

Colorado Chapter, Inc. of the International Code Council

Post Office Box 961, Arvada Colorado 80001
www.coloradochaptericc.org



Colorado Chapter ICC Board Retreat/Orientation 2011

Boettcher Mansion

900 Colorow Rd, Golden, CO 80401

Thursday, February 17, 2011

Board Orientation: 8:30am – 11:00am (Separate Draft Agenda Attached)

OFFICERS

President
SHAUNNA MOZINGO
Cherry Hills Village

1st Vice President
GIL ROSSMILLER
Town of Parker

2nd Vice President
ANDY BLAKE
Morgan County

Secretary
JANINE SNYDER
Town of Frisco

Treasurer
DAN WEED
Town of Castle Rock

DIRECTORS

MATT ARCHER
Douglas County

MARK GURULE
Pueblo Regional

MIKE JONES
Town of Louisville

MIKE METHANY
City of Aspen

KIRK NAGLE
City of Arvada

PAST PRESIDENT

STEPHEN KANIPE
City of Aspen

Board Retreat/Board Meeting:

Call to order 12:07 pm

1. Working Lunch: 11:30-12:45

Roll Call

All present w/ exception of Dan Weed and Mike Jones

Also present: Barb Kuettel, JD Potter, Tom Meyers, Dan Nickle, Gerry George, Becky Baker, Jim Thelen, Dave Horras

Schedule of events

****Confirm meeting dates and locations June 11 Girl Scouts, March 7 Added ICC council, January 3, Group A Code Change Deadline, Becky will change and get to webmaster. Shaunna asked IGCC meetings, April 20 Denver, IGCC Roadshow June 22, Becky sees a possible conflict with IGCC Roadshow and CML conference. Becky will get dates updated and confirm with Mike Colucci. When Tim Pate gets the code change meetings scheduled they will be posted.**

****Confirm Charity Events, dates and projects – Confirmed with Dan Nickle and Mark Gurule.**

Mark Gurule would like to propose getting together a scholarship fund for the chapter and possibly present the scholarship to a student at the ABM Becky Baker reiterated that this type of a scholarship would benefit only an individual person, and that is not in the scope of our mission statement.

Kirk Nagle, Habitat for Humanity always needs groups to help – possibly get with schools to get credit for students that help with builds.

Stephen Kanipe suggested a mentorship program in association with the colleges in the code enforcement or building code administration fields. Red Rocks and CMC both have programs. Kirk Nagle suggested getting code books to the colleges. Stephen Kanipe, make it more specific to what we do – consider mentorship to encourage some to take building inspector or plans examiner certification tests – something that may pay more dividends to our industry. Kirk Nagle suggested that maybe we speak with ICC on discounting the cost of the test for a student. Becky Baker thought that it wasn't probable through ICC, but suggested that after they pass the test we give them 50.00 to help defer the cost of the exam. All of these ideas could be incorporated into a mentoring program. Shaunna Mozingo suggested that we help them apply for ICC scholarships and study for tests, etc... Stephen Kanipe will explore more with CMC.

The Colorado Chapter of the International Code Council is dedicated to the improvement of building safety, by promoting and improving the International Codes, educating the building industry, public and our membership, and providing mutual aid to building professionals.

Mark Gurule has volunteered to look into the possibility of the programs and will report back. Becky Baker reiterated that it needed to touch many not just individuals. Gil Rossmiller spoke about the aspect of a program vs individual. Stephen Kanipe will explore more with CMC. Kirk Nagle thought that this should be an extension of the Public Relations, possibly offer classes, he will look into it w/ Habitat for Humanity. Becky Baker mentioned that Dave Horras will have a booth up at Habitat for Humanity.

****IGCC Collaboration Denver Meeting – Gil Rossmiller, April 20**

We will host this meeting, DOE is holding another one two days before ours based on energy. 1200 total changes to version 2. Not supporting it one way or the other, just providing a venue for the neutral feel. This is held after the April Chapter meeting which is the mock code change meeting. This process was started with the energy code, and now it is accepted as part of the process. This has speeded up the code change hearings substantially. Gil Rossmiller will send out a blast.

ICC/IGCC Kickoff Meeting – Becky Baker

ICC is hitting several areas across the country to promote IGCC. We have realized June 22 is not a good day with the CML conference. The morning will be for the administrators, and the afternoon for the code officials. 13 and 15 persons on each committee respectively, two people from Colorado on each committee. Becky Baker will get ahold of Dave Nichols.

