



**CERTIFICATION
& TESTING**

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

March 16, 2015
ICC Central District Office
Country Club Hills, IL

CC Member	Location	Office Phone	Cell Phone
Richard C. Witt [CC Chair]	Chesterfield, VA	(804) 751-4161	(804) [REDACTED]
Jeremy Searfoss [CC Vice-chair]	Reading, PA	(610) 655-5333	(610) [REDACTED]
Cindy Davis	Richmond, VA	(804) 371-7161	
Ken Morong	Omaha, NE	(402) 333-5792	(402) [REDACTED]
Autumn Hartsoe	Goodyear, AZ	(623) 882-7307	(480) [REDACTED]
Jeff Whitney	Moab, UT	(435) 259-1345	(435) [REDACTED]
Gilbert Gonzales – BOD liaison	Murray, UT	(801) 270-2413	(801) [REDACTED]
Cash Olszowy – BOD liaison	Lexington, KY	(859) 258-3237	

ICC Staff Liaison	Location	Office Phone	Cell Phone
Michelle Porter	ICC Birmingham	(888) 422-7233	(205) 222-0561
Doug Thornburg	ICC Wichita	(888) 422-7233	
Hamid Naderi	ICC Austin	(888) 422-7233	
Casey Thomas	ICC Brea	(888) 422-7233	
Mark Johnson	ICC Brea	(888) 422-7233	

MINUTES

1. Call to Order – 8:47 a.m. CT on March 16, 2015

- a. Rick Witt, CC Chair, requested that Michelle Porter call roll. CC members and ICC staff members were present as noted above. Jeremy Searfoss was present via teleconference, and Ken Morong was welcomed to the CC as fulfilling the unexpired term of Tony DeVoe.
- b. Quorum was established.
- c. Self-introductions were deemed not necessary at this point.
- d. The agenda was approved as submitted.
 - 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 February 23, 2015, were briefly reviewed and approved as-is.
 - i. Motion. Second. Pass unanimous.

Mel Oncu, ICC Legal Counsel, joined the meeting by teleconference at this point.

3. Unfinished Business

- a. The unfinished topic of issuing newly developed certifications to those Exam Development Committee (EDC) involved in new exam development was moved for discussion to the Professional Development Council (PDC) agenda for March 17, 2015, on request of ICC's CEO, Dominic Sims. The PDC minutes reflect that a motion was made and passed (11/1; Whitney opposed) to honor the commitment made by ICC to the affected EDC members and grant certifications in the new exam categories for which they actively participated in development. Also, a motion was made and passed unanimously to place a moratorium on granting certifications to EDC members working on new exams while the policy is being updated for clarity and consistency.

4. New Business

- a. A candidate appeal was heard, with notes as follow:

i.

[REDACTED]

[REDACTED]

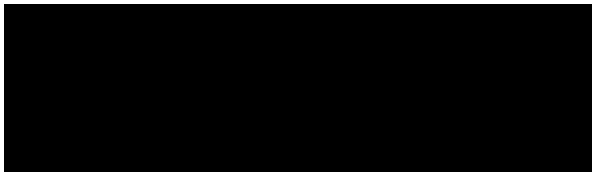
[REDACTED]

- b. A brief review and discussion of EDC minutes from 2014 was held, with no action to be taken.
- c. A brief discussion was held about the amnesty program requested by the [REDACTED] for lapsed certifications. The CC has received letters with a proposed alternative for reinstatement, but is waiting to receive survey data from [REDACTED] before proceeding with full discussion. Options such as administration of a shorter exam to those lapsed certificants were brought forth. Comments were made relative to the potential cost of bringing certificants back, and whether amnesty might be a way to mitigate the current lack of certified inspectors.

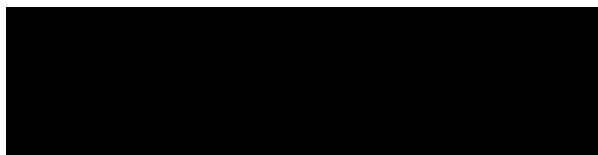
- d. The Certified Building Official (CBO) EDC was asked to review the new Building Codes and Standards module to see if a 2012 *International Code*-based version could be made available for candidates in jurisdictions where the 2015 I-Codes are not yet adopted. A motion was passed that stated candidates would be given the choice of which technical module (Technology or Building Codes and Standards) they wished to use to achieve their CBO, through the transition period ending December 31, 2016.
- i. Motion. Second. Pass unanimous.
- e. The CC was informed by Ms. Porter that updates to the Certification Program Standards, as well as BIPS/CC Rules, would be forthcoming, based on recent CC decisions and the publication of a new version of a testing standards reference. It was noted that some changes would need to be made sooner than the overall review of the standards and Rules, to be completed in the near future.
- f. A discussion was held about the *Inspector Skills* being used on several certification exams as approved by the applicable EDCs. [REDACTED]
- i. Motion. Second. Pass unanimous.
- g. As stock of the ASTM standards reference ("silver bullet") for Special Inspector exams is running low, Mark Johnson noted that he is working with [REDACTED]. It was noted that the Professional Development Council needs to look at this type of issue and take action on it.
- h. The CC again discussed whether accreditation of the ICC National Certification examination program [REDACTED]
- i. Gilbert Gonzales inquired as to why Special Inspectors do not have to tie their continuing education units (CEUs) directly to the job tasks. Ms. Porter noted that none of the certifications require this currently, and that the issue was unsuccessfully brought before the Board for International Professional Standards (BIPS) previously. Mr. Morong stated that CEUs specifically on special inspection are difficult to find and expensive. Ideas were discussed including a refresher course every few years, as well as potential partnership with other entities.
- j. Ms. Porter was asked to coordinate having the CC appoint several alternates each time EDC rosters are compiled. This would alleviate the need for the CC to meet each time a full EDC member resigns, as the next-ranked alternate on the list would simply move up. Ms. Porter was also asked to more frequently communicate the ongoing calls for committee applicants.

STAFF ACTION: Add discussion to agenda for next PDC meeting.

- 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 1:49 p.m. CT.
 - i. Motion. Second. Pass unanimous



Richard C. Witt
BIPS Chair



Michelle Porter
Director—Certification and Testing