**Conducting:** Brian Uthe, Region Chair

Present:

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| Tom PetersonDan WeedMike EckhoffDave NicholsBrian UtheJohn FarmerGeorge Reid | Cathryn NelsonJack JuddSharon BonesteelRandy WestacottGary GoodellDavid Tyree |

Attending remotely:

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| Derrick ChildersEric MillerKara GerczynskiSteve BenchJeff Senseney |  |

**Minutes By:** Cathryn Nelson

**Date:**  Friday, March 22, 2019

**Location:** Tempe Mission Palms Hotel & Conference Center, 60 E 5th St, Tempe, AZ 85281, Joshua Tree Room

1. **Welcome**: Brian Uthe welcomed everyone had attendees introduce themselves. He thanked Sharon and Tonya with Salt River Project (SRP) for scheduling, hosting and providing breakfast for the training. Tonya presented the history of SRP and Sharon provided a ‘Safety Minute’ – there is nothing you can say on your phone important enough to make it worthwhile to use the device while driving. You are our most important asset.
2. **Proclamation for Building Safety Month 2019:** Proclamation was completed, signed and will be posted on the ICC website.
3. **Roll Call & Quorum Verification:** Quorum was verified. Motion made to approve the minutes for the October 21, 2018 meeting in Richmond, Virginia by Randy Westacott; second by Dan Weed; motion carries.
4. **Treasurer’s Report**
	1. Report:Dan Weed
		1. Dan reviewed item by item the profit and loss budget and the balance sheet which was discussed at the Executive Council meeting held in Tempe the night before on 3/21/19. He explained the fraud issue, which has been resolved with no negative impact to the budget. Explanation of the apparel line item which is an in-and-out fund to order and disburse clothing orders. Invoices to each of the 17 Chapters were sent in January. He will resend the invoices to the unpaid Chapters as a reminder. QuickBooks invoices require acceptance of invoice or it will be moved to junk mail. Each Chapter contact will need to contact IT departments to accept the email. Motion was made by Randy Westacott to accept the Treasurer’s Report; second by Jack Judd; motion carries.
		2. We can accept Pay Pal and credit cards (with a 3% charge).
	2. 2019 Budget approval
		1. This approval occurred last night at the Executive Council meeting, but Dan wanted the general membership to review the proposed budget. The designation of 501c6 has not yet been filed with the IRS. We will need to work with an accountant to apply for this status. The cost will be about $1000.00 and the deadline to apply is the end of this year. 501c6 will make us tax exempt and allow us to have involvement legislatively, such as hiring a lobbyist. Tom Peterson has volunteered to work on this assignment. The Board increased the Awards Committee budget to $300, and increased Flower and Gifts to $300. Motion to approve the budget as presented made by Randy Westacott; second by Jeff Senseney; motion carries.
5. **Committee Reports**
	1. ICC: Tom Peterson and Dave Nichols
		1. Tom provided an ICC report.
			1. Tom asked if everyone had completed the survey to allow online voting for business at the ABM’s. Concern was voiced regarding security, block voting and voting more than once on multiple devices. Discussion will continue to ensure voting will be valid. President Bryant believes this is the direction we need to go. An Ad Hoc Committee has been formed. Concern was raised that this would create a disincentive for jurisdictions to budget sending individuals in person to the ABM’s since they can vote remotely. Concern that face to face conversations will be degraded, removing personal contact. Code hearings will still continue using cdpACCESS. Concerns about technology providing real-time results. Tom requested feedback and official positions from the Region and each Chapter. Code hearings have shifted to fewer Building Officials, and hired consultants who have large enough budgets to attend. Tom questioned whether voting on code changes will be the same people who then vote on business meeting items.
			2. Tom explained a proposal to have each Region elect/appoint a representative from their Region to serve on the ICC Board. There would be 11 Board Members (one from each Region) and 3 At-Large Members. It was voiced that this organizational change should provide a broad-spectrum to help move the direction of the ICC. Tom will provide a summary of these questions that Cathryn will forward to each Chapter and to the Region. This discussion is just getting started. The report from the Ad Hoc committee will be presented to the ICC Board in April.
			3. Tom also announced the hearings in Albuquerque in April. He suggested that all those attending should try to get together as a Region for dinner.
		2. Dave reviewed the monthly Chapter update. The ICC Board decided to extend the Governmental Member Voting validation to 3 years. Membership Councils will meet in Albuquerque and participation is encouraged. Additional resources are available for code adoption through the Governmental Relations Department. There is work occurring in states that haven’t adopted the IPC or other model ICC codes. We will now be able to print CEU certificates, ICC courses and preferred providers from computers. President Bryant’s strategic planning to hire a 3rd party to help steer our ship to 2025. The goal is to make sure we are heading in the right direction. ICC has purchased the company General Codes which focuses in land use/zoning codifying. This company provides electronic version of those codes. The Supreme Court is considering legislation to require that codes be available free on the ICC website, which will greatly affect ICC with loss of revenue collected from purchasing code books.
