



**International Code Council  
Professional Development Council  
Certification Committee  
(CC)**

October 28, 2014  
ICC Eastern District Office  
Birmingham, AL

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<b>CC Member</b>	<b>Location</b>	<b>Office Phone</b>	<b>Cell Phone</b>
Richard C. Witt [CC Chair]	Chesterfield, VA	(804) 751-4161	
<del>Jeremy Searfoss [CC Vice-chair]</del>	<del>Reading, PA</del>	<del>(610) 655-5333</del>	
Cindy Davis	Richmond, VA	(804) 371-7161	
Tony DeVoe	Oxnard, CA	(805) 486-6475	
Autumn Hartsoe	Goodyear, AZ	(623) 882-7307	
Jeff Whitney	Moab, UT	(435) 259-1345	
Gilbert Gonzales – BOD liaison	Murray, UT	(801) 270-2413	
Cash Olszowy – BOD liaison	Lexington, KY	(859) 258-3237	

<b>ICC Staff Liaison</b>	<b>Location</b>	<b>Office Phone</b>	<b>Cell Phone</b>
Michelle Porter	ICC Birmingham	(888) 422-7233	(205) 222-0561
Mark Johnson	ICC Whittier	(888) 422-7233	

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**AGENDA**

**1. Call to Order – 8:44 a.m. CT on October 28, 2014**

- a. Rick Witt, CC Chair, requested that Michelle Porter call roll. CC members and ICC staff members were present as noted above.
- b. Quorum was established.
- c. Self-introductions were deemed not necessary at this point.
- d. The agenda was approved as amended to add “[CC Vice-chair]” to the CC member listings; to add 4.j., and to add 4.k.
  - i. Motion. Second. Pass unanimous.
- e. Ms. Porter presented general housekeeping items regarding travel and meals to the group.

**2. Previous Minutes**

- a. The BIPS minutes from June 24, 2014, were briefly reviewed and approved as-is.
  - i. Motion. Second. Pass unanimous.

**3. Unfinished Business**

- a. Ms. Porter presented an update on the National Certification exams that will sunset or move effective December 31, 2014. Sunsetting exams are the EA Commercial Energy Inspector with ASHRAE 90.1 and EB Commercial Energy Plans Examiner with ASHRAE 90.1, which will be replaced by a single Commercial Energy Inspector/Plans Examiner with ASHRAE 90.1

certification; and G2 IgCC Commercial Inspector, G3 IgCC Commercial Inspector with ASRAE 189, G4 IgCC Plans Examiner, and G5 IgCC Plans Examiner with ASHRAE 189, which will be replaced by a single IgCC Inspector/Plans Examiner with ASHRAE 189 certification.



The exam volume for the last several years of each of these exams, as well as other low-volume exams, was shown to the CC as justification for making the above changes. The CC discussed needing the support of ASHRAE for the IgCC and Commercial Energy exams, and the need for greater training and adoption on both the IgCC and IECC in order to enhance volume on the upcoming combined exams.

#### 4. New Business

- a. Mr. Witt and Ms. Porter gave a brief history of the Board for International Professional Standards (BIPS) and the CC as begun pre-ICC merger in the mid-90s. The policy documents for BIPS and the CC (BIPS Rules, Council Policies #8 and #45, and the Certification Program Standards) were reviewed at a high level, with a note by Ms. Porter that the Certification Program Standards will be updating in the coming year, in response to the newly published version of the standards reference these are based upon. The shift in authority of BIPS and later the CC was discussed.

Cindy Davis noted that the ICC Board of Directors has charged the Professional Development Council (PDC) and CC with not just coordinating education and certification offerings, but working on new initiatives such as career pathing. It was noted that the PDC needs to have an agenda, and that part of this agenda and purpose should be determining the best ways for the CC and Education Committee (EC) to work together, especially toward who ICC is certifying and how we train those individuals. Cash Olszowy pointed out that the EC and CC should receive minutes from each other's meetings.

