



## MINUTES

### INTERNATIONAL CODE COUNCIL, INC. BOARD OF DIRECTORS MEETING

**MAY 13, 2005  
WASHINGTON, DC USA**

#### **MEETING AGENDA**

- 1.0 CALL TO ORDER** - President Hodge called the meeting to order.
- 2.0 ROLL CALL ESTABLISHMENT OF A QUORUM** - Secretary/Treasurer Bailey called the roll.

	Present	Absent
Frank P. Hodge, Jr., CBO, MCP, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Henry Green, Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Wally Bailey CBO, Secretary/Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Anne vonWeller, Immediate Past President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Adolf Zubia	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ed Berkel, CFI	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gerald D. George, CBO	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Greg Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James T. Ryan, C.B.O	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jimmy Brothers, CBO	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Darnall	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John LaTorra	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Scott	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ron Lynn	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Steven I. Shapiro , CBO	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Terry Cobb, CBO, Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>
William Dupler	<input checked="" type="checkbox"/>	<input type="checkbox"/>
William L. Duck, Jr., CBO	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Quorum Present	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Revised 6/29/2005**

**3.0 REVIEW AND APPROVE AGENDA** - President Hodge requested a review of the agenda. New items were added under **5.0 New Business**. A motion was made by Bailey and seconded by Green to approve the agenda, as revised. The motion passed unanimously.

**4.0 APPROVAL OF MINUTES** - President Hodge requested a review of the minutes. A motion was made by Ryan and seconded by Green to approve the minutes, as revised. The motion passed unanimously.

## **CONSENT ITEMS (C)**

### **C1.0 CHAPTER APPLICATIONS**

A motion was made by Bailey and seconded by Green to approve the consent agenda. The motion passed unanimously.

## **EXECUTIVE SESSION (E)**

### **E1.0 FINANCIAL**

### **E2.0 CURRENT LEGAL ISSUES**

### **E3.0 APPOINTMENT OF 2005 NOMINATING COMMITTEE**

## **REGULAR ITEMS (R)**

### **R1.0 DONATION AGREEMENT FOR INTER-COMPANY TRANSFERS**

The General Counsel explained to the BOD that this is a housekeeping item from the BOD's policy decision on "separateness". A motion was made by Dupler and seconded by Shapiro to approve Resolution 2005-2. The motion passed unanimously.

### **R2.0 REPORT OF THE 2005 BYLAWS COMMITTEE**

President Hodge recognized and thanked the committee for their work. The committee was composed of Tim Ryan, Chair, Gerry George, and John LaTorra. He turned the discussion over to the Chair Tim Ryan, to run through the proposed changes. After the BOD reviewed the proposed changes, a motion was made by Cobb and seconded by Lynn to authorize, by resolution, the proposed changes to go forward to the Membership for consideration in Detroit. The motion passed unanimously.

A motion was made by Johnson and seconded by vonWeller to modify section 2.1.1 of the proposed By-law changes. The motion passed unanimously.

### **R3.0 PROPOSED ICC PRIVACY POLICY**

The BOD was provided with a proposed ICC Privacy Policy, which was just completed by outside counsel. The General Counsel explained to the BOD that this is an attempt to develop a policy to protect members and customers privacy. A motion was made by Johnson and seconded to table the agenda item. The motion passed.

#### **R4.0 RECOMMENDATIONS FROM THE IAC**

The BOD reviewed the recommendations of the IAC and took the following actions:

1. Copyright. The IAC requests that the alternate copyright release be placed on the code change submittal form and that Section 3.3.4(5) of the Code Development Procedures be revised to only reflect the alternate release as the only copyright release. The BOD took no new action on this recommendation and asked staff to communicate back to the IAC that the BOD believes that the current policy addresses the broadest range of concerns.
2. Web cast. The IAC applauds the ICC Board's decision to web cast the code development hearings and wireless internet access in hotel rooms. They strongly encouraged the Board to continue those services at future hearings. The BOD asked staff to communicate their thanks for the feedback on this item. The BOD asked staff to assure that there was continued funding for this activity in the budget. They also asked staff to continue to provide the service while exploring ways to fund the activity from outside sources.

#### **R5.0 STATUS REPORT FROM THE AD-HOC COMMITTEE ON COMMITTEE APPOINTMENTS**

Gerry George provided the BOD a status report on the Committees work. He said there are really two issues at play. One is dealing with the several organizations that have expressed concerns about committee appointment process. The committee is looking at these type of questions:

- Are committees appropriately sized for the activities they undertake
- Does the committee embrace the proper stakeholders for the subject matter
- Are opportunities for service on committees broadly known by stakeholders who may wish to be considered
- Are set-asides properly managed
- What opportunities exist for other organizations that support the ICC mission to contribute to the committee appointment process, in order to build long lasting relationships
- Are there proper protections in place to safeguard the ICC C&SDP
- Are committee members adequately recognized for their volunteer work
- Is there consistency and continuity between technical and non technical committee appointments

President Hodge explained that there is some overlap between the Committees work and the current NAHB negotiations. Those issues are:

1. The size of committees is at the core of both matters.
2. The role of the BOD in appointments, “oversight”.

President Hodge believes that by getting feedback from the Ad-hoc committee; it will keep the committees work and the NAHB negotiating team on the same course.

