

**FLORIDA BUILDING COMMISSION**  
**EDUCATION POC MEETING MINUTES**  
**NOVEMBER 28, 2018**  
**TALLAHASSEE, FLORIDA**

**IMPORTANT MEETING ACCESS INFORMATION!**

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Meeting Information  
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Date: Wednesday, November 28th, 2018  
Time: 10:00 am, Eastern Daylight Time (New York, GMT-04:00)  
Meeting ID: 148 382 085  
Meeting Password: (This meeting does not require a password.)

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To join the online meeting  
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- Go to: 1. Go to <https://global.gotomeeting.com/join/148382085>  
2. If requested, enter your name and email address.  
3. Use your microphone and speakers (VoIP) – a headset is recommended. Or call in using your telephone.

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Teleconference Information  
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Join the conference call:  
Toll free: 1-877-309-2073 (US)  
Attendee access code: 148 382 085

For assistance please contact:  
jim.hammers@myfloridalicense.com  
1-850-717-1839

**CALL-IN NUMBER: 1-877-309-2073 CODE:148382085**  
**IN PERSON ATTENDANCE: 5TH FLOOR, 2601 BLAIRSTONE RD., TALLAHASSEE, FLA. 32399**

## ***EDUCATION POC MEETING OBJECTIVES***

- To approve November 28, 2018 Meeting Agenda
- To approve September 25, 2018 Meeting Minutes
- To review/decide pending accreditor applications
- To review/decide accredited advanced courses
- To review/decide administratively approved updated courses
- To review/decide self affirmed updated courses
- To review/discuss Education Administrator activity report
- To identify future POC member discussion items
- To discuss general public comment
- To identify needed next steps, assignments, and agenda items for next meeting

## ***EDUCATION POC MEETING MINUTES— NOVEMBER 28, 2018***

*All Agenda Times—including Adjournment—are Approximate and Subject to Change*

<b>10:00 a.m. EST</b>	<b>1.)</b>	<p><b>Welcome and Opening, Roll Call</b></p> <p><b>POC Members Present:</b> Nanette Dean, (Chair), Kevin Flanagan, Jeffrey Stone PhD, Kelley Smith Burk</p> <p><b>POC Member(s) Absent:</b> Don Brown, Brian Langille, Drew Smith</p> <p><b>Meeting Attendees Identified:</b> Tom Campbell     Jim Hammers Justin Vogel Michael Clark</p>
	<b>2.)</b>	<p><b>Review and approval of the November 28, 2018 meeting Agenda</b></p> <p><b>Motion:</b> To approve as submitted</p> <p><b>Motion:</b> Jeffrey Stone</p> <p><b>Second:</b> Kevin Flanagan</p> <p><b>Approved Unanimously</b></p>
	<b>3.)</b>	<p><b>Review and approval of September 25, 2018 meeting Minutes</b></p> <p><b>Motion:</b> To approve as submitted</p> <p><b>Motion:</b> Kevin Flanagan</p> <p><b>Second:</b> Jeffrey Stone</p> <p><b>Approved Unanimously</b></p>
	<b>4.)</b>	<p><b>Review pending accreditor applications for recommendation to the Commission</b></p> <p>None Pending</p>

	<p>5.) <b>Review pending advanced NEW accredited courses for recommendation to the Commission</b></p> <p><b>Course:</b> 2017 Advanced Florida Building Code: Significant Changes to the 6<sup>th</sup> Edition - BUILDING – Internet  <b>Provider:</b> Johnston Service Group  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 917.0  <b>Motion:</b> Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Discussion:</b> <i>Commissioner Flanagan stated that the course was nicely presented.</i>  <b>Approved Unanimously</b></p> <p><b>Course:</b> FBC Advanced Module: 2017 Residential Swimming Pools  <b>Provider:</b> Florida Swimming Pool Association  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 922.0  <b>Motion:</b> Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p>
	<p>6.) <b>Review pending administratively approved UPDATED courses for recommendation to the Commission</b></p> <p><b>Course:</b> Advanced Building Code  <b>Provider:</b> Adcox Group, Inc.  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 270.2  <b>Motion:</b> Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p>