Kirk Nagle brought up the fact that the inspectors and plans examiners don't get to attend the chapter meetings during the week, maybe we should consider two Saturdays a year on a ½ day meeting. Gil Rossmiller thought that we should broadcast the Thursday night meeting so that other people could attend and find out what's happening on the Board. Have an open session at the beginning of the meeting an rsvp would be required so that we had the appropriate space. Make it as part of the announcement, BOD has dinner early and then gets everyone there for the meeting. Shaunna Mozingo asked if we want to try that for the April meeting. Everyone agreed. Also consider a Sat meeting – Code Hall Meeting. The consensus is to keep everything the way it is, and then if we get a bunch of rsvp's then we adjust the meeting program from there.

2. Guest Speaker: 1:00-3:00 (Power 30 Training) “Keeping the Old, Allowing the New, Meeting in the middle”

3. Committee Appointments – Board and Officers 3:15 – 4:00

**Review of current and proposed Chairs and members – Mike Metheny holds the matrix – chairs Code Change Tom & Tim, Dan Weed Corporate Affairs, Education & Public Relations Dave Horras, Awards Gerry George, Program Andy Blake, Contractor Regulation & Legislative Greg Wheeler, Disaster Mitigation Larry Trumble, Past Presidents Tom Thompson, Website Shaunna Mozingo, Storage/Historical Gerry George, Standardization Russ Heckle, Newsletter Andy, Membership Mike Metheny in Training

** Newsletters/Website – Combine to form one communications committee – Tom Meyers spoke about the Chapter Blog, for Shaunna Mozingo to be able to get information out to the public. One article a month or week, linked in with the website. Potentially the members can comment on the blog, monitored by Shaunna Mozingo. The other advantage to that is the communication linkage era. This can then be posted on Shaunna Mozingo's face book page. It only costs time, no money. Mike Metheny would like to make a motion “to change the newsletter to the

communications committee". Kirk Nagle seconded. After discussion, Mike Metheny amended his motion "to change the newsletter & website to the communications committee". Kirk Nagle seconded. to change the newsletter & website to communications committee. Discussion: Tom Meyers is asking for the committee to explore how to communicate with the membership. Vote – unanimous

**Treasure Position Update – Tom Meyers, Nomination committee recommends Andy Blake for the position for the 2012 Treasurer

**Treasure Report – Dan Weed presented the treasurer's report. 323 paid members currently – deadline March 31.

Committee Reports

Code Change – Tom Meyers reported that we will be meeting on IGCC points over the next month. We will be sending out an email in regard to the matching funds application for the ICC Code of Honor Scholarship deadline on February 25th.

Corporate Affairs & Bylaws – Shaunna Mazingo had 110 people respond to the bylaw amendments. 110 votes unanimous to approve the bylaws as submitted to the membership.

Education – Dave Horras reported that there would be no additional parking across the street from the Marriott and encouraged carpooling or alternate means of transportation. The ICC book store will have to charge sales tax this year if you have not submitted your tax exempt certificate to ICC, or unless you provide a copy of the tax exempt certificate when you purchase. Numbers were down enough last year so that parking was not an issue without any parking across the street. This year should be about the same. Tuesday and Wednesday are the biggest days this year. ICC Education Committee has a new director Dave Dufrain. Rick Weiland stated that the training and education department is changing curriculum, classes and instructors. ICC (strategic) Plan results are focused on content/delivery, course development, instructors and to improve ICC training opportunities with core membership by reducing the trend of chapters using home grown or non ICC instructors. Dave Horras asked Dave Dufrain where this came from, and he stated that it is ICC's goal to get rid of non ICC trainers to protect the integrity of the ceu's. Dave Horras thinks that this is the opportunity to get him out here during the education institute week. Jim Thelen asked if all the other education institutes used all ICC instructors. Dave Horras stated that not that he knew of. Stephen Kanipe stated that it came up when he was the program chair and they got approval from ICC for the way we get our ceu's .1 for every 1 hour back in 2003 and ICC was paying attention to what we were doing then for what it's worth. Dave Horras stated that how this would all happen at the level of the strategic plan wasn't laid out yet.

Program – Andy Blake reported that the course path tomorrow with state agencies has 92 attendees, April - Mike Jones will be the next host in Louisville - a mock code hearing. June - Kim Calamino HBA – Sustainable Construction. August - Andy Blake Morgan County - Decks and Fenestration products on the first day with straw bale, chicken wire and alternative construction materials on the second day. October - Delta needs program content. 2012 is starting to get booked, so if you want a meeting in 2012 you need to get ahold of Andy immediately! Remember, there is no cost to jurisdiction. Mark Gurule will have October 2012. Castle Rock in June 2012.

