



**International Code Council
Professional Development Council
Certification Committee
(CC)**

February 23, 2015
Teleconference and Web Conference

CC Member	Location	Office Phone	Cell Phone
Richard C. Witt [CC Chair]	Chesterfield, VA	(804) 751-4161	(804) [REDACTED]
Jeremy Searfoss [CC Vice-chair]	Reading, PA	(610) 655-5333	(610) [REDACTED]
Cindy Davis	Richmond, VA	(804) 371-7161	
Autumn Hartsoe	Goodyear, AZ	(623) 882-7307	(480) [REDACTED]
Jeff Whitney	Moab, UT	(435) 259-1345	(435) [REDACTED]
Gilbert Gonzales – BOD liaison	Murray, UT	(801) 270-2413	(801) [REDACTED]
Cash Olszowy – BOD liaison	Lexington, KY	(859) 258-3237	

ICC Staff	Location	Office Phone	Cell Phone
Michelle Porter	ICC Birmingham	(888) 422-7233	(205) 222-0561
Michelle Morley	ICC Birmingham	(888) 422-7233	
Doug Thornburg	ICC Wichita	(888) 422-7233	
Hamid Naderi	ICC Austin	(888) 422-7233	
Mel Oncu	ICC DC	(888) 422-7233	
Mark Johnson	ICC Whittier	(888) 422-7233	

MINUTES

1. Call to Order – 2:03 pm CT on February 23, 2015

- a. Rick Witt, CC Chair, requested that Michelle Porter call roll. CC members and ICC staff members were present as noted above.
- b. Quorum was established
- c. The agenda was approved as presented.
 - i. Motion. Second. Pass unanimous.

2. Previous Minutes

- a. The minutes from the December 15, 2014, CC meeting were approved as submitted.
 - i. Motion. Second. Pass unanimous.

3. New Business

- a. Prior to contacting appellant [REDACTED] Mel Oncu of ICC Legal advised the CC to [REDACTED] [REDACTED] [REDACTED] Ms. Porter presented the Pearson VUE proctor reports on [REDACTED] behavior at the test site on December 13, 2014, which culminated in the proctors [REDACTED] Ms. Porter had previously shared a sample of the emails that [REDACTED] had written to her and [REDACTED]

others, as well as transcripts of voice mails he had left for several ICC staff. Mr. Witt explained to the group the sequence of events once the phone call was made to [REDACTED] including an introduction to the group and notification of the rules governing the hearing procedure. It was noted that this call was being recorded [REDACTED]

Ms. Porter attempted to contact [REDACTED] at each of the two phone numbers he had previously called from; she left a voice mail at one number, with the other stating via recording that the caller was not taking calls. Ms. Oncu was asked if the CC was obligated to have [REDACTED] presence in order to move forward with the hearing. Ms. Porter noted that [REDACTED] had confirmed by email he would be present at the hearing, but did not respond to multiple requests for a phone number to call him on.

Ms. Porter showed the [REDACTED] video recording of the incident to those present, noting how the actions shown correlated with the proctor reports. Mr. Witt stated that the CC needed to send a clear message to [REDACTED] that his behavior was unacceptable, as this type of behavior constituted a safety issue for [REDACTED] employees. Gilbert Gonzales and Jeremy Searfoss agreed that [REDACTED] emails were not appropriate, and that ICC was represented poorly in this situation. Cindy Davis asked if the CC could revoke [REDACTED] existing certifications, and while Jeff Whitney stated [REDACTED], Ms. Porter affirmed that the appeal process had followed the stated rules for appeals and hearings.

Ms. Davis made the following motion: "Based on the evidence provided, the ICC Code of Ethics has been violated. [REDACTED] should be de-certified in all areas in which he is certified by ICC, and prohibited from testing for no less than two years. Reconsideration will only be by hearing in front of this body." Mr. Whitney seconded the motion.

Ms. Davis noted that she added the last line of the motion in case the behavior in question [REDACTED]

[REDACTED] Searfoss agreed with Ms. Davis that reconsideration under her stated circumstances would be fair.

Ms. Oncu [REDACTED] said that she wanted to do additional research before a final decision was made by the CC. Mr. Gonzales stated that he believed revocation was too harsh, but would support prohibition from testing.