**STAFF ACTION: Send last BIPS minutes and approved minutes of this meeting to EC Chair.**

- b. Appeals on two candidates were heard, with notes as follow.
  - i. The appeal of [REDACTED] regarding his request to receive the four individual certifications that comprise the R5 Residential Combination Inspector was heard. [REDACTED] offered proof of coursework and exams he's completed as evidence of his competency. After disconnecting the call, the CC discussed [REDACTED] testimony and the BIPS minutes from 2002 that stated the combination certification would not transition to individual components upon the ICC merger. A motion was made to uphold staff decision to deny the individual certifications.
    1. Motion. Second. Pass unanimous.
  - ii. The appeal of [REDACTED] regarding his allegation that the errors in the *International Fire Code* caused his failure on the F3 Fire Plans Examiner exam was heard. [REDACTED]

[REDACTED] Ms. Davis questioned whether



- g. Several re-appointments for a second term to various Exam Development Committees were discussed, and a motion made to re-appoint all noted individuals for a second three-year term.
  - 1. Motion. Second. Pass unanimous.
    - ii. Commercial Building – Jeffrey Vernon
    - iii. Mechanical – Gregory Mahoney and Dwight Williams
    - iv. Residential Building – William Funk Jr., Justin Nielsen, David Price, and Sean Devlin (Alternate)
    - v. Soils Special Inspector – Michael Boring, Ara Sargsyan, and Timothy Slegers
- h. The recent emergency appointment to the Structural Steel and Welding EDC was discussed as relates to potential added language needed in the BIPS/CC Rules. The CC requested that Ms. Porter research the ICC Board of Directors rules on similar situations, and bring proposed language for addition to the BIPS/CC Rules to the group.

**STAFF ACTION: Compile best practices; create language for CC decision; put BIPS/CC Rules online after changes made.**

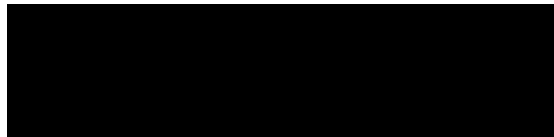
- i. A question was raised concerning the timing of awarding certifications to committee members involved in new exam development, specifically for members of the [REDACTED]. Ms. Porter and Mr. Witt shared that they had each heard from EDC members who were now required to hold one or more of these new certifications as a condition of employment, and could not acquire the certification by rule change in 2012 until after two complete three-year EDC terms. After lengthy discussion about the current BIPS/CC Rule and historic practice, Ms. Davis suggested that for EDC members in the above situation, their jurisdiction write a letter to ICC requesting that, due to extenuating circumstances, a change to the confidentiality agreement signed by each EDC member be made, waiving the waiting period required by this agreement to take the exam. Affected EDC members would then have the opportunity to take the exam immediately. A motion was made to accept Ms. Davis' suggestion.
  - i. Motion. Second. Pass unanimous.
- j. Ms. Davis requested that 4.j. be added as a question to the group as to why mechanical, electrical, and plumbing plan review are included in the R3 Residential Plans Examiner exam. Mr. Witt noted that this question had previously been brought to BIPS, and that BIPS members had done surveys of different locations to determine whether jurisdictions included this type of review in standard residential plan review. BIPS had decided at the time that the surveys showed adequate interest to retain the mechanical, electrical, and plumbing review, along with structural.
- k. The topic of granting some type of amnesty or forgiveness program to individuals who have let ICC certifications was brought up to the group, with the note that Dominic Sims had requested staff look into this issue. Ms. Porter presented to the CC notes on what had been relayed as a possible plan to Mr. Sims, including assessing penalty fees, ensuring adequate and current CEUs, and setting a specific time period for amnesty. Discussion was held about whether this type of program would cause ICC to lose credibility or give the perception that ICC was just "giving away" its certifications. The need to create strict and specific criteria for reinstatement, including what type of current training or other CEUs would be required, was noted. Ms. Porter was requested to bring more information on a potential program, with pros and cons and number of individuals impacted, to the group at a future meeting.

**STAFF ACTION: Compile positives and negatives, economic analysis, and potential candidate impact numbers for CC review; request information from [REDACTED] on their position.**

5. Future meeting dates and locations will be coordinated through the CC Chair and staff.
6. There being no further business to discuss, the meeting was adjourned at 2:58 p.m. CT.
  - i. Motion. Second. Pass unanimous



Richard C. Witt  
BIPS Chair



Michelle Porter  
Director—Certification and Testing