	7.)	<p><b>Review pending administratively approved Self Affirmed (ONE CHANGE) updated courses for recommendation to the Commission</b></p> <p>None Pending</p>
	8.)	<p><b>Education Administrator Activity Report</b></p> <p><i><b>Discussion:</b> The Education Administrator stated that the report contained brief descriptions of the normal activities of the Administrator from September 21st, 2018 through November 20th, 2018, including staffing the ED POC meetings and handling inquiries from a variety of sources concerning the FBC Education Program. He also stated that “Training Funding” information (for 2017-2018) was also included in the report, which is promoted by Building A Safer Florida (BASF), and which included the who/what of eligibility requirements. He stated that if anyone was interested, or had questions, to contact Cam Fentriss by the email address listed with the information. No questions were forthcoming from the ED POC members concerning the report content.</i></p> <p><b>A.</b> Provided administrative support for FBC Education POC for the September 25th, 2018 meeting</p> <p><b>B.</b> Prepared minutes for FBC Education POC September 25th, 2018 meeting</p> <p><b>C.</b> Prepared agenda for FBC Education POC meeting on November 28th, 2018</p> <p><b>D.</b> Worked with training providers and accreditors to ensure compliance with Rule 61G20-6.002</p> <p><b>E.</b> Checked the BCIS to ensure information is current regarding the FBC Education and Accreditation Program</p> <p><b>F.</b> Inquiries addressed from September 21st, 2018 to November 20th, 2018 were as follows:</p> <p>56 inquiries: 46 telephone; 6 email; 4 phone and email</p> <p><b><u>Category of Inquirers:</u></b></p> <p>1 Accreditor  13 Providers  15 Consumers  19 Contractor  1 Division of Emergency Management (DEM)  1 Real Estate Agent  1 Manufacturer  1 Local Government personnel</p>

3 Supplier  
1 Architect

**Types of Inquiries :**

10 Advanced Courses  
1 BCIS  
5 Mobile/modular  
8 Windows  
2 Roofing  
2 Pool  
20 Disaster Contractors Network (DCN)  
2 Contractor Licensure  
1 Plumbing  
1 Rental property  
1 Development of Regional Impact  
1 Consumer affairs  
1 Construction Lien law  
1 Noise level requirements

**Training Funding Available for 2017-2018**

Two types of funding: 7-hour program or “minimum 1 hour” program  
Reimbursement amount: \$23.00 per hour per attendee Available now, ends June 15, 2018

Eligible attendees:

- Licensed architects, engineers, interior designers, landscape architects, construction contractors, electrical contractors, or building code administrators or inspectors
- Home inspectors, mold remediators
- Must include license number for all categories above
- Employees in design and construction industries, requires this documentation:
- Letter from their design/construction licensed employer
- Copy of certificate of workers’ compensation insurance or exemption

Eligible course topics:

- Florida Building Code
- Florida Fire Prevention Code
- Construction plan and permitting requirements
- Construction liens
- Hurricane mitigation

For “minimum 1 hour” program, course requirements:

- At least 50% must be codes

For 7-hour program, course requirements:

- At least three (3) hours codes
- At least two (2) hours advanced codes

		<p>For any program, course requirements:</p> <ul style="list-style-type: none"> <li>-- Mitigation training for home inspectors must include proctored exam and comply with section 627.711(2), F.S.</li> <li>-- *Course evaluations are REQUIRED that cover the following: <ul style="list-style-type: none"> <li>--- Satisfaction with instructor</li> <li>--- Satisfaction with course materials</li> <li>--- Satisfaction with conduct of the training</li> <li>--- Ask whether “highly satisfied” “satisfied” “not satisfied” for each above</li> </ul> </li> </ul> <p>Must enter into an agreement before submitting for grant funds, must verify availability of funds first.</p> <p>Documentation required (failure to submit is a 5% penalty):</p> <ul style="list-style-type: none"> <li>-- Submitted within FIVE (5) WORKING DAYS AFTER EACH COURSE</li> <li>-- Advertisement (must be approved in advance)</li> <li>-- Sign in sheets as acceptable for each licensing board</li> <li>-- Separate sign in sheets for licensees and non-licensed employees</li> <li>-- Non-licensed employee sign in sheets must include type of proof submitted</li> <li>-- *Copy of course evaluation for each attendee</li> </ul> <p>*Failure to demonstrate that 75% or more of trainees were satisfied or highly satisfied with the course instructor will result in a 1% penalty for each 5% increment or portion thereof that the percentage of satisfied trainees fall below 75%.</p> <p>E-mail Cam Fentriss at basfgrant@gmail.com if interested and for more information.</p>
	9.)	<p><b>Identify future POC member discussion items</b></p> <p>No future ED POC member discussion items were forthcoming</p>
	10.)	<p><b>General public comment</b></p> <p>No public comment was forthcoming.</p>
	11.)	<p><b>Summary and review of meeting work products and adoption of recommendations for submittal to the commission</b></p> <p><b><u>Recommended Commission Actions</u></b></p> <p><b>The Education POC considered and recommends the following:</b></p> <p><b>The following new courses are recommended for APPROVAL:</b></p> <p><b>Course:</b> 2017 Advanced Florida Building Code: Significant Changes to the 6<sup>th</sup> Edition - BUILDING – Internet</p>

