



2025 Education Program

Tuesday, October 21

Code Enforcement

Inspection and Compliance Notices

Inspections are formal examinations conducted by regulatory authorities, code enforcement officers, or designated staff to ensure that a property, business, or activity complies with applicable laws, codes, and standards. During an inspection, officials may:

- Observe conditions on-site.
- Take notes, photographs, or measurements.
- Verify documentation or permits.
- Identify any violations or hazards.

Inspections are typically scheduled periodically, but they may also occur in response to complaints, observed hazards, or as part of follow-up enforcement actions. Attendees will learn how to write a notice of compliance and make sure that all relevant information is included in the notice. Inspections and their documentation can make or break a case, which is why it is important to understand what needs to be included on your compliance notice.

Writing Inspection Search Warrants

Knowing why, when, and how to write an inspection search warrant is essential to effective enforcement of the codes. This presentation will cover the constitutional basis for inspection search warrants, code provisions for right of entry, gathering the evidence needed for a warrant, and drafting the complaint for a search warrant as well as the search warrant itself.

Safety Protocols During Inspections

This course provides code enforcement professionals with essential safety protocols to implement during inspections. Participants will learn best practices for identifying potential hazards, utilizing personal protective equipment, and maintaining safety awareness in various inspection environments. Emphasizing proactive safety measures, this course aims to equip inspectors with the knowledge and skills necessary to conduct thorough inspections while minimizing risks to themselves and others.

Next-Level Leadership for Code Enforcement Professionals

Next-Level Leadership for Code Enforcement Professionals' is designed for supervisors, managers, and aspiring leaders ready to take their department's performance and commitment to new heights. This interactive training blends practical management strategies with the unique challenges of code enforcement—balancing community engagement, regulatory compliance, and team leadership. Participants will explore effective ways to set department priorities, streamline operations, foster staff development, and navigate political and public pressures with confidence. Real-world examples will highlight innovative solutions for improving efficiency, building public trust, and delivering consistent, high-quality communication. Whether you're leading a small-town office or a large municipal team, this session will equip you with the tools, insights, and leadership mindset to guide your department toward greater success.

When Disaster Strikes – Evaluator Training

It is recommended that you attend all four sessions in this track as they build on each other.

Evaluator Training—Parts 1–4

All too often after a disaster, an affected community is left on its own to struggle with conducting and completing its Post-disaster Building Safety Evaluations. When Post-disaster Building Safety Evaluations are not conducted quickly and consistently, a community's residents will reoccupy potentially unsafe structures. This training session is one of few recognized by FEMA and is identified within the NIMS Post-Disaster Building Safety Evaluator typing document as required training.

This training session begins by reviewing the various phases of a disaster, emergency management basics, and the post-disaster roles and responsibilities typically assigned to building departments in the wake of disasters. This training then discusses the importance of performing Post-disaster Building Safety Evaluations rapidly and consistently. This training session discusses when and how to perform building safety evaluations along with training and credentialing requirements. This training provides information related to operational environments and disaster related hazards along with instruction, training and practice examples on performing building safety evaluations. The goals of this training are to outline the roles of the Post-Disaster Building Safety Evaluator, provide instruction on performing evaluations, and introduce training and credentialing requirements.

Energy Code

2024 IECC Commercial Significant Changes

Learn about the significant changes within the 2024 *International Energy Conservation Code*® (IECC®) as they relate to newly constructed commercial buildings. Attendees will examine the code's updated intent section, discuss code changes that increase energy efficiency in commercial and high-rise multifamily buildings, and explore optional appendices that offer greater energy and emission reductions. Topics will include new concepts introduced in the 2024 IECC, such as thermal bridging and Total System Performance Ratio. Opportunities for involvement in the 2027 IECC development process will also be discussed.

Third Party Acceptance and Documentation Requirements for IECC Compliance

This session is designed to familiarize participants with the provisions of the 2024 IECC residential provisions as they relate to third party roles and responsibilities.

Unpacking the 2024 IECC Commercial and Residential Energy Credits

This session covers the additional energy efficiency credit options of the 2024 IECC for residential and commercial buildings. Participants will learn of base energy credits as well as renewable and load management credits and when each are required. Participants will also review the existing building requirements related to energy credits as well as applicable appendices. An application exercise for new construction and existing buildings will be included.

2024 IECC Residential Significant Changes

This session covers the significant changes within the 2024 IECC as they relate to residential buildings. Attendees will examine the code's updated intent section, discuss code changes that increase energy efficiency in single-family homes and low-rise multifamily buildings, and explore optional appendices that offer greater energy and emission reductions. Topics will include improvements in the building envelope, the expansion of the additional efficiency requirements, and new requirements for existing residential buildings, among others. Opportunities for involvement in the 2027 IECC development process will also be discussed.

