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**International Code Council  
Education Committee**

January 20<sup>th</sup>, 2015

Conference Call

03:00pm ET/02:00pm CT/01:00pm MT/12:00pm PT

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EC Chair:	Nancy Springer
EC Vice-Chair:	Tom Johnson
Committee Members:	Jeff Camp
	John Delesandro
	Dave Horras
	Sean Reid
PDC Chair:	Cindy Davis
ICC Board Liaisons:	Cash Olszowy
	Gilbert Gonzales
ICC Staff:	Mark Johnson
	<del>Hamid Naderi</del>
	Allison Street
	Casey Thomas
	Doug Thornburg

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**AGENDA**

**1. Roll Call**

The meeting was called to Order by Education Committee Chair, Nancy Springer at 12:02pm PT. All were present with the exception of Sr. Vice President of Product Development, Hamid Naderi and Professional Development Council Chair, Cindy Davis. Quorum was present.

PDC Chair Cindy Davis signed on at 12:06pm PT.

**2. Review and Approve Agenda**

A Motion to approve the Agenda was made by Sean Reid. Seconded by Tom Johnson. Unanimous approval.

**3. Review and Approve Minutes from September 27<sup>th</sup>, 2014 Meeting**

A Motion to approve the Minutes from the previous meeting was made by Tom Johnson. Sean Reid seconded. Unanimous approval.

**4. Staff Update**

A. PPP

Vice President of Training, Doug Thornburg, led the update on the Preferred Provider Program.

- i. Number signed up

Currently, there are 127 applications. Mr. T. Johnson suggested that when the e-mail comes that tells you a course is approved, the email should have the name of the course in it; especially since providers may be submitting many courses. Allison Street, Manager of Training, stated that this would be addressed in the next round of software updates.

ii. Website Phase 2

Phase ii of the Preferred Provider update will be able to bill credit cards on the site. Also, there will be an increased character allowance for course descriptions. The Live Schedule will have more listings per page and will be modified to look at the listings by title. They are also working on a spreadsheet for courses for the large institutes.

Mr. Thornburg stated that you have to have the date and location for it to show up on the Live Schedule. John Delesandro asked if there is a way to sort by course delivery date. Mr. Thornburg has to check; the intent is for the courses to come up in chronological order on the Live Schedule. The ultimate goal is to create a catalog to find courses that may not have a date and location yet. Mr. Thornburg stated that by the end of March 2015 the advanced features should be in place; it is critical to the success of the program is making sure the website is as efficient as possible. Ms. Springer reminded everyone to continue to play with the website to ensure it works smoothly. Some of the members stated their experience has been positive thus far.

ICC Board Member, Gilbert Gonzales asked if the Preferred Provider status is for one year. Mr. Thornburg answered that yes, the Preferred Provider is approved for one year, but not necessarily the course. A future agenda item should be the shelf life of a course that hasn't changed. How long should it continue to be approved without review? ICC Board Vice-President, Cash Olszowy stated that there was a vote on the last PDC teleconference when everyone went over the Preferred Provider Manual; it was decided that a course had to be reviewed if there are "substantial" changes, such as a code change cycle.

iii. ICC Chapter reactions

Ms. Springer stated there was some confusion over continuing education.. Mr. T. Johnson suggested that everyone get through this year and flush out explanation for 2016 and beyond. Ms. Springer asked if there will a YouTube video. Mr. Thornburg stated that, yes, there will be, however it is more of an Overview of the Manual than anything else.

B. 2015 based training status

Ms. Street stated that the 2015 Significant Change courses were complete. The IBC, IFC, IRC, Plumbing Essentials courses (which are taking place of the Fundamental courses) will be available mid Q1. The IFGC, IECC, IPMC Overviews will be available the end of Q2, beginning of Q3.

C. ABM education

Mr. Thornburg ran down the education matrix that was distributed prior to the call. In addition, there will be 45 min very specific trainings in 3 education pavilions at the Expo. There will be one session in 3 pavilions on Sunday and there will be 3 sessions in 3 pavilions at the Expo on Monday. Meeting and Travel is handling the pavilion part of the program. There will also be a tour on Sunday and a tour on Tuesday.

D. CEB

Currently, Chapters have two options for their education benefit: 1) 1 day of ICC training on any topics available; PowerPoint handouts and workbooks are not included. 2) A voucher for \$1200 to use toward Preferred Provider training. As of the date of this call, no Chapter has used the CEB yet.

E. Online Campus partnered courses

Ms. Street will distribute sample accounts for the Red Vector courses that have been developed to the Education Committee. Other than Red Vector, ICC is also working with Cengage on a 2015 Significant Changes course.

**5. Discussions Items**

A. PPP website issuance of certificates of completion to PP courses

Mr. Thornburg stated that attendees were supposed to link to a website, fill out an evaluation and receive a certificate once the evaluation was completed. ICC requires the Preferred Provider to confirm the attendance of all attendees and distribute the completion certificates. ICC needs approval to take this portion out of the Manual.

Mr. Delesandro made a motion to revise the Preferred Provider Manual. Mr. Reid seconded. Discussion followed.

Mr. Thornburg would like to have Section 2.3.4 refer to the evaluation only.

Motion: allow staff to revise section to allow the Preferred Provider to supply certificate to the individual.

Mr. Reid added that staff should also be empowered to make changes.

Ms. Springer asked if everyone understood the motion. A vote was taken and the motion was passed unanimously.

B. Criteria to approve/deny PP applicants and criteria to approve/deny PP courses

Ms. Springer agreed to work on a template in conjunction with staff on an outline for the audit process.

**6. Other Business**

A. CP-45 Review

Ms. Davis briefly outlined why this will be on the next PDC agenda. There is some confusion on how the PDC should operate since it is comprised of two separate committees. Since the PDC is a collaborative effort between Education and Certification, but the CC and EC still have to operate separately, collaboration vs. autonomy needs to be reconciled. Ms. Thomas will send out CP-45 to all PDC members and compile the comments. These comments will be discussed and reviewed at a PDC meeting in March.

B. Other

There was no new business.

**7. Adjourn Meeting**

Ms. Springer adjourned the meeting at 01:51pm PT.