		<p><b>Provider:</b> Johnston Service Group  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 917.0  <b>Motion:</b> Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Approved Unanimously</b></p> <p><b>Course:</b> FBC Advanced Module: 2017 Residential Swimming Pools  <b>Provider:</b> Florida Swimming Pool Association  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 922.0  <b>Motion:</b> Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Approved Unanimously</b></p> <p><b>The following updated course is recommended for APPROVAL:</b></p> <p><b>Course:</b> Advanced Building Code  <b>Provider:</b> Adcox Group, Inc.  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 270.2  <b>Motion:</b> Course <i>approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Approved Unanimously</b></p>
	12.)	<p><i>Adjourned at 10:08 am est</i></p> <p><b>Motion:</b> To adjourn  <b>Motion:</b> Kevin Flanagan  <b>Second:</b> Jeffrey Stone  <b>Approved Unanimously</b></p>

**STAFF CONTACT:** Michael Clark (MRC Consulting) mrcconsulting@earthlink.net: 850.545.1451

**COMMITTEE MEMBERSHIP AND MEETING SCHEDULE**



<b>MEMBER</b>		<b>REPRESENTATION</b>
Nanette Dean	Manufactured Buildings, Chair	
Kevin Flanagan	Electrical Contractor	
Drew Smith	Green Building Industry	
Jeffrey Stone PhD	Building Product Manufacturer	
Brian Langille	Natural Gas Distributor	
Don Brown	Insurance Industry	
Kelley Smith Burk	Energy	
<b>STAFF</b>		
Justin Vogel	Legal Advisor	
Jim Hammers	Technical Support	
Thomas Campbell	Administrative Support	
<b>FACILITATOR</b>		
Michael Clark	(MRC Consulting)	

<b>2018 POC MEETING SCHEDULE</b>		
I.	February 2, 2018 (10:00 AM EST)	Tallahassee and via teleconference
II.	March 28, 2018 (9:00 AM EST)	Tallahassee and via teleconference
III.	June 1, 2018 (10:00 AM EST)	Tallahassee and via teleconference
IV.	July 27, 2018 (10:00 AM EST)	Tallahassee and via teleconference
V.	September 25, 2018 (10:00 AM EST)	Tallahassee and via teleconference
VI.	November 28, 2018 (10:00 AM EST)	Tallahassee and via teleconference

<b>2018 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE</b>		
	<b>ED POC MEETING DATE</b>	<b>ACCREDITED APPLICATIONS SUBMITTAL DEADLINE</b>
I.	February 2, 2018 Meeting	January 21, 2018
II.	March 28, 2018 Meeting	March 18, 2018
III.	June 1, 2018 Meeting	May 20, 2018
IV.	July 27, 2018 Meeting	July 23, 2018
V.	September 25, 2018 Meeting	September 15, 2018
VI.	November 28, 2018 Meeting	November 18, 2018

**NOTE: THIS DOCUMENT IS AVAILABLE IN ALTERNATE FORMATS UPON REQUEST TO THE DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION, CODES AND STANDARDS, 5TH FLOOR, 2601 BLAIRSTONE RD., TALLAHASSEE, FL, 32399.**