	2. Regional Structure Committee: Randy Westacott, Chair
		1. Randy reported that our Bylaws needed a lot more work as was evident at the meeting in Richmond. He referred to the Bylaws discussion as “toothpicks in the eyes”. Dan Weed, Kara Gerczynski, Steve Bench and Randy met and provided a proposed draft. A digital copy will be sent to the general membership. Randy and the Committee are recommending changes. They will request feedback prior to the meeting in Clark County. The deadline for feedback will be June 30th. Proposed changes will allow flexibility when it makes sense to have. Our Facebook page is available but not highly active. If someone is passionate about managing it Randy welcomes involvement. There may need to be rules created for the page. Derrick Childers questioned current Bylaws that cause significant restrictions regarding code change. The Code Review Committee feels that their hands are tied and as written now don’t serve the Region well. A proposed change reduced the number of days required to post a code change proposal from 60 to 10. It was felt that with electronic communication, 10 days provided enough notification. Randy asked for feedback from the Code Review Committee.
	3. Code Review Committee: Derrick Childers, Chair
		1. Derrick stated suggestions for Code Changes are still being submitted to the committee. We discussed whether the committee can publish the position of the Region without going to a public meeting as stated in the Bylaws. It becomes impossible to collect support from every Chapter. Public meeting definition could include a Go-To-Meeting or other electronic means to make the process less cumbersome. It was determined interpreting a definition of a ‘public meeting’ was not modifying the Bylaws and therefore could be decided in this meeting. Since the Bylaws allows Go-To-Meeting-type meetings with reference to ‘electronic means’ we determined we could take action on this discussion. It was determined that the Code Review Committee could collect feedback, then publish a Statement of Findings to be distributed does not violate the Bylaws as currently written. Randy Westacott made a motion that for fiscal year 2019, adequate notice for public meetings is 7 calendar days; Dan Weed 2nd; motion carries.
	4. Awards Committee: Jack Judd, Chair
		1. Jack notified us that this would be his last meeting as he was going to make his retirement official. Up till now he has served even after retiring from his jurisdiction. Appreciation was expressed for his many years of service with our organization and other ICC groups he has worked with. He stated that Ray LaHaye of Payson, Arizona will take his place. He will coordinate with Ray through the transition. Jack suggested the need for the committee to create a draft of guidelines or a policy governing bestowal of Region Awards.
	5. Document Storage: Dan Weed
		1. Dan reviewed how to view documents on the Google drive created for the Region. Access Google.com, sign in there with Region user name and password. Google apps on far right side triangle “drive”. He showed all the folders that are or can be filled with documents. Access is only available to the Executive Council to enable members to request specific documents from the Council. Mike Eckhoff stated that a website can easily be created from Google Sites. He volunteered to help with it.
	6. Education Voucher
		1. Dan discussed using these meetings to include education, which provides better justification for travel. Brian Uthe will discuss this suggestion with Vice Chair Steve Rinaldi. There was a suggestion to do ‘cracker barrel’ type training, where booths are set up providing training on multiple hot topics. This type of training is more informal.
6. **New Business**
	1. Installation of directors and officers
		1. No new officers were present so this item was tabled until the Clark County training. Steve Rinaldi will be present at the Albuquerque hearing and could be sworn in there. Brian will make arrangements for the swearing in.
	2. Election/Appointment of Treasurer
		1. Dan notified us that Samantha Everett, Building Official of Loveland, Colorado expressed in interest in being appointed as Treasurer. Dan will work with her to make the transition. He will notify Steve Rinaldi. Quick Books online was discussed. There will be a charge to use, but may be worth considering. He suggested this to be a future agenda item along with purchasing a Region Computer. As we grow we may need to look at alternate systems.
7. **Old Business:**
	1. Future agenda items
		1. Point of Contact list will be updated. This provides a list of names for a ‘Point of Contact’ with each Chapter within the Region who is designated to distribute information and announcements from the Region.
		2. Discussion regarding following the procedure provided for in the Bylaws. If a voting member is not in attendance at any meeting, they can designate a proxy to vote in their stead. An announcement must be provided to the Chair in advance.
		3. Tom Peterson requested support as he runs for the ICC Board for a 2nd term. Eric Miller made a motion to provide a letter of support; Dan Weed second; motion carries. Appreciation was expressed to Tom for his leadership and representation for the Region and each Chapter.
8. **Next Meeting:**
	1. ICC Annual Conference in Clark County, NV Sunday, October 20th
	2. Date, time and location of next meeting in New Mexico: Stephen Rinaldi – this item was tabled until the ABM in Clark County, or earlier if possible.
9. **Adjournment:** Randy Westacott made motion; Dan Weed second; motion carries.
10. **Training**: Energy Storage Safety – Presented by Sharon Bonesteel, AIA, CBO – Salt River Project.