

**ICC Professional Development Council
Certification Committee Meeting**

**September 9th, 2020
12:00 PM CT
Web Conference**

MEETING MINUTES

- 1.0** Gerard Cattani called the meeting to order at 12:05 PM CT.
- 2.0** Mr. Cattani requested that Autumn Saylor call roll. A quorum was established with attendees