Ms. Davis withdrew her motion, until such time as more information is available [REDACTED]; Mr. Whitney withdrew his second. As Ms. Oncu affirmed she could have this research available within two weeks, Mr. Witt requested that the hearing be continued until the March 16, 2015, CC meeting.

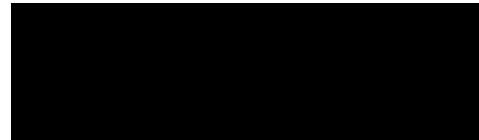
Ms. Davis made a motion to table the discussion [REDACTED] until the March 16 meeting.
Motion. Second. Pass unanimous.

Ms. Davis asked if staff's decision to prohibit [REDACTED] from testing should be affirmed by the CC; Mr. Witt stated that the decision should stand as-is.

4. Mr. Witt reminded the CC members to send their comments on Council Policy #45 to Ms. Porter as soon as possible, as these will be compiled and discussed at the March 17, 2015, Professional Development Council meeting.
5. There being no further business to discuss, the meeting was adjourned at 3:03 pm CT.



Richard C. Witt
CC Chair



Michelle Porter
Director – ICC Certification and Testing



**CERTIFICATION
& TESTING**

**International Code Council
Professional Development Council
Certification Committee
(CC)**

March 16, 2015
ICC Central District Office
Country Club Hills, IL

CC Member	Location	Office Phone	Cell Phone
Richard C. Witt [CC Chair]	Chesterfield, VA	(804) 751-4161	(804) [REDACTED]
Jeremy Searfoss [CC Vice-chair]	Reading, PA	(610) 655-5333	(610) [REDACTED]
Cindy Davis	Richmond, VA	(804) 371-7161	
Ken Morong	Omaha, NE	(402) 333-5792	(402) [REDACTED]
Autumn Hartsoe	Goodyear, AZ	(623) 882-7307	(480) [REDACTED]
Jeff Whitney	Moab, UT	(435) 259-1345	(435) [REDACTED]
Gilbert Gonzales – BOD liaison	Murray, UT	(801) 270-2413	(801) [REDACTED]
Cash Olszowy – BOD liaison	Lexington, KY	(859) 258-3237	

ICC Staff Liaison	Location	Office Phone	Cell Phone
Michelle Porter	ICC Birmingham	(888) 422-7233	(205) 222-0561
Doug Thornburg	ICC Wichita	(888) 422-7233	
Hamid Naderi	ICC Austin	(888) 422-7233	
Casey Thomas	ICC Brea	(888) 422-7233	
Mark Johnson	ICC Brea	(888) 422-7233	

MINUTES

1. Call to Order – 8:47 a.m. CT on March 16, 2015

- a. Rick Witt, CC Chair, requested that Michelle Porter call roll. CC members and ICC staff members were present as noted above. Jeremy Searfoss was present via teleconference, and Ken Morong was welcomed to the CC as fulfilling the unexpired term of Tony DeVoe.
- b. Quorum was established.
- c. Self-introductions were deemed not necessary at this point.
- d. The agenda was approved as submitted.
 - i. Motion. Second. Pass unanimous.
- e. Ms. Porter presented general housekeeping items regarding travel and meals to the group.

2. Previous Minutes

- a. The BIPS minutes from February 23, 2015, were briefly reviewed and approved as-is.
 - i. Motion. Second. Pass unanimous.

Mel Oncu, ICC Legal Counsel, joined the meeting by teleconference at this point.

3. Unfinished Business

- a. The unfinished topic of issuing newly developed certifications to those Exam Development Committee (EDC) involved in new exam development was moved for discussion to the Professional Development Council (PDC) agenda for March 17, 2015, on request of ICC's CEO, Dominic Sims. The PDC minutes reflect that a motion was made and passed (11/1; Whitney opposed) to honor the commitment made by ICC to the affected EDC members and grant certifications in the new exam categories for which they actively participated in development. Also, a motion was made and passed unanimously to place a moratorium on granting certifications to EDC members working on new exams while the policy is being updated for clarity and consistency.

4. New Business

- a. A candidate appeal was heard, with notes as follow:

i.

