



**International Code Council
Professional Development Council**

**May 21st, 2017
Arlington, TX
01:00pm CT
Hilton-Capitol 2**

PDC Chair: Nancy Springer

ICC Board Liaison: Cindy Davis

CC Members	EC Members
Abdulahakim Bayyoud	Michael Boso
Gerard Cattani	John Delesandro
Rick Hopkins	Dave Horras
Ken Morong	James Lake
Lance Simms	Sean Reid
Autumn Wollmann	

ICC Staff: Mark Johnson
Tracy Lendi
Hamid Naderi
Michelle Porter
~~Allison Street~~
Casey Thomas

MINUTES

1. Call to Order

The meeting was called to order by the Professional Development Council Chair, Nancy Springer, at 01:08pm CT.

2. Roll Call

Ms. Springer asked Casey Thomas, Executive Assistant, to call roll. Rick Hopkins of the Certification Committee and James Lake of the Education Committee along with Allison Street, Manager of Training and Education, were absent. A quorum was present. ICC Board of Directors Vice-President, Jay Elbettar, was also present.

3. Approval of Agenda

PDC Chair, Nancy Springer asked that an amendment be made to the Agenda. She asked that federal grants for training be added to Other Business. Ms. Autumn Wollmann motioned to approve the Agenda. Mr. Sean Reid seconded. Agenda approved as amended, no discussion.

4. Approval of Minutes

- December 2nd, 2016 Meeting

Mr. John Delesandro motioned to approve the Minutes. Ms. Wollmann seconded. Minutes approved.

5. Certification Committee Update

Ms. Springer asked Ms. Wollmann, Certification Committee Chair, to update the Council on the activities of the Certification Committee from that morning. The CC discussed the name change of the Internet-Based Testing or IBT to PRONTO (Proctored Remote Online Testing Option). The new assessment center, which will include PRONTO, will be launched in August. The Certification Rules of Procedure were discussed at length. Changes were made to the appeal, complaint and accreditation processes. Complaint vs. appeal was discussed since this is a gray area. ICC staff will present a definition of both for inclusion in the Rules. A draft will be submitted to the CC for review in the July Teleconference. One of the biggest issues is that for accreditation, the appeals committee cannot be the committee that drafted the rules in the first place. It is recommended that the CC establish an appeals body and the EC appeals process should mirror the CC process; CP-45 will have to be amended as well.

Preferred Providers requested their study guides/quiz questions be applicable for earning CEUs. It was determined that they must be reviewed at length to ensure the guides have educational content and are not just for passing tests. To be consistent, ICC T & E must add more educational content to our own quizzes/guides to strengthen them with a training component in order to demand the same from the Preferred Providers. ICC will provide language to the CC for approval. Finally, the CC discussed state certification reciprocity. There will be a focus group to look at it and ensure that full reciprocity doesn't interfere with future accreditation of the ICC program.

6. Education Committee Update

Ms. Springer asked John Delesandro, Education Committee Chair, to update the Council on the activities of the Education Committee from that morning. Mr. Delesandro reviewed what the EC covered earlier. The EC reviewed ICC University, which will tentative roll out on June 8th. The current Preferred Provider stats were also reviewed. Mr. Hamid Naderi, Sr. Vice President of Product Development, went over the stats with the group at large and explained that a large number apply but do not complete the process. ICC staff is in the process of following up with those that did not complete the process. If need be, after a couple of attempts, the EC will step in to contact them and see if they can garner a response. There will be an online meeting in June for all of the PPs for ICC staff to address any concerns or questions.

Neville Pereira from the Building Membership Council Higher Education Committee addressed the EC about the current efforts to create accredited building industry curriculum in colleges and universities. They have scaled back from pursuing 2 or 4 year college degree programs. Instead, they will focus on making course framework for code enforcement leadership as an

add-on to existing construction management programs. As of right now, the BOMC Education Committee is reviewing what that course framework should look like.

The EC also reviewed the work plan, which outlines ongoing activities and Mr. Delesandro asked the EC to review it to see what can be deleted and what should be added. One focus will be the audit process for ICC instructors.

7. Appeals Process for Preferred Provider Courses

-Status on completion of CC Appeals Process

This was touched upon in the Certification Committee update.

8. Other Business

-Sustainability Membership Council Request

The Sustainability Membership Council steering committee joined the meeting. Maureen Guttman, Chair of the Sustainability Membership Council, addressed the PDC to request a Certified Sustainability Professional designation. The designation would be comprised of 1) combination designation (CBO, CFM, MCP, AIA, PE) plus CALGreen OR one ICC energy certification plus one ICC green designation. Discussion ensued regarding CALGreen but since it includes residential and commercial as well as green and energy it was deemed to comply. Questions were also asked about ICC-700 certification as a component; it was explained that intention of the designation was to use ICC certifications. Ms. Wollmann made the motion to accept the Certified Suitability Professional designation as outlined above. Mr. Sean Reid seconded. Motion Approved unanimously.

-ABM Education Tracks Update

Dr. Tracy Lendi, Vice President of Training and Education, briefly went over the minor change to the education program for the Annual Business Meeting. One of the presenters had to bow out and the timeslot will be filled in with a HUD presentation.

-ABM Meeting/Booth

Discussion was had as to whether or not there should be a full PDC meeting at the ABM this year. Mark Johnson, Executive Vice President & Director of Business Development, explained that there are a lot of time and budget constraints to having a meeting at the ABM. Therefore, to act as representatives and help out with the education tracks, the PDC Chair, the CC Chair and Vice-Chair and the Education Committee Chair and Vice-Chair will have the option of attending this year. The feasibility of a full PDC meeting will be reviewed for next year's conference.

-Social Media/Website

The PDC Minutes are now up on the website. PDC Members are encouraged to take pictures and outline events and working through the Chairs and staff liaison have events and promotions posted to the website.

-Federal Grant Funding for Training

None of the members had any information on any available grants. Ms. Springer reminded the Council that this is something to look into and look out for in the future.

-Next Meeting

There will be a PDC update at the next BOD meeting in July. The CC will have a conference call in July to review the Rules of Procedure. Also, there will be a full PDC conference call after the new members have been selected at the July Board Meeting.

9. Adjournment

Mr. Delesandro motioned to adjourn the meeting. Mr. Hakim Bayyoud seconded. The meeting was adjourned at 03:04pm CT.