



**International Code Council
Professional Development Council
February 26, 2024
11:00am CT**

PDC Chair: Rich Truitt

ICC Board Liaison: Steve McDaniel

CC Members	EC Members
Johnny Goetz	David Adcock
Megan Braswell	M. Cade Booth
Tyler Jennings	Scott Holm
Laura Pellizzi	Sandi Morris
Lance Simms	Walter Schneider
Peter Zvingilas	Rich Truitt

ICC Staff: Margaret Awokoya
Ron Piester
Autumn Saylor

AGENDA

1. Call to Order

Chair Rich Truitt called the meeting to order at 11:02 am central time.

2. Roll Call

Mr. Truitt called the roll. Three Council members (Ms. Braswell, Mr. McDaniel, Ms. Pellizzi) were absent. All other members were present, establishing a quorum of 10 members.

3. Approval of Agenda

Mr. Truitt presented the draft agenda to the Council for consideration. A motion was made and seconded to approve the draft agenda. The motion passed unanimously.

4. Approval of Minutes from May 2, 2023, Meeting

Mr. Truitt presented the draft minutes from the May 2, 2023, meeting to the Council for consideration. There were no additions or corrections. A motion was made and seconded to approve the draft minutes. The motion passed unanimously.

5. Emory R. Rodgers Leadership in Building Safety Fellowship

a. Process review

Ron Piester provided an overview of the application, review and decision-making process for the Emory R. Rodgers Leadership in Building Safety Fellowship. Applications were received from seven individuals: Melvin Corredor, Lisa Hartwig, Charles (Andy) Higgins, Shane Hoeper, Dave Larkin, Javed Niaj Mohsin and Daniel Willham. Ron informed the Council that Mr. Mohsin does not meet several Fellowship application criteria, and that Mr. Willham's letters of recommendation were received after the application deadline.

b. Rating results

Council members completed and submitted a rating sheet for the candidates prior to the meeting. Candidates are rated according to six criteria, awarding up to 10 points for each criterion for a total of 60 possible points per Council member. The cumulative rating of the candidates is:

i. Melvin Corredor	381
ii. Lisa Hartwig	361
iii. Charles (Andy) Higgins	405
iv. Shane Hoeper	347
v. David Larkin	315
vi. Javed Niaj Mohsin	148
vii. Daniel Willham	320

c. Discussion

Mr. Truitt reminded the Council of its role to provide a short list of recommended award recipients to the Board of Directors Executive Committee for final selection. Following general discussion on the candidates, the Council reached consensus that Mr. Mohsin did not qualify for further consideration. Mr. Holm indicated that one of the programs submitted by Mr. Corredor (University of Florida – Graduate Certificate in Nonprofit Leadership) may not qualify as an eligible program. Ron Piester responded that staff will further review the program to determine if it is eligible if Mr. Corredor is recommended to the Executive Committee for further consideration.

d. Recommendation(s)

A motion was made and seconded to present Charles Higgins as the Professional Development Council's (PDC) primary recommendation to the Board Executive Committee for consideration.

A motion was made and seconded to present Lisa Hartwig and Melvin Corredor as the PDC's secondary recommendations to the Board Executive Committee for consideration. Ron Piester encouraged the Council to consider establishing a hierarchy between the two secondary recommendations to avoid the potential for ambiguity. Following additional discussion, a motion amending the main motion was made and seconded to present Lisa Hartwig as the PDC's secondary recommendation to the Board Executive Committee for consideration. The Council then voted on the main motion as amended. The amended motion passed unanimously.

The Council discussed the process for notifying candidates who are not selected for the Fellowship. Several candidates who presented strong applications should be encouraged to consider reapplying for the Fellowship in the future.

A motion was made and seconded to include language in letters encouraging qualified candidates who were not selected this year to consider reapplying for next year's Fellowship. The motion passed unanimously.

6. Next Meeting

Ron Piester provided an overview of the next in-person Council meeting which will be held in conjunction with the 2024 ICC Leadership Week & Hearings in Orlando, Fl. The Certification and Education Committees will meet separately on Monday, April 8, followed by a joint meeting of the PDC on Tuesday, April 9.

7. Other Business

No other business was introduced by the Council.

8. Adjournment

There being no other business, Mr. Truitt called for a motion to adjourn. A motion was made and seconded to adjourn the meeting at 11:49 am central time. The motion passed unanimously.



**International Code Council
Professional Development Council
April 9, 2024
8:00am ET**

PDC Chair: Rich Truitt

ICC Board Liaison: Steven McDaniel

CC Members	EC Members
Johnny Goetz	M. Cade Booth
Ashley Ong	David Adcock
Tyler Jennings	Scott Holm
Laura Pellizzi	Sandi Morris
Lance Simms	Walter Schneider
Peter Zvingilas	Rich Truitt

ICC Staff: Margaret Awokoya
Mark Johnson
Karla Higgs
Ron Piester
Hamid Naderi
Autumn Saylor
Matthew Winn

MINUTES

1. Call to Order

Chair Rich Truitt called the meeting to order at 8:01 AM eastern time.

