parents due to that error. Jim Ellwood has and will continue to be involved with this program.

Jeff Whitney has worked with Utah State University to help introduce career opportunities in our industry in the Moab area. It which has been successful to be aligned with a college, especially in light of the CEU restrictions in Utah.

- 6.5. Discussion for dealing with State legislation that adversely affects our industry. We questioned effective ways to deal with this. In Utah many legislators are contractors and developers and seem to easily move forward on their purposes. Can the Region help us? Greg Wheeler stated that he didn't think Region XI will be much support for individual states. He believes that we must become involved individually, learning how legislators operate, best means to contact and influence them. He has had success in Colorado. Lobbyists can also be beneficial in creating contacts, and can help coach before testifying. He suggested that only 2 or 3 be designated to testify. The lobbyists know what to key in on in order to see early bill language, monitoring bills daily. They then call the Building Officials in affected districts to reach out to their legislators since they are unlikely to respond to someone from a national organization such as ICC. Legislators like to keep it within local control and result. We need to establish grass roots level involvement and maintain it. Legislators should be discouraged from creating unnecessary legislation for isolated events such as an individual house fire. Brad Larson agreed with Greg's comments. He stated that in Utah the legislature is heavy with developers and builders, therefore the legislative focus reflects that. In Nevada the legislature is heavy with educators. When fire marshals meet nationally, the most common theme was the struggle with ill-advised, self-serving legislation by home builders associations. Establishing communication and exchange of ideas through Facebook and other media will be best to provide individual and local support.

6.6. Building Safety Month

The Region XI proclamation has been completed. A copy will be send to Dave Nichols and to the membership in general. Dave and others attending encouraged participation on a local level.

6.7. Due date of membership fees

Dan Weed reviewed the standing of individual Chapters regarding membership dues. Brian Uthe said he would follow up with the Arizona Fire Marshals. Question as to when the due date be set for fees. Some chapters collect in March or May, some align with fiscal or calendar year budgets. It was determined that the Treasurer send the invoices during the first two weeks of January, with the due date being March 1st of each year.

Dan then asked whether those Chapters owing for the past years should be required to pay past due membership fees. Jack Judd thanked Dan for the outstanding job he has done and suggested that Dan be given discretion with Chapters individually on whether past due membership fees should be pursued. The group supported this suggestion.

Jack Judd made a motion to have the invoices sent out the first two (2) weeks of January and have membership fees due March first; Dan Weed seconded it; motion carries.

FOUR CORNERS REGION XI ICC
BOARD MEETING
Friday, March 2, 2018 – Moab, Utah

6.8. Jack Judd notified us that Roger Brooks recently passed away. He was most recently at Wildan, but also at Tucson and Phoenix. He had been very involved with our industry. The Arizona Chapter is dedicating the next newsletter to Roger's memory.

7. Adjournment

7.1. Moved and seconded.