

**FLORIDA BUILDING COMMISSION  
EDUCATION PROGRAM OVERSIGHT COMMITTEE**

**JANUARY 31ST, 2025, 9:00 A.M.**

**THIS MEETING WILL BE HELD VIA TELECONFERENCE/WEBINAR**

**JOIN THE MEETING VIRTUALLY AT: <https://global.gotomeeting.com/join/533378925>  
JOIN THE MEETING BY CONFERENCE CALL: UNITED STATES (TOLL FREE) 1-877-309-2073  
ACCESS CODE/MEETING ID 533-378-925**

**POC MEMBERS**

X-Brian Langille-Chair, Don Brown, David John, James Schock, Brad Schiffer.

**MEETING OBJECTIVES**

- ✓ To Approve Regular Procedural Topics (Agenda and Minutes)
- ✓ To Consider/Decide on Pending Accreditor Applications
- ✓ To Consider/Decide on Accredited Advanced Courses
- ✓ To Consider/Decide on Administratively Approved Updated Courses
- ✓ To Consider/Decide on Self Affirmed Updated Courses
- ✓ To Review/Discuss Education Administrator Activity Report
- ✓ To Review/Discuss Other POC Business
- ✓ To Receive General Public Comment
- ✓ To Receive POC Member and Staff Comment

**MEETING MINUTES**

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

<b>1.)</b>	<p><b>WELCOME AND OPENING ROLL CALL</b> A. Roll Call of POC Members</p> <p style="text-align: center;"><b>POC Members Present:</b> Brian Langille, (Chair), David John, Brad Schiffer, James Schock, Don Brown <b>POC Member(s) Absent:</b> None</p> <p>B. Identification of Staff Attendees</p> <p style="text-align: center;"><b>Staff/Meeting Attendees Identified:</b> Mo Madani                  Jim Hammers Justin Vogel                 Alan Burke Michael Clark</p>
<b>2.)</b>	<p><b>REVIEW AND APPROVAL OF MEETING AGENDA</b></p> <p><b>Motion:</b> To approve as submitted <b>Motion:</b> James Schock <b>Second:</b> David John <b>Approved Unanimously</b></p>
<b>3.)</b>	<p><b>REVIEW AND APPROVAL OF NOVEMBER 22ND, 2024, MEETING MINUTES</b></p> <p><b>Motion:</b> To approve as submitted <b>Motion:</b> James Schock</p>

	<p><b>Second:</b> David John  <b>Approved Unanimously</b></p>
4.)	<p><b>PENDING ACCREDITOR APPLICATIONS FOR RECOMMENDATION TO THE COMMISSION</b></p> <p>NONE PENDING</p>
5.)	<p><b>PENDING ADVANCED ACCREDITED COURSE APPLICATIONS FOR RECOMMENDATION TO THE COMMISSION</b></p> <p><b><u>NEW APPROVED COURSE</u></b></p> <p><b>Course:</b> Advanced FBC 8<sup>th</sup> Edition (2023) Metal Roofing  <b>Provider:</b> A FRSA – Fl. Rfg., Sheet Metal, Air Cond. Assn.  <b>Accreditor:</b> JC Code &amp; Construction Consultants, Inc.  <b>BCIS Course Number:</b> 1315.0  <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> David John  <b>Second:</b> James Schock  <b>Discussion:</b> <i>None</i>  <b>Approved Unanimously</b></p> <p><b><u>NO ACTION REQUIRED</u></b></p> <p><b>Course:</b> Advanced Building Code: Water Recreation Attractions &amp; Specialized Pools 8<sup>th</sup> Edition (2023)  <b>Provider:</b> American Society of Landscape Architects Florida Chapter  <b>Accreditor:</b> Bill Dumbaugh  <b>BCIS Course Number:</b> 1308.0  <b>Motion:</b> No Motion  <b>Second:</b> No Second Motion  <b>Discussion:</b> <i>Michael Clark stated that this course was mistakenly placed on the January Agenda, but in fact was conditionally approved at the November (2024) ED POC Meeting, and subsequently fully approved. Justin Vogel (Legal Counsel) stated that no action by the ED POC was required for this course.</i>  <b>Approved Unanimously</b></p>
6.)	<p><b>PENDING ADMINISTRATIVELY APPROVED UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b></p> <p>NONE PENDING</p>
7.)	<p><b>PENDING ADMINISTRATIVELY APPROVED SELF AFFIRMED (NO CHANGE) UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b></p>

	NONE PENDING
8.)	<p><b>PENDING ADMINISTRATIVELY APPROVED SELF AFFIRMED (ONE CHANGE) UPDATED COURSES FOR RECOMMENDATION TO THE COMMISSION</b></p> <p><b><u>CONDITIONALLY APPROVED SELF – AFFIRMED (ONE CHANGE) COURSE</u></b></p> <p><b>Course:</b> FBC Accessibility 7<sup>th</sup> Edition (2020) Advanced Building Code Review Course - Internet</p> <p><b>Provider:</b> American Society of Landscape Architects Florida Chapter</p> <p><b>Prior Accreditor:</b> Larry M. Schneider AIA</p> <p><b>BCIS Course Number:</b> 1055.1</p> <p><b>Motion:</b> Course <i>conditionally approved</i> based on the FBC accreditation process that only verifies the accuracy of the Florida Building Code related content, <i>subject to adding the “Method of Course Evaluation” and “Method of Course Presentation” and changing the “7<sup>th</sup> Edition” to the “8<sup>th</sup> Edition” in the BCIS course title.</i></p> <p><b>Motion:</b> Don Brown</p> <p><b>Second:</b> Brad Schiffer</p> <p><b>Discussion:</b> <i>Michael Clark (Education Administrator) found that the “Method of Course Evaluation” and “Method of Course Presentation” were missing, and the “7<sup>th</sup> Edition” should be changed to “8<sup>th</sup> Edition” in the BCIS course title.</i></p> <p><b>Approved Unanimously</b></p>
9.)	<p><b>EDUCATION ADMINISTRATOR ACTIVITY REPORT</b></p> <p><b>Discussion:</b> <i>The Education Administrator stated that the report contained brief descriptions of the normal activities of the Administrator from November 20th, 2024, through January 19th, 2025, 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 2024-2025) 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 November 22nd, 2024, meeting.</p> <p><b>B.</b> Prepared minutes for FBC Education POC November 22nd, 2024, meeting.</p> <p><b>C.</b> Prepared agenda for FBC Education POC meeting scheduled for January 31st, 2025.</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>