[REDACTED]

[REDACTED]

[REDACTED]

- b. A brief review and discussion of EDC minutes from 2014 was held, with no action to be taken.
- c. A brief discussion was held about the amnesty program requested by the [REDACTED] for lapsed certifications. The CC has received letters with a proposed alternative for reinstatement, but is waiting to receive survey data from [REDACTED] before proceeding with full discussion. Options such as administration of a shorter exam to those lapsed certificants were brought forth. Comments were made relative to the potential cost of bringing certificants back, and whether amnesty might be a way to mitigate the current lack of certified inspectors.

- d. The Certified Building Official (CBO) EDC was asked to review the new Building Codes and Standards module to see if a 2012 *International Code*-based version could be made available for candidates in jurisdictions where the 2015 I-Codes are not yet adopted. A motion was passed that stated candidates would be given the choice of which technical module (Technology or Building Codes and Standards) they wished to use to achieve their CBO, through the transition period ending December 31, 2016.
- i. Motion. Second. Pass unanimous.
- e. The CC was informed by Ms. Porter that updates to the Certification Program Standards, as well as BIPS/CC Rules, would be forthcoming, based on recent CC decisions and the publication of a new version of a testing standards reference. It was noted that some changes would need to be made sooner than the overall review of the standards and Rules, to be completed in the near future.
- f. A discussion was held about the *Inspector Skills* being used on several certification exams as approved by the applicable EDCs. [REDACTED]
- i. Motion. Second. Pass unanimous.
- g. As stock of the ASTM standards reference ("silver bullet") for Special Inspector exams is running low, Mark Johnson noted that he is working with [REDACTED]. It was noted that the Professional Development Council needs to look at this type of issue and take action on it.
- h. The CC again discussed whether accreditation of the ICC National Certification examination program [REDACTED]
- i. Gilbert Gonzales inquired as to why Special Inspectors do not have to tie their continuing education units (CEUs) directly to the job tasks. Ms. Porter noted that none of the certifications require this currently, and that the issue was unsuccessfully brought before the Board for International Professional Standards (BIPS) previously. Mr. Morong stated that CEUs specifically on special inspection are difficult to find and expensive. Ideas were discussed including a refresher course every few years, as well as potential partnership with other entities.
- j. Ms. Porter was asked to coordinate having the CC appoint several alternates each time EDC rosters are compiled. This would alleviate the need for the CC to meet each time a full EDC member resigns, as the next-ranked alternate on the list would simply move up. Ms. Porter was also asked to more frequently communicate the ongoing calls for committee applicants.

STAFF ACTION: Add discussion to agenda for next PDC meeting.

5. Future meeting dates and locations will be coordinated through the CC Chair and staff.
6. There being no further business to discuss, the meeting was adjourned at 1:49 p.m. CT.
 - i. Motion. Second. Pass unanimous



Richard C. Witt
BIPS Chair



Michelle Porter
Director—Certification and Testing



**International Code Council
Professional Development Council
Certification Committee
(CC)**

June 1, 2015
Teleconference

CC Member	Location	Office Phone	Cell Phone
Richard C. Witt [CC Chair]	Chesterfield, VA	(804) 751-4161	(804) [REDACTED]
Jeremy Searfoss [CC Vice-chair]	Reading, PA	(610) 655-5333	(610) [REDACTED]
Cindy Davis	Richmond, VA	(804) 371-7161	
Autumn Hartsoe	Goodyear, AZ	(623) 882-7307	(480) [REDACTED]
Ken Morong	Omaha, NE		(402) [REDACTED]
Jeff Whitney	Moab, UT	(435) 259-1345	(435) [REDACTED]
Gilbert Gonzales – BOD liaison	Murray, UT	(801) 270-2413	(801) [REDACTED]
Cash Olszowy – BOD liaison	Lexington, KY	(859) 258-3237	

ICC Staff Liaison	Location	Office Phone	Cell Phone
Michelle Porter	ICC Birmingham	(888) 422-7233	(205) 222-0561
Casey Thomas	ICC Brea	(888) 422-7233	
Doug Thornburg	ICC Wichita	(888) 422-7233	
Mark Johnson	ICC Brea	(888) 422-7233	

AGENDA

1. Call to Order at 10:03 am on June 1, 2015

- a. Rick Witt, CC Chair, requested that Michelle Porter call roll. CC members and ICC staff members were present as noted above.
- b. Quorum was established.
- c. The agenda was approved as presented.
 - Motion. Second. Pass unanimous.