No action on this matter was required.

#### **R6.0 2006 CODE COMMITTEE APPLICATION DEADLINE**

Staff recommended that the BOD modify CP 7. The current deadline for code committee applications is also the same date as the code change deadline. This puts a enormous strain on resources. This proposed change will help staff deal with the logistics required for appointments and will provide members definitive dates that they will become familiar with, resulting in a greater awareness about the appointment process.

A motion was made by Ryan and seconded by vonWeller to approve the following change. The motion passed unanimously.

**4.2 Announcement:** The committees on which appointments are available and to be made shall be publicized and an announcement made that applications are being received. The deadline for receipt of applications for appointment to ICC Code Development Committees shall be January 1 for the first 18 month cycle and July 1 for the second 18 month cycle. The deadline for receipt of applications of other committees shall be posted no later than 30 days prior to the deadline, unless otherwise provided in the applicable council policy or approved by the ICC Board.

#### **R7.0 AD HOC COMMITTEE REPORT ON PROPOSED CHANGES TO CP-10**

At the February BOD meeting the Board asked for more details on the proposed new Chapter Benefits Program. The BOD was provided with ideas for the new “cafeteria” plan. Henry Green provided a summary of the report and recommendations. After director Green ran through the item there was discussion about changing points awarded for purchase of contract training from 40 to 10 points. There was also discussion about striking “from chapter membership in the Recruit new member’s category.

Director Cobb and others questioned the financial impact and asked for a more detailed analysis from staff before moving forward. There was also a feeling that

ICC should get feedback from existing chapters before finalizing the proposed changes. A motion was made by Cobb and seconded by Lynn to table the agenda item and take it back to the committee for review. The motion passed unanimously.

### **R8.0 CHAPTER APPLICATIONS**

These were two applications that did not meet the letter of the new BOD policy on chapters, but qualify under the old. The applicants have requested a waiver and staff recommends approval.

A motion was made by vonWeller and seconded by Shapiro to approve the waiver and application for the North Carolina County Fire Marshals Association. The motion passed unanimously.

A motion was made by vonWeller and seconded by Shapiro to approve the waiver and application for the Brazos Valley Chapter. The motion passed 17 to 1.

### **R9.0 PROPOSED STAFF SCHOLARSHIP FUND**

Director Green proposed the establishment of a Scholarship Fund for Staff Family Members. Henry provided a handout for the BOD. The Scholarship Program would be established in appreciation of employees for their untiring commitment and service to members and is intended to remind us of how special our employees' children are to us. The program would serve as recognition of Brian Yerkes and Geoffrey Hall, two children of employees who tragically lost their lives in 2005. The Scholarship Program will provide financial awards to children of employees in pursuit of higher education.

The program is to be administered by the International Code Council office of the COO. The International Code Council Foundation will act as the permanent home for the scholarship Fund that will be supported from multiple sources including

- An annual endowment by the ICC Board of Directors
- Personal contributions from members of the ICC Board of Directors
- Personal contributions from the CEO, COO, and ICC Leadership Team
- Personal contributions from any ICC employee
- Other individuals or groups who desire to contribute

After discussion a motion was made by Duck and seconded by Dupler to: 1. Establish the scholarship program and 2. Amend the 2005 budget to contribute \$10,000 to the fund. The motion passed unanimously. President Hodge and VP Green challenged each member of the BOD to personally contribute \$120.00 to the fund.

## **R10.0 REVIEW OF ICC CAPITAL HILL DAY**

The BOD did a post event analysis on the Capitol Hill day. Sara and Mark guided the conversation. Overall the BOD felt it was a great success and a good start for this annual activity. They provided some feedback for next year's event.

## **RESUME MEETING AGENDA**

### **5.0 OTHER BUSINESS**

**5.1 BOD RESOLUTION 2005-1 SIGNATORY AUTHORITY FOR THE COO.** A motion was made by Bailey and seconded by Green to approve the resolution. The motion passed unanimously.

**5.2 REPORT ON Institute for Building Technology and Safety (IBTS).** Director Shapiro requested an assessment report on IBTS plan review services being offered to ICC Chapters, for the next BOD meeting.

**5.3 FUTURE INFORMATION FOR THE BOD.** Director Ryan requested a brief departmental report to be provided for each BOD meeting. The COO agreed and will implement that, as well as a quarterly report of the same nature.

### **6.0 ADJOURNMENT**

## **INFORMATIONAL ITEMS (I)**

The following were informational items only no action taken

**11.0 NEXT MEETING & 2005 BOD CALENDAR UPDATE**

**12.0 ASPE ONE PLUMBING CODE SUMMIT – ICC'S POSITION STATEMENT**

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**Wally Bailey, Secretary/Treasurer**