Fire

Understanding ESS From Codes to Response

This program will provide the needed general understanding of Energy Storage Systems from basic design to code requirements, as well as an understanding of how our fire service would respond when an incident occurs. The program will be fast-paced, and each user will have something to take back and apply to their work.

2024 IWUI Overview

This session provides basic code knowledge for proper application of the 2024 *International Wildland-Urban Interface Code*® (IWUIC®). Instruction covers basic code concepts with a focus on mitigating fire risks to structures and wildland. The goal of this seminar is to become acquainted with the IWUIC and apply it to a Community Wildfire Protection Plan for a local jurisdiction.

Challenges of NFPA 285 Engineering Analysis

Engineering Analysis is a necessary tool to provide the fire protection and safety of our buildings. The exponential number of wall assembly combinations and detailing of enclosure assemblies in the built environment prevents the opportunity to confirm fire performance through direct testing. This is especially true with the required investment of time, effort, and cost of for larger scale tests such as NFPA 285. Qualified Fire Engineering teams in partnership with third-party labs and the product manufacturers offer the opportunity to extend successful test results beyond the tested specimen through a Letter of Engineering Analysis. This presentation will discuss the opportunity, challenges and limitations present when considering acceptance of test data extended to support substitution or modification to an assembly.

Fire Ratings for Fire Officials

This session will equip fire code professionals with practical tools to interpret and apply fire-resistance rating requirements during plan reviews and field inspections. Using the 2024 *International Building Code*® (IBC®) Chapter 7 as a foundation, attendees will learn how to identify fire-rated assemblies, understand rating types, and verify compliance in a variety of occupancy scenarios. Designed for fire code officials new to IBC Chapter 7 provisions, this class aims to demystify fire ratings and build confidence in applying requirements.

I-Code and Structural

Mass Timber Buildings and 2024 IBC/IFC

The 2024 *International Building Code* (IBC) allows for construction of mass timber buildings with larger heights and areas than permitted for wood construction in Types III, IV-HT (heavy timber), and V. This course will provide a comprehensive overview of provisions for construction of mass timber buildings including Type IV-A, IV-B, IV-C and heavy timber used in Type IV-HT construction. Mass timber includes any structural element permitted for use in Type IV construction that meets minimum cross-section dimensions of Type IV Construction. Examples of timber products include cross-laminated timber (CLT), structural composite lumber (SCL), glued laminated timber (glulam), mechanically laminated decking (a.k.a. nail-laminated timber, NLT), and large section sawn timbers. Learn about provisions for mass timber construction per the 2024 IBC and 2024 International Fire Code (IFC). Research and development conducted in support of new tall mass timber Construction Types IV-A, IV-B and IV-C in the 2024 IBC will also be discussed. Topics include heights and areas, fire safety, fire and connection design, construction fire safety, special inspection, energy, acoustics and lateral design provisions.

How to Read Truss Documentation

This session will give an overview of the responsibilities of each party involved in using metal-plate connected wood trusses. Understand the fundamental forces within a wood truss. Special attention is given to reading and understanding truss documentation and how this can be helpful at a project site.

2024 IBC and ASCE 7-22 Loads

This presentation will provide information to assist code officials on the proper evaluation of structural loads per the 2024 IBC and the IBC-referenced 2022 ASCE/SEI 7 Minimum Design Loads and Associated Criteria for Buildings and Other Structures (ASCE 7-22). An overview of each topic along with changes that have occurred to the 2024 IBC and ASCE 7-22 will be provided as well as examples to show their application. The following topics will be presented:

- Risk Categories
- Live and Rain Loads
- Snow and Ice Loads
- Wind and Tornado Loads
- Earthquake Loads
- Flood and Tsunami Loads
- Temporary Structures

2024 IBC Structural Significant Changes

Review and analyze select significant structural changes from 2021 to the 2024 edition of the IBC. Specific code changes that have occurred will be identified along with the reasoning behind the changes. Topics include changes to provisions for roofs (Chapter 15), structural design (Chapter 16), special inspections (Chapter 17), soils/foundations (Chapter 18) and materials including concrete, masonry, steel, wood and glass (Chapters 19-24). Updated provisions for temporary structures (Chapter 31) will be discussed.

Commercial

Overview of the Existing Building Code

This course will provide an overview of the *International Existing Building Code*® and the application of it on existing buildings, including which compliance method may work best for code compliance for various project types.

2024 IBC Non-Structural Significant Changes

This seminar reviews select significant changes from the 2021 to the 2024 editions of the International Building Code (IBC). Although the focus of the presentation is on revisions to the IBC fire- and life-safety provisions, additional areas of discussion include accessibility, construction materials, and building services. This high-level review assists building officials, fire officials, plan examiners, inspectors, and design professionals in identifying the specific code changes that have occurred and understanding the reasoning behind the changes.