2. Previous Minutes

- a. The minutes from the February 23, 2015, CC meeting were approved as submitted.
 - Motion. Second. Pass unanimous.

3. Unfinished Business

- a. The request from the [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] for an amnesty program for lapsed certificants was again discussed. Ms. Porter noted that ICC staff will do a thorough analysis of the survey results received from [REDACTED], considering financial, political, and potential future accreditation impacts, and will present a report to the CC. This report will include a timeline of the notification provided to candidates of the recertification program changes beginning in 2001. Ms. Porter also stated that a date of 2003 would be the oldest lapse that should be considered, as the legacy organizations (SBCCI, ICBO, BOCA, and CABO) had widely varying

exam programs. Cash Olszowy reported that in talking to [REDACTED] ICC Members in May, the majority were in favor of an amnesty program. He noted that because of this interest beyond the state of [REDACTED] the CC would need to discuss this issue from a national standpoint, and present a recommendation to the ICC Board of Directors.

Cindy Davis asked if a potential forgiveness period should be a one-time or ongoing program; Ms. Porter recommended that a one-time program be instituted, if any, as the reinstatement process ICC currently offers is very broad.


- b. The appeal of [REDACTED] was nullified, as subsequent to his appeal, he reinstated his legacy Reinforced Concrete Special Inspector certification.

4. New Business

- a. Ms. Porter presented an information item about Certification and Testing moving toward secure transmission of information to candidates, vs. standard U.S. postal mail. Ms. Davis noted her agreement with this method of quick, verifiable transmission.
- b. Updates of the ICC Certification Program Standards and CC Rules of Procedure will be underway shortly with outside assistance being brought into Certification and Testing to assist with the project. Mr. Witt requested that short- and long-term goals be set, to address items that need more immediate fixes quickly. Ms. Davis asked if this outside help would be working on Education Committee (EC) documents as well, to alignment EC and CC documentation; Mark Johnson stated that this would likely be the case.
- c. Two applications for re-appointment to an EDC due to a change of employment, under initial terms, were reviewed by the CC. Both were voted to be re-appointed. Motion. Second. Pass unanimous.
 - Kim Kelly – Plumbing/Fuel Gas EDC (2014-2016)
 - Carl Blanksvard – Fire Services (2014-2016)
- d. The CC discussed the status of development of a firestopping exam, originally approved by the Board for International Professional Standards (BIPS). Ms. Porter noted that ICC has explored partnership and/or underwriting with [REDACTED] and the [REDACTED] and does not feel that launching an exam with little potential volume is the best use of limited resources. Ms. Davis noted that [REDACTED] had contacted her with a request to be present at the next CC meeting. Mr. Witt noted that when BIPS originally approved development of this new exam, it was with the understanding that funding would need to be secured outside of ICC. He also noted that [REDACTED] appeared before BIPS multiple times with no offer of funding. Mr. Johnson relayed that ICC partnered with [REDACTED] on a firestop manual, and has attempted to bring [REDACTED].

Options discussed by the CC were continuing to seek outside funding, as the ICC-developed training and support document are selling fairly well, or possibly a certificate program instead of a certification.
- e. The CC was presented a request from the Accessibility Exam Development Committee to add the *International Existing Building Code* to the Accessibility Inspector/Plans Examiner exam for exams based on the 2015 I-Codes forward. The CC agreed to this request.
 - Motion. Second. Pass unanimous.
- f. Ms. Porter reported that she will put out a call for EDC applications shortly, with several committees needing additional members. The deadline for receipt of applications is targeted for August 15, 2015.

- g. Mr. Johnson and Ms. Porter relayed concerns from a candidate about his test site experience and the makeup of ICC exams, including his statement that the exams contain “trick” and misleading questions, that he was treated as a criminal at the test site, and that there were no breaks built into the exam time. Autumn Hartsoe reported that she had noticed inconsistencies in proctoring at the Phoenix Pearson VUE site. Ms. Porter noted the procedures that should be followed at each site, per Pearson VUE documentation. Jeremy Searfoss stated that he could understand “sour grapes” from those individuals failing an exam, but that he had not experienced misleading or trick questions, and that all exam and site information is available to candidates for their review.
5. The location and date of the next CC meeting was discussed, with the question of linking the meeting to the ICC Annual Conference posed to the group. Ms. Davis noted that coordination with the EC would need to occur, as their next meeting would involve evaluation of the conference educational program. Proposed meeting timeframes will be discussed and the group polled for availability.
6. There being no further business to discuss, the meeting was adjourned at 11:17 am CT.
 - Motion. Second. Pass unanimous.