Awards – No Report

Contractor Registration – Becky Baker reported that she has had the discussion with ICC on the additional required references. The ACI manual is an "or " to have it.

ICC has modified the handout to include both the 2006 and 2009 editions. The tests will be moving to the 2009 after the industry has been given adequate notice.

Disaster Mitigation – No Report

Legislative – No Report

Membership – Mike Metheny – March 31st is the deadline to get your dues in.

Newsletter/Communications – Andy Blake is almost done with the newsletter, the website is changing and Shaunna Mazingo is working with Mike Colucci to get it updated, Tom Meyers is working on the blog page and it is looking pretty cool.

Past Presidents – Stephen Kanipe is one! Shaunna Mazingo presented the past presidents plaque. Shaunna Mazingo has been meeting with them a lot and it has been great! Lots of history, we will be sitting down to a lunch on president's day.

PR - No Report

Standardization – Mark Gurule - Standardization guides are posted on the website based on the 2009. Drawing plans for residential plan review is next, will have a display board at the educational institute this year and we would like volunteers to man that booth on Wednesday, 1 hour in the morning and during lunch for questions. Dan Weed asked, if the committee would consider a hand out on photo voltaic arrays. They had discussed it and will consider it further.

Storage/ Historical – No Report

LIASON REPROTS:

ICC Report – No Report

CAPT – No Report

CML - No Report

CAPMO – Becky Baker reported that for the May meeting she is trying to set it up so that the membership can watch the webcast of the code hearings. Sam Dardano has retired from the City of Boulder he received Burl Wallace Award at the last CAPMO meeting. Sam Dardano has requested that he be allowed to take a minute to thank the chapter tomorrow at the meeting.

FMAC- No Report

4. Chapter outreach, communication and member support 4:00 – 5:00

Past Presidents – Shaunna Mazingo has been meeting with them and trying to keep them involved. Would like to have suggestions from them to keep them active and let them know that they are appreciated. Jim Thelen has seen a lot of change and thinks that you have started a great tradition in bringing new board members in and getting them up to speed. He feels that there has been some tradition that has been lost like when the summer meetings were devoted to the mountains and were family affairs with the picnics, Denver meetings were either legislative or CML, and that the whole idea of traveling around the state has been lost. Multiple two day meetings, and three one day meetings. Jim Thelen thinks that we need to be going to the west more. On the other hand, the other changes have been great to improve communications and as a board being more involved with the decisions now, and that is very refreshing. Jim Thelen wanted to reiterate that the past presidents place is to provide encouragement and for the current board to draw on their experience. Don't give them (the past presidents) too much to do.. They like what Shaunna is doing on the president's end. Steve Byer commented that monetary demands are

harder on jurisdictions now, and the technology part is playing a big part in that outreach to jurisdictions. We are now reaching out to those areas that couldn't attend in the past. Part of it is a mentoring thing, and inviting that new person and helping people out. Keep getting more people involved. Jim Thelen stated that you have to look at the fact that we have created spin-offs of our chapter. It is very important that we make sure that we have the one chapter in Colorado and not isolate them so that we have 4 separate chapters. The biggest sin that could happen is to have splinter groups and not one chapter. JD Potter remembers when 6-7 years ago and we had to go through the directory to try to find people to be on the board. The last 3 years we have had a hard time choosing from the large group of people who want to be a part of the Board. Kirk Nagle and Dan Weed thanked the past presidents for their legacy and input.

Honorary Members – No Report, Gerry George is updating that.

CAPT- Shaunna Mazingo asked for ideas in helping CAPT – we realize that it is hard for them to get out of the office. Dan Weed signed up his two permit techs, they only have two meetings a year. CAPT has board meetings more often, but without participation they can't have more meetings. Letting those folks out of the office is tough since it is the hardest position to backfill. Shaunna Mazingo said they their biggest problem is that to have a speaker or presenter they have to be paid. Shaunna Mazingo suggested that we need to reach out and speak at their meetings. Dan Weed asked about what they want to hear? Shaunna Mazingo said they want to hear about the code things, working with each other and the building officials. They have their best attendances when they have code topics. They had a show and tell with construction materials and it was a great meeting. Gil Rossmiller stated that we have way too much talent for them to have to pay for instructors. Dan Weed suggested that it starts with us to get our people there and maybe the CBO shows up with them. Steve Byer stated that he covers for the tech so that they can go, so that might not be a viable solution. JD Potter asked how they are notifying the membership. JD Potter asked that the building official get those meeting notices so that we can arrange to have coverage to have the tech go to the meeting. Becky Baker will separate out the Class A members and get that out.