2024 PMG Significant Changes

This session introduces participants to the major changes from the 2021 IPC, IMC and IFGC to the 2024 IPC, IMC and IFGC. Discussions will assist code users in identifying the specific code changes that have occurred, and more importantly, understanding the reason behind the change. Finally, it explains those code changes selected due to their frequency of application, special significance or change in application.

ICC 500—Storm Shelters

This course introduces the *ICC 500 Standard for the Design and Construction of Storm Shelters*, 2023 edition. The ICC 500-2023 is the 4th edition of the ICC 500, was published in 2023, and is subsequently referenced by the 2024 I-Codes. The ICC 500-2023 provides minimum design and construction requirements for storm shelters that provide a safe refuge from storms producing high winds, hurricanes, and tornadoes. It contains design requirements for the main wind-resisting structural system and components and cladding. It also provides basic occupant life safety and health requirements including means of egress, lighting, sanitation, ventilation, fire safety, and floor space. This course begins by providing an overview of the code provisions found within the 2024 I-Codes that establish when and where storm shelters are required. This course then briefly introduces FEMA's P-361 Guidance for Community and Residential Safe Rooms for purposes of comparing terms and requirements. This course then goes on to provide an overview of the ICC 500 with discussions on some of its key provisions and requirements.

Residential Code

2024 IRC Significant Changes (non-ASCE 7)

This session focuses on the most significant changes to the *2024 International Residential Code*® (IRC®). Each topic selected focuses on the section changed, the significance of the change and how it will likely change dwelling and townhouse design. The course familiarizes building officials, fire officials, plans examiners, inspectors and design professionals with many of the significant changes in the 2024 IRC. It assists code users in identifying the specific code changes that have occurred, and more importantly, understanding the reason behind the change.

IEBC Commercial to Residential Occupancy (Apartments/Condos)

This session will introduce the 2024 IEBC Change of Occupancy, Chapter 10, to determine the minimum requirements for a change of occupancy from a commercial use to a residential use. To examine the critical concepts, we will use an example building that is a warehouse (Group S-2) that will be renovated to become apartments or condos (Group R-2).

Modular Construction—Onsite Responsibilities for Code Officials

Offsite construction methods are rapidly becoming an essential part of today's building industry, driven by the need for efficiency, safety, sustainability, and innovation. This session explores the fundamentals of offsite construction, highlighting key industry standards and clarifying the roles and responsibilities of code officials during onsite inspections.

Improving Housing Affordability: ADUs, Tiny Homes, Two-family Homes

Many cities are struggling to find sufficient housing; creative solutions are proposed every day. The residential code has expanded options over the last decade to help meet this need. Today accessory dwelling units, tiny homes and two-family dwellings are options for adding additional dwelling units to a properly zoned lot.

Permit Technician

What an Inspection Looks Like

This session offers a photo-driven walkthrough of the inspection process across all major disciplines in building safety. From foundation to final, participants will learn what different types of inspectors look for and why it matters. Using real-world job site photos, the class explores the responsibilities of building, plumbing, mechanical, electrical, fire, and code enforcement inspectors. Each section highlights key inspection checkpoints, common issues found in the field, and how to recognize compliance versus violations. Ideal for permit technicians, building inspectors, plan reviewers, and code officials, this course strengthens your ability to interpret what you see on-site or in plan review and understand how it connects to the code. Whether you're new to the profession or expanding your knowledge, you'll leave with a sharper eye for what good—and bad—looks like.

Communication and Effective Writing

Clear, professional communication isn't just a soft skill—it's a superpower. Whether you're answering customer emails, collaborating with teammates, or updating permit records, the way you write shapes how you're understood, how quickly things get done, and how smoothly your team operates. Join us for a practical and engaging webinar that will transform the way you write at work. From tightening up wordy messages to using tools like AI and Quick Parts for faster responses, you'll leave with strategies you can use immediately.

Over the Counter Plan Review

This interactive session provides an in-depth look at various permit types, plan review processes, and how over the counter (OTC) permit reviews are handled within a building department. Participants will gain insight into how to identify permits eligible for the OTC process and understand the workflow efficiencies they offer. Using real-world examples, we will walk through plan review steps for both residential and commercial projects typically processed as OTC, such as accessory structures, fencing, door/window replacements, Certificates of Occupancy, re-roofs, and sign permits. The class will highlight best practices, common review considerations, and the criteria for determining eligibility for OTC processing.

Blueprint Reading

This entry-level session introduces the fundamentals of reading and interpreting blueprints, and technical drawings used in the construction industry. Through visual hands-on exercises and real-world examples, participants will learn how to navigate basic architectural drawings, understand symbols and notations, and extract critical information for determining proposed construction projects.