



**International Code Council
Education Committee**
December 1st-2nd, 2016
In-Person Meeting
Dallas, TX
08:00am CT

EC Chair:	Nancy Springer
EC Vice-Chair:	John Delesandro
Committee Members:	Michael Boso
	Dave Horras
	James Lake
	Sean Reid

ICC Staff:	Laurence Genest
	Mark Johnson
	Tracy Lendi
	Hamid Naderi
	Allison Street
	Casey Thomas

MINUTES

- I. Call to Order**

The Education Committee meeting was called to order at 08:09am CT on December 1st by Education Committee Chair, Nancy Springer.
- II. Roll Call**

Ms. Springer asked Executive Assistant, Casey Thomas, to call roll. All members were physically present, with the exception of Mr. Sean Reid, who was present via conference line. Quorum was established.
- III. Review and Approve Agenda**

Mr. Dave Horras made a motion to approve the agenda. Education Committee Vice-Chair, John Delesandro seconded. The agenda was approved unanimously.
- IV. Review and Approve Minutes from July 13th, 2016 Teleconference**

Mr. Delesandro motioned to approve the Minutes. Mr. Horras seconded. Minutes were approved.
- V. The Business Side of T & E**

Vice President of Education, Tracy Lendi, explained that this agenda item was included in order for the Committee to better understand how the ICC training department works internally and to have the Committee and department better leverage each other and work together.

She covered the two sides of the department: the business and the service side. This is further broken down into 3 different units: Training Service/Team Support/Business Development.

She briefly went over the financial structure, the cost centers and the budget goals. She discussed how the Education Committee can help support those goals from a topical and geographical standpoint. For example, identifying new markets, helping to channel Member issues, support for the Preferred Provider Program and help encouraging Chapters to hand in their Annual Reports for the Chapter Education Benefit.

VI. ABM Education Courses (2016)

Manager of Training and Education, Allison Street reviewed the survey results of the ABM Education Courses. The attendance was off because the scanners were not functioning properly. 90 minute courses were the preferred format followed by 3 hr. courses. She also stated that having the host committee select courses helped contribute to the success of the program.

Looking to 2017, there will be more rooms and building tour space. There will also be a combined call for the education courses with the pavilion courses. The call for Education of the Year will also be earlier in 2017.

VII. Traditional Institutes and Open Enrollments

Ms. Lendi reviewed the schedule for 2017 Institutes. She asked the Education Committee for support and suggestions including, soft skill topics, states that are not covered, code topics not covered and partnerships for training space.

VIII. BPI Program

The tracks for the BPI program will be as follows:

1. Leadership (new)
2. Building Safety
3. Residential Certification Academy
4. Multigenerational Communication in the workplace

All the tracks will be 3 days with the exception of the Residential Certification Academy, which will have a 4th day for the test.

Break: 11:36am CT

Resume: 12:39pm CT

IX. Certification Curriculum

Ms. Street explained that T & E was exploring job title certifications.

[REDACTED]

- X. Certification Test Academies**
- A. B1 Residential Building Inspector- at BPI Institute
 - B. B2 Commercial Building Inspector-Alaska
 - C. CS Code Specialist- Region III, Chaska MN

Ms. Street stated that the three topics listed are the 3 academies that have been developed thus far. She and Ms. Lendi briefly discussed the format, what will be covered and the dates they are scheduled. Ms. Lendi asked the Education Committee to help identify groups and regions that would be interested in the Academies as well as any topics that should be covered. Ms. Street reiterated that the Academies do not train to the test.

XI. Contract Trainer Program

Ms. Lendi stated that T & E relies on contract trainers. She has been working on streamlining and formalizing the contract trainer process. [REDACTED]

[REDACTED]

XII. Fire Program

[REDACTED]

It was decided that a survey will be developed in conjunction with marketing and the ICC Fire Services rep to better address the training that is needed for the fire programs.

XIII. Learning Management System (f/k/a ICC University)

Ms. Lendi outlined the concept of the Learning Management System. Basically, the new Learning Management System (LMS) will break the wall between Training and Certification. The LMS will include both training courses and the ability to sign up for an exam and when it is ready, be able to take an Internet Based Exam. It will be linked to the various ICC databases and it will be able to hone in on certain groups for direct marketing. [REDACTED]

Mr. Delesandro motioned for the Meeting be adjourned for the day. Mr. Michael Boso seconded. All were in agreement. Meeting was adjourned at 01:56pm CT on December 1st, 2016.

December 2nd, 2016

The continuation of the Education Committee meeting was called to order by Education Committee Chair, Nancy Springer at 08:37am CT. All members were in attendance including Mr. Reid via teleconference. A quorum was present.

XIV. Education Committee Website on ICCsafe.org

Ms. Lendi explained the current status of the ICC Safe website. Discussion ensued on the best way to access the information pertinent to the Education Committee and Professional Development Council.

XV. Preferred Provider

Sr. Vice President of Product Development, Hamid Naderi, reviewed the current statistics for the Preferred Provider Program. He also covered the 3 types of renewal letters that are being sent to current Preferred Providers 1) to those that applied but never followed up with courses or payment 2) to those who have expired, but have not renewed 3) those that have a renewal coming soon. The Preferred Provider website has also been updated so now Preferred Providers can upload their rosters from courses and participants can print out their certificates. The Preferred Provider guide should also be updated and perhaps make a navigational guide that will include both pictures and videos. This should be discussed by the Education Committee at a future meeting.

Ms. Lendi floated the concept of a "Platinum Provider." It is envisioned that those that sign up with this will be offered more exposure on ICC sites, including ICC U and have other benefits. This too will be further discussed at a future meeting. Another issue is the auditing of the Preferred Providers. Each Education Committee member provided his/her views on auditing. Many felt there should be a comment section on Preferred Provider website.

[REDACTED]

XVI. Other Business

Ms. Springer stated that she will review the list and tasks will be assigned to the Education Committee.

Executive Vice President & Director of Business Development, Mark Johnson, gave an update on ICC happenings on the international scene including his recent travel to Saudi Arabia and Dubai.

XVII. Adjournment

Mr. Delesandro motioned to adjourn the meeting. Mr. Boso seconded. Meeting adjourned at 10:40am CT.