**F.** Conducting a review of the “Education and Accreditation” portion of the BCIS website. The focus of the review is ease of use, correct information, and updated information. A findings report will be forthcoming.

**G.** Inquiries addressed from November 20, 2024, to January 19<sup>th</sup>, 2025, were as follows:

22 inquiries: 14 telephone; 3 email; 5 phone and email

**Category of Inquirers:**

- 2 Accreditors
- 6 Providers
- 8 Consumers (Public)
- 1 Developer
- 1 Contractor
- 1 Realtor
- 1 Small business owner
- 2 Engineers

**Types of Inquiries :**

- 10 Advanced Courses
- 6 Windows
- 3 Mobile/modular
- 2 Roofing
- 1 Small business assistance

**Training Funding Available for 2024-2025**

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, 2025

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:  -- Mitigation training for home inspectors must include proctored exam and comply with section 627.711(2), F.S.  -- *Course evaluations are REQUIRED that cover the following:  --- Satisfaction with instructor  --- Satisfaction with course materials  --- Satisfaction with conduct of the training  --- Ask whether “highly satisfied” “satisfied” “not satisfied” for each above</p> <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):  -- Submitted within FIVE (5) WORKING DAYS AFTER EACH COURSE  -- Advertisement (must be approved in advance)  -- Sign in sheets as acceptable for each licensing board  -- Separate sign in sheets for licensees and non-licensed employees  -- Non-licensed employee sign in sheets must include type of proof submitted  -- *Copy of course evaluation for each attendee</p> <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>
10.)	<p><b>OTHER POC BUSINESS</b></p> <p>No other POC business was forthcoming.</p>
11.)	<p><b>PUBLIC COMMENT</b></p> <p>No public comment was forthcoming.</p>
12.)	<p><b>POC MEMBER AND STAFF COMMENT</b></p> <p>Commissioner John wanted to thank Michael Clark for working with Bill Dumbaugh (accreditor) regarding the modifications to course # 1308.0. He also stated that he wanted Mr. Clark to work with Larry Schneider (accreditor) because of the current deficiencies with course # 1055.1. Mr. Clark explained that Mr. Schneider was the prior accreditor for course # 1055.1. In other words, for Self-Affirmed courses, only the provider works with the actual course materials. An accreditor, by rule, does not address a course. Mr. Clark stated that he would work with the provider of course # 1055.1 to make sure the noted course deficiencies would be addressed and fixed. Commissioner John agreed and again, thanked Mr. Clark.</p>
13.)	<p><b>ADJOURN</b></p> <p><b>ADJOURNED AT 9:15 AM EST</b></p>

	<b>Motion:</b> To adjourn <b>Motion:</b> Brad Schiffer <b>Second:</b> Don Brown <b>Approved Unanimously</b>
--	--

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

**NOTE:** This document is available to any person requiring materials in alternate format upon request. Contact Office of Codes and Standards, Florida Building Commission, Department of Business and Professional Regulation, 2601 Blair Stone Road, Tallahassee, Florida 32399 or call (850) 487-1824.

**COMMITTEE MEMBERSHIP AND MEETING SCHEDULE**

EDUCATION POC MEMBERSHIP	
MEMBER	REPRESENTATION
Brian Langille	Natural Gas Distributor, Chair
James Schock	Representative – Persons With Disabilities
Don Brown	Insurance Industry
David John	Engineering
Brad Schiffer	Architect
STAFF	
Justin Vogel	Legal Advisor
Jim Hammers	Technical Support
Mo Madani	Administrative Support
FACILITATOR	
Michael Clark	(MRC Consulting)

2025 POC MEETING SCHEDULE		
I.	January 31st, 2025 (9:00 AM EST)	Tallahassee and via teleconference
II.	April 2025 (TBA)	Tallahassee and via teleconference
III.	June 2025 (TBA)	Tallahassee and via teleconference
IV.	August 2025 (TBA)	Tallahassee and via teleconference
V.	October 2025 (TBA)	Tallahassee and via teleconference
VI.	November 2025 (TBA)	Tallahassee and via teleconference

2025 COURSE ACCREDITATION APPLICATION DEADLINE SCHEDULE		
	ED POC MEETING DATE	ACCREDITED APPLICATIONS SUBMITTAL DEADLINE
I.	January 31st, 2025, Meeting	January 19, 2025
II.	April 2025 Meeting	(TBA)
III.	June 2025 Meeting	(TBA)
IV.	August 2025 Meeting	(TBA)
V.	October 2025 Meeting	(TBA)
VI.	November 2025 Meeting	(TBA)

**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.**