CAPMO – Organization needs meeting presenters, well attended meetings, but two people are doing all the work. We need to help them grow and look at some succession. They need plumbing classes. Becky suggested board development with this board.

FMAC – Dan Weed attended the Evergreen meeting last month. It was a great speaker about fire alarm panels and phone line connections. At the end of the meeting Dan Weed was approached to have both of our organizations meetings posted so that we can attend the other organizations meeting. Andy Blake got a hold of their program chair and has exchanged calendars. Dan Weed updated on the monetary support the chapter gave to FMAC for the sprinkler class.

Outreach – Dan Weed suggested that stopping by the other building department offices and organization meetings to make that contact to get them involved. Western Colorado Code Officials group, Southern Colorado Building Officials, Delta, Mountain Building Officials, Northern Colorado Building Officials. Kirk Nagle thought about a scholarship program to bring some of these people from these areas. Becky Baker stated that a lot of these meetings are lunch meetings. Janine Snyder & Dan Weed suggested going to neighboring jurisdictions and Shaunna Mazingo recommended connecting them to the blog, newsletter, website.... Matt Archer wondered if there was a standing invitation to the other organizations to attend our meetings free. Dan Weed stated that we should get the program chairs for all the other organizations CAPT, CAPMO, FMAC and that they all get our meeting

announcements. Matt Archer also wandered about the electricians groups. Shaunna Mozingo stated that we had no liaison and that we were open to that for all the electrical organizations. Steve Byer stated that the disconnect might be due to the fact that ICC does not have an electrical code. Matt Archer stated that IAEI has an electrical class specifically right after the educational institute.

Fire Sprinkler Preparation, 2013 is rapidly approaching – Becky Baker stated that the task force has gone dormant for awhile and Mike Delafano has picked it back up. Becky indicated that we need to consider adding training on that. There is a meeting after the educational institute for rule making for the installers. The rule making is not complete and is still supposed to begin in July. Steve Byer asked about the legislative action. Becky Baker said there was a strike through and that it may not make it through the house. Plumbers will be able to install with the ICC exams. Dan Weed and JD Potter are having trouble getting the infrastructure with the parties to get it together. JD Potter is to the point of having it taken out. Dan Weed suggested a list of things (technical) that it is going to take to get started. Becky Baker stated that the political is a whole other discussion and she wants to start that discussion this year.

Energy Code Support Partnership Shaunna Mozingo said the program is up and running and they will call and meet with you to see where you are on the program. Shaunna Mozingo requests a ½ hour to touch base and see where you are at with the energy codes. They want to focus and pin point the trainings to the needs of the jurisdiction. Gil Rossmiller stated that they have created a questionnaire because the state needs certain information. Bottom line, they need to know what would benefit your jurisdiction the most... Talking to the HBA, Manual J's, insulation, complex commercial HVAC system... Robbie Schwartz, Gil Rossmiller, Shaunna Mozingo, Steve Thomas, Tom Meyers as instructors 8-12 hours of training will be available. Jurisdictions will need to provide space. Please take the time and figure out what the biggest bang for the buck is in your area. They have to contact 100 jurisdictions by April.

5. Working Dinner 5:00 – 6:00

Policies – Chapter issues – Shaunna Mozingo are there any policies and procedure manuals that need to be addressed. No additional manuals needed.

By-law Change Results Passed unanimously with 110 votes.

Budget talks (BRIEFLY) Dan Weed brought up that the Disaster Mitigation committee wanted 1000.00, however nothing was budgeted.

CDEM/CC ICC MOU – Larry stated that it was signed sealed delivered this morning.

Candidates for ICC Board of Directors – There is an at large position opening. Becky was interested but needs a couple more weeks before she will know who her last commissioner is. We may want to hold up a couple of weeks to determine if we are submitting someone. Steve Thomas is kind of interested. We have until August, but it all starts long before that. Mike Metheny feels that it is just too early right now. Steve Thomas will give us a commitment before April. Dan Weed also asked what kind of financial help we want to commit to have someone from our Chapter to run for the Board. If we would support (John Darnell - State of Washington and Patrick Parsley - Florida) it would be for that Secretary/Treasurer position. Shaunna Mozingo wanted to know if it would be responsible for us to support one or the other. Becky Baker thinks we should wait until after April. Mike Metheny suggested that we think about the reciprocity of our future candidates.

6. New Business: (Reserved this space for items which require motions/votes)

Adhoc Budget Committee - Nomination committee suggested this, however they were not able to be present at this time during the discussion. Barb Kuettel stated that we needed to talk to Gerry George. We will get with them before the next meeting. It was more looking for an outside advisor for our financial choices in regard to our savings accounts.