Michelle Porter

Director—Certification and Testing

Richard C. Witt
BIPS Chair



International Code Council
Professional Development Council
Certification Committee
(CC)

September 22, 2015
Teleconference

CC Member	Location
Autumn Hartsoe [CC Chair]	Phoenix, AZ
Ken Morong [CC Vice-chair]	Omaha, NE
Cindy Davis	Richmond, VA
Hakim Bayyoud	Beaufort, SC
Gerard Cattani	Orlando, FL
Jeremy Searfoss	Reading, PA
Gilbert Gonzales – BOD liaison	Murray, UT

ICC Staff Liaison	Location
Michelle Porter	ICC Birmingham
Hamid Naderi	ICC Austin
Mark Johnson	ICC Brea

MINUTES

1. Call to Order at 2:01 pm CT on September 22, 2015

- a. Autumn Hartsoe, CC Chair, requested that Michelle Porter call roll. CC members and ICC staff members were present except as noted above (Ken Morong with prior notification and Jeremy Searfoss).
- b. Quorum was established.
- c. The agenda was approved as presented.
 - Motion. Second. Pass unanimous.

2. Previous Minutes

- a. The minutes from the June 1, 2015, CC meeting were approved as submitted.
 - Motion. Second. Pass unanimous.

3. New Business

- a. The hearing of candidate [REDACTED] began with Ms. Porter presenting an overview of his situation and request to reinstate his expired certifications. A discussion was held among the committee with questions raised as to whether this was the same issue as presented previously by the [REDACTED] and how the Board for International Professional Standards (BIPS) had handled this type of request in the past. Ms. Porter noted that BIPS had never reinstated expired certifications, but had provide free vouchers to retest in some cases. Cindy

Davis noted that while this is a similar situation as the [REDACTED] request, Mr. [REDACTED] is not linked to the group.

At 2:28 pm, Ms. Porter conferenced Mr. [REDACTED] into the CC call. Self-introductions were made by the CC members and ICC staff on the call. Mr. [REDACTED] presented his case, relating that [REDACTED]

[REDACTED] He realized at that time his certifications had expired. Ms. Davis asked for the method by which Mr. [REDACTED] had kept current on codes throughout the years, and Mr. [REDACTED] noted items from the transcript attached to these minutes, primarily training classes through [REDACTED]

[REDACTED] joined the call to testify that for the last four or five years, Mr. [REDACTED] had been attending electrical and residential training classes with [REDACTED] some through ICC's Preferred Provider Network. He also stated that Mr. [REDACTED] had been doing inspections with [REDACTED] that would have fallen under [REDACTED] certification (One- and Two-Family Dwelling Inspector).

[REDACTED] was disconnected from the call at 2:48 pm, with discussion following. It was noted by Hakim Bayyoud that it appeared [REDACTED]

[REDACTED] Ms. Davis and Ms. Hartsoe agreed that being out of the industry for that long would require relearning of the codes and current practices, which it did not appear Mr. [REDACTED] had done.

Ms. Davis made a motion to uphold staff denial of Mr. [REDACTED] appeal, with a second by Mr. Bayyoud.

Motion. Second. Pass unanimously

It was noted that if the CC grants the request from [REDACTED] for an amnesty program at the next CC meeting, Mr. [REDACTED] will have the opportunity to apply for reinstatement under the conditions set at that time.

4. The location and date of the next CC meeting was reiterated at November 5 (CC) and 6 (PDC) in Las Vegas, Nevada. Ms. Davis stated that the Education Committee would be meeting informally at the ICC Annual Conference at 6:30 am on September 29, and invited any CC members present to join.
5. There being no further business to discuss, the meeting was adjourned at 3:00 pm CT.
 - Motion. Second. Pass unanimous.

