

Professional Development Council Minutes

Teleconference

September 18, 2014

PDC Members Present:

Certification Committee

- Cindy Davis
- Tony DeVoe
- Jeremy Searfoss
- Jeff Whitney
- Rick Witt

Education Committee

- Jeff Camp
- John Delesandro
- Dave Horras
- Tom Johnson
- Sean Reid
- Nancy Springer

Board Liaisons:

- Gilbert Gonzales
- Cash Olszowy

PDC Members absent:

- Autumn Hartsoe, Certification Committee

ICC Staff present:

- Mark Johnson
- Hamid Naderi
- Valerie Pang
- Michelle Porter
- Allison Street
- Casey Thomas
- Doug Thornburg

Executive Assistant Casey Thomas called roll; all members were present with the exception of Autumn Hartsoe who previously reported that she was called away. The meeting of the Professional Development Council was called to order at 09:05am PT by Chair Cindy Davis. The purpose of this call was to go over the Committee suggestions to the Preferred Provider Manual (PPM), as such there was no official agenda other than going through the matrix of changes and suggestions (attached).

- Approve Minutes from In-Person Meeting on August 19, 2014, Birmingham, AL

EC Chair, Nancy Springer moved to approve the Minutes. Motion was seconded by CC Chair, Rick Witt. Unanimous approval.

- Intent of Teleconference-Preferred Provider Manual

Vice President of Education, Doug Thornburg, gave the background of the intent of today's meeting and reiterated that input and support from the PDC was needed on the PPM in order to start communicating with stakeholders and make recommendations to the Board of Directors.

All participants reviewed the changes/suggestions line by line (see attachment for particulars). In the course of discussion, under Section 3.2 Registration of Individual, it was brought up that monitoring a course to see if "20% or more" changed would be difficult as well as trusting that the PPs would self-report correctly. It was suggested that 20% be changed to "significant/substantive change" with examples of this type of changes in the FAQs. Discussion followed with a vote. The results of the vote were as follows: 4 for keeping the "20% or more" language. 5 for "significant/substantive change," 2 for both "20%" and "significant/substantive" language, 1 for other and 1 abstention. Staff will go forward with removing "20% or more" replacing it with "significant or substantive change" with examples of the type of change. A change in code year will automatically be considered a change and the course will have to be reviewed (i.e. a course on the 2012 IBC moving to the 2015 IBC).

In the course of discussion, ICC Board Secretary/Treasurer, Cash Olszowy, noted that there was no language in CP-45 for an EC appeals process. Doug Thornburg stated that it would be put on the agenda for discussion at the next meeting of the Education Committee in Ft. Lauderdale. Executive Vice President of Business Development, Mark Johnson reminded the PDC that staff needed unanimous support on the PPM, inclusive of today's changes. CC Chair, Rick Witt, made the motion to approve the PPM contingent upon the comments discussed today; seconded by Olszowy. Motion passed unanimously.

Another motion was made by CC Chair, Rick Witt, to approve staff moving forward with communication efforts related to the Preferred Provider Program (Board of Directors first, then to stakeholders shortly thereafter). This was seconded by Education Committee Member, Sean Reid. Motion passed unanimously.

- Demonstration of the PPP Website

Hamid Naderi, Sr. Vice President of Product Development and Valerie Pang, Instructional Designer, led the group through a demonstration of the PPP website. It was explained that once a PP signs up, there is an automated e-mail that goes to the PP to confirm their submission to be a PP with information on how to pay; ICC also receives a copy to start the review process. Pending courses do not show up on the live site and resource links will be added to the individual PP pages. The PP logo will be on certificates as a part of Phase II as well as paying the fee through the ICC website. The site will go live between October 15th and November 1st.

- Next Meeting(s)

The next meeting of the Education Committee will take place in Fort Lauderdale prior to the Annual Meeting on September 27th. The Certification Committee is slated to meet on October 28th in Birmingham, AL. In the interim, Director of Certification and CC staff liaison, Michelle Porter, will put out a call for EDC applicants and poll previous applicants for interest. Potentially, the entire PDC will meet in March, 2015.

PDC Chair Cindy Davis adjourned the meeting at 11:28am PT.