2. Roll Call

Mr. Truitt called the roll. All members were present except Mr. McDaniel, constituting a quorum of twelve members.

3. Self-introductions

Mr. Truitt asked the members of the Council to introduce themselves as some were attending their first in-person meeting.

4. Approval of Agenda

Mr. Truitt presented the draft agenda to the Council for consideration. A request was made to switch the order of agenda items 7 and 8. A motion was made to approve the draft agenda, switching the order of items 7 and 8. The motion passed unanimously.

5. Approval of draft Minutes from February 26, 2024, Meeting

Mr. Truitt presented the draft minutes from the February 26, 2024, meeting to the Council for consideration. There were no additions or corrections. A motion was made and seconded to approve the draft minutes. The motion passed unanimously.

6. Emory R. Rodgers Leadership in Building Safety Fellowship

a. Executive Committee decision

At the request of the Chair, Ron Piester reported that the Executive Committee of the Board of Directors concurred with the Council's recommendation of Charles "Andy" Higgins to receive the 2023 Emory R. Rodgers Leadership in Building Safety Fellowship, and that Mr. Higgins had been notified of his selection as the Fellowship recipient. In addition, all other applicants were notified of the decision and were encouraged to apply again in 2024.

b. 2024 Schedule

Mr. Piester provided an overview of the 2024 Fellowship schedule. The deadline for submitting applications is December 16, 2024.

7. April 8, 2024, Education Committee meeting report (heard after agenda item #8)

Education Committee Chair Scott Holm provided a summary of the results of the Education Committee meeting, held on April 8.

a. Educator of the Year

Mr. Holm informed the Council that the Education Committee recommended Matthew Hunter to the Board of Directors for Educator of the Year. In addition, the Committee recommended providing special recognition to Pete Roque for his innovative approach to educating children about the importance of building codes.

b. Annual Conference education sessions

The Committee received 45 submissions for education sessions at the 2024 Annual Conference. Eleven sessions were chosen to be presented at the conference. Ten educational tracks will be provided, including some of the most popular and highly demanded courses offered by Code Council staff.

c. Higher Education Working Group

The Higher Education work group has established a goal to define alternate paths for code officials to qualify for building safety position through higher education.

d. Technical Training Program updates

The Technical Training Program (TTP) has been rebuilt within the Training Department Learning Management System, including a portal version for instructors. The TTP is currently utilized by approximately 50% High Schools with the remainder trade schools and other programs. A new version of the program utilizing the International Building Code (for commercial construction) is scheduled for development in the future.

e. Preferred Provider Network update

Hamid Naderi provided an update on the Preferred Provider program to the Council.

8. April 8, 2024, Certification Committee meeting report (heard before agenda item #7)

Certification Committee Chair Peter Zvingilas provided a summary of the results of the Certification Committee meeting, held on April 8.

a. Certification exam delivery updates

Autumn Saylor provided statistics on credentialing exams, including an update on PRONTO exam delivery and improvements to virtual proctor performance. Ms. Saylor announced that credentialing exam delivery was scheduled to expand to include in-person testing beginning on July 1.

A motion was made and seconded to move to Executive Session for additional discussion on in-person testing. The motion passed unanimously.

Questions were asked regarding the cost of in-person vs. PRONTO exam delivery, accessibility for in-person candidates, and how requests for accommodation would be considered, leading to a general discussion regarding accommodations. Ms. Saylor indicated the goal was to provide an identical user experience for PRONTO and in-person candidates, including a long-range goal to allow dual monitors.

A motion was made and seconded to move out of Executive Session. The motion passed unanimously.

b. Program updates

Ms. Saylor provided an update on the initiative to allow exam candidates to utilize digital codes as part of the exam experience. Mark Johnson discussed the hierarchy of demand for certain references, and the availability to provide them digitally based on existing agreements with standards developing organizations. Ms. Saylor also provided an analysis of the credentialing reinstatement program. A new program is being considered, which would include the development of national exam(s) focusing on the roles and responsibilities of Code Enforcement Officers. The Code Council is currently discussing this program with the American Association of Code Enforcement (AACE), which could impact the certifications AACE currently offers.

c. New department video

Mr. Zvingilas introduced a new video that was developed by the Credentialing Department, followed by a showing of the video to the Council.

9. Next Meeting

Mr. Piester indicated that the next meeting of the Council has not yet been scheduled, but that the members would be notified and polled for availability as necessary in the future

10. Other Business

No other business was introduced by the Council.

11. Adjournment

There being no other business, Mr. Truitt called for a motion to adjourn. A motion was made and seconded to adjourn the meeting at 9:28 AM eastern time. The motion passed unanimously.