[REDACTED]

Autumn Hartsoe
Certification Committee Chair

Michelle Porter
Director—Certification and Testing



**CERTIFICATION
& TESTING**

**International Code Council
Professional Development Council
Certification Committee
(CC)**

November 5, 2015
Las Vegas, NV

CC Member	Location
Autumn Hartsoe [CC Chair]	Phoenix, AZ
Ken Morong [CC Vice-chair]	Omaha, NE
Cindy Davis	Richmond, VA
Hakim Bayyoud	Beaufort, SC
Gerard Cattani	Orlando, FL
Jeremy Searfoss	Reading, PA
Gilbert Gonzales – BOD liaison	Murray, UT

ICC Staff Liaison	Location
Michelle Porter	ICC Birmingham
Mark Johnson	ICC Brea

MINUTES

1. Call to Order at 8:35 am PT on November 5, 2015

- a. Autumn Hartsoe, CC Chair, requested that Michelle Porter call roll. CC members and ICC staff members were present except Jeremy Searfoss. Self-introductions were made.
- b. Quorum was established.
- c. The agenda was approved as presented.
 - i. Motion. Second. Pass unanimous.
- d. Ms. Porter relayed general housekeeping items such as meal plans and flight schedules.

2. Previous Minutes

- a. The minutes from the September 22, 2015, CC meeting were approved as submitted.
 - i. Motion. Second. Pass unanimous.

3. Unfinished Business

- a. A proposed plan for certificants with expired certifications to be able to reinstate their certifications was presented by Ms. Hartsoe to the CC. Mark Johnson and Cindy Davis provided additional background on the initial request for a reinstatement program from an individual in [REDACTED] the [REDACTED] and others. Ms. Hartsoe walked the CC through the three categories of eligible individuals, and Mr. Johnson stressed the importance of keeping the plan as simple as possible, while emphasizing the importance of the continuing education units required under the plan. The criticality of notification of eligible individuals of this

plan through multiple venues was mentioned, as well as the need to [REDACTED] [REDACTED] once reinstated.

The potential [REDACTED] [REDACTED] were discussed. Mr. Johnson noted that any proposal by the CC/PDC would be to the ICC Board of Directors, who would make the ultimate decision to approve or not based upon both credibility and financial implications. Other options for past certificate holders to reinstate, [REDACTED], were talked about.

After lengthy discussion, the CC decided to keep the staff-recommended plan as-is for presentation to the PDC at the following day's meeting.

- b. Ms. Porter relayed that updates to the ICC Certification Program Standards and CC Rules of Procedure are underway using an outside consultant, and should be complete for presentation to the CC at the next scheduled meeting.
- c. The history of the request for a firestopping exam and the steps taken since original development approval by the Board for International Professional Standards (BIPS) was presented by Ms. Porter and Mr. Johnson. Staff is continuing to work with the [REDACTED] [REDACTED] to see if funding for an exam is available. As an alternative to a full-blown certification, the possibility of creating a certificate program for firestopping was discussed, with Ms. Porter relaying information on assessment-based certificate and digital badging programs to the CC. The group determined that if a certificate were to be developed for firestopping inspection, it would likely need to be coupled with an existing certification such as Commercial Building Inspector, and this certificate would need to be renewed periodically. No action was taken at this time while staff follows up with the previously noted stakeholders on either funding for certificate creation by ICC or a partnership for such.

4. New Business

- a. Three appeals and three hearings were conducted by the CC, after calling Courtney Montgomery, ICC Candidate Services Coordinator, for input during these agenda items.
 - i. The appeal of candidate [REDACTED] began with Ms. Porter presenting an overview of his situation. Mr. [REDACTED] was called at 12:30 pm, and presented his side of the story. Mr. [REDACTED] stated that due to missing labels on pages of the figure drawings used in his exam, he wasted time determining which drawings were which and subsequently failed. He also said that he should be credited for items related to the drawings such that he would pass the exam.

After concluding the call with Mr. [REDACTED] Ms. Montgomery noted that there were nine pages of figure drawings on this exam. ICC had previously offered Mr. [REDACTED] a voucher to retake the exam at Pearson VUE, but Mr. [REDACTED] had wished to wait until after the CC appeal.

Ms. Davis made a motion to uphold staff's decision to not issue the certification, and uphold the offer of an exam voucher, along with a refund of Mr. [REDACTED] exam fee and reimbursement of mileage to the test site. Ken Morong seconded the motion.