Review and revise 2011 goals –

Short Term Goals –

Regionalism – Dan Nickle explained that we are in Region 11 Section C - the fact that we are not active in 11 and that we like to do things our way. Region 11 includes New Mexico, Arizona and Utah with Colorado. Every year they try to get us to form a Regional chapter, Shaunna Mozingo, Mike Metheny and Dan Weed went to the big meeting in Durango. Resources that the state gives the local chapter would go to the regional chapter so the local chapter loses. The discussion was that we can still network with the other states just not create a new chapter. Steve Byer stated that this was good for states and regions that did not have strong chapters where we all did with the exception of New Mexico. The other three states did not want to take away from Colorado. The proposal for the four states in that region to put together a joint website came out of that meeting. The decision was made to do that independently of ICC. Mike Metheny suggested that we table this goal or move it to ongoing. Moved to ongoing.

Building Safety Week Proclamation – Changed to Building Safety Month. Becky Baker wanted to know if Shaunna Mozingo wanted a Colorado flag or US flag. Shaunna Mozingo indicated that she would like a Colorado flag. With the change of Gov. Ritter to Gov. Hickenlooper it may take a little longer. Moved to Ongoing - Leslie Carpenter (Jefferson County) does it every year.

Retention Archiving and Storing Historic Records – Put a concerted effort to bring everything together. Get everything in a common place. Chapter Website under Historic done by Tim Pate. Moved to Ongoing.

Policy and Procedure Manuals for Board Members – We have a manual for the President, Program, Treasurer and Membership. It originally was intended for all the different committees. Barb Kuettel thinks that this needs to be updated and should stay as ongoing. Keep it in Ongoing.

Continue outreach to public and elected officials – Dan Weed recommended we invite public officials to our chapter meetings. Dave Horras stated that the Ed Institute used to have classes for elected officials, we might want to start that up again. Visit having this class again.

Develop Special Inspection Program – Stephen Kanipe stated that Steve Thomas is working with an engineering company in Denver still and he is still optimistic. You can either press the issue making it a short term goal or let it drop off the list. Mike Metheny mentioned that it was discussed as an adhoc committee at one point. Does it need to be redefined? Dan Weed suggested that we have it as a topic at Castle Rock's meeting. Leave it in Long Range and define it.

Maintain relationships with Architect / Engineers Board – Patrick Buckley hopes that we have someone else on it after this year. Please start thinking about it. Steve Byer stated that we need to have these state agency meetings every couple of years. Shaunna Mozingo is working with them on AIA credits. Leave in Ongoing.

Set up Adhoc Committee to set up educational institute for exhibitor's policy. Becky hasn't heard Leslie talk about it yet. The purpose is to determine formal policy for exhibitors at the educational institute. Gil thought it was more who would take over when Jim was done, and what the criteria and procedures are. Leave in Short term.

Setup mentoring program for current committee chairs and policies. This came about when people were ready to leave and how to turn over the reins to the next chair. Asked the chairs to mentor a next person in line. Leave at Ongoing.

Hosting National ABM – We got passed by and it is remote at best. Becky Baker recommended holding a board meeting here.

Committee Chairs need to delegate – If you are a committee chair share the responsibility so that the next person can carry on.

Increase chapter membership and meeting attendance – Dan Weed suggested that we include a membership form in the registration packet. We give a quick spiel right before the raffle each day. Dave Horras asked that the board members man the booth. Gil Rossmiller suggested that we mail an app with the ceu's. Dave Horras said that if you are trying to get apps in the hands of all the attendees than get them in with the ceu mailing letter. Moved to Short-term ongoing.

State wide code adoption – Energy and Plumbing. Off the list – accomplished.

Retention Archiving – clean up the storage shed. Direct Gerry to get it done!

LONG RANGE: Do we have any new goals:

Dan Weed would like to have a plan for the Beryl Wallace Award. This is an individual thing that has to be done. Approach the committee with an application.

Dan Nickle – obtain at least two of the existing goals this year, and if a goal has been on there for 3 years either accomplish it with a deadline or get rid of them. Kirk Nagle stated that if we all get the list of goals, we need to set dates otherwise they won't get done. Shaunna Mazingo will send it to us so we can go over them and discuss at the April meeting.

Dan Weed wanted to say thank you for getting a treasurer in training.

8. Unfinished Business

9. Adjourn

Janine Snyder made a motion to adjourn. Seconded by Mike Metheny at 7:20 pm