Motion. Second. Pass unanimous.

- ii. The appeal of ██████ started with a discussion on Mr. ██████ request to extend the timeframe in which to pass both modules of the Certified Building Official (CBO) certification. Mr. ██████ was called at 1:05 pm and his comments heard; he stated that he had tried to call the office March 3 and 4, but that a storm on the east coast had prevented him reaching anyone to request an extension at that time.

After ending the call with Mr. ██████ a motion was made by Ms. Davis to uphold staff decision against extending the three-year time limit, with a second by Mr. Morong.
Motion. Second. Pass unanimous.

- iii. Ms. Porter attempted to call candidate ██████ at 1:20 pm and left a voice mail, then again at 3:06 pm with no answer. The CC discussed Mr. ██████ request to transition from the Oregon building official certification to ICC's CBO based on a program that was discontinued in 2009. A motion was made by Ms. Davis to uphold staff denial of the CBO, with a second by Hakim Bayyoud.

1. Motion. Second. Pass unanimous.

- iv. The hearing of ██████ began with a discussion about the ██████ report of Mr. ██████ writing notes in his reference during his exam. Ms. Porter affirmed that she had seen the notes. Mr. ██████ was contacted at 1:43 pm and stated that he was simply making an arrow to a question he had already answered, but that he was not taking notes.

Ms. Porter discontinued the call with Mr. ██████ and a motion was made by Mr. Bayyoud to prohibit Mr. ██████ from testing for a period of one year. With no second, the motion was withdrawn.

Mr. Morong made a motion to prohibit Mr. ██████ from testing for a period of three years, with a second by Gerard Cattani.

Motion. Second. Pass unanimous.

- v. The hearing of ██████ began with Ms. Porter presenting the facts in this case, involving Mr. ██████ removing an exam packet from the test site after the proctor told him to erase pencil marks in his reference. Ms. Porter noted that Mr. ██████ passed this exam, but that ICC had not released his score due to this testing incident, and that the city of ██████ agreed with ICC's actions.

Mr. ██████ was called at 2:16 pm and stated that his letter to the CC was very clear and detailed, and that the proctor told him to take the packet out of the test center. He also said that no one told him there was a problem with his exam experience until his results were not released. He relayed that neither he nor the proctor broke any rules, and that he just wanted his score released.

Ms. Davis asked Mr. ██████ if he had removed the exam from the testing room, and he said that he had. He stated that the first proctor handed him the test and the second proctor instructed him to take the reference to his automobile, erase any pencil marks, and return to the room. He noted that the proctor saw he had the exam in his hand and

had the opportunity to take action at that time, but that as she did not, he had done nothing wrong.

After disconnecting the call with Mr. [REDACTED] Gilbert Gonzales noted his concern that the proctor, as representative of ICC, did not do her job correctly in allowing Mr. [REDACTED] to remove the exam from the site. It was stated that just because the proctor did or did not take specific action, Mr. [REDACTED] actions were not correct.

A motion was made by Mr. Bayyoud to withhold Mr. [REDACTED] score, with a second by Ms. Davis.

Motion. Second. Pass unanimous.

- vi. The hearing of [REDACTED] began with a discussion of the report from [REDACTED] of his writing in his reference during the exam.

Mr. [REDACTED] was called at 2:48 pm, and stated that he had taken and failed twice the [REDACTED] exam. He affirmed that he did not read what he signed prior to the exam, so he did not see the prohibition on writing in reference materials, and that he was simply writing down the questions he needed to study later. Mr. [REDACTED] stated that the proctor then told him he was not allowed to write in his book but allowed him to continue to exam, and that he allowed the proctor to confiscate his book after completion of his exam.

After ending the call with Mr. [REDACTED] a motion was made by Ms. Hartsoe to prohibit Mr. [REDACTED] from testing for a period of one year, with a second by Mr. Cattani.

Motion. Second. Pass unanimous (abstention by Mr. Morong; acquaintance with candidate).

- b. A review of Examination Development Committee minutes for meetings held since March 2015 was held, with a motion to approve the minutes as-is.

Motion. Second. Pass unanimous.

- c. A discussion on the future of the Disaster Response Inspector program began with Ms. Porter providing an overview of the exam history, [REDACTED], and options for discontinuing the exam. Mr. Johnson requested that prior to making a final decision on sunset of the exam, staff reach out to [REDACTED]

[REDACTED]. A question was raised as to the market for this exam, as disaster response is done primarily at the state level and overseen by FEMA. A brief discussion was held about transitioning this certification to a certificate program, tied to ICC's existing Commercial Building Inspector certification and reciprocal to other states' disaster response programs. No action was taken at time, waiting on staff follow-up with [REDACTED]

- d. Five Exam Development Committee (EDC) members' changes of employment were considered for reappointment under their existing terms, and all five were approved as follows:

- i. Terry Vosler – Green Building/IgCC
- ii. J. Michael Davis – CBO
- iii. Joey Sleeper – Plumbing

- iv. John Staires - Electrical
- v. Kim Kelly – Plumbing

e. Examination reference changes requested by two EDCs were presented by Ms. Porter.

- i. The Commercial Building EDC requested the addition of the ICC *Concrete Manual* as a mandatory reference. [REDACTED]

- ii. The Fire Extinguishing Systems (NAFED) EDC requested approval for the removal of the *International Codes* from the three exam in this program, [REDACTED]. A motion was made by Ms. Davis to approve the EDC's request, with a second by Mr. Cattani.

Motion. Second. Pass unanimous.

f. The CC reviewed applications for new terms on seven EDCs and voted upon each for three-year terms, beginning January 1, 2016, as follows:

- i. CBO – reappoint J. Michael Davis (KS) and Bruce Wilson (WY) for a second term as full members; move Michael LeBeau (ID) to full membership. Motion. Second. Pass unanimous. Appoint Warren Jackson (OR) as first alternate and Mary Cade Booth (GA) as second alternate. Motion. Second. Pass unanimous.
- ii. Electrical – appoint Robert Robinson (NM) as full member; appoint Glen Posey (GA) as first alternate and David Holt (FL) as second alternate. Motion. Second. Pass unanimous.
- iii. Fire Services – move Landon Stallings (TX) from alternate to full membership; reappoint Johnathan Hurst (CA) and Chris Bachman (IN) to a second term as full members; appoint Sean Schwartzkopf (CO) as full member; appoint Scott Keeley (SC) as alternate. Motion. Second. Pass unanimous.
- iv. Fire Sprinkler – reappoint Jeff Hugo (MI), Tom Noble (NV), Michael Nier (GA), Jon Roberts (OK), and Rich Soltis, Jr. (NJ), for a second term as full members; appoint Joe Jaramillo (CO) and James Barger (CA) as full members; appoint Justin Biller (VA) as alternate. Motion. Second. Pass unanimous.
- v. Green Building/IgCC – appoint Paul Sobek (CA) and Wanda Neal (CA) as full members; appoint Kevin Petrowsky (CA) as alternate. Motion. Second. Pass unanimous.
- vi. Reinforced/Prestressed Concrete – appoint James Lamb (IL) as alternate. Motion. Second. Pass unanimous (abstention by Mr. Morong).
- vii. Structural Steel and Welding – appoint James Bowen (NC), Alan Brown (VT), Kevin Buchanan (NY), Don Hill (ID), and Michael Chiappetta (IL) as full members; appoint David Mulvihill (WA) as alternate. Motion. Second. Pass unanimous.

g. The agenda item on creating direction for CEU provision by Preferred Providers was tabled.

h. The agenda item on a partnership between IAEI and ICC for solar/photovoltaic credentialing was moved to the November 6, 2015, agenda for Professional Development Council discussion.

i. Ms. Porter updated the CC on the status of two requests for proposal underway now or in the near future. An RFP for an internet-based testing vendor is anticipated to be out to bidders late

November, and an RFP for a [REDACTED]
[REDACTED]

- j. The item on a possible “ICC Academy” and other alternative credentialing ideas was discussed under 3c. in the agenda.
5. The location and date of the next CC meeting was discussed for likely late in February or early March. Staff will poll CC and PDC members for availability.
6. There being no further business to discuss, the meeting was adjourned at 4:55 pm PT.
 - i. Motion. Second. Pass unanimous.

[REDACTED]

Michelle Porter

Director—Certification and Testing

Autumn Hartsoe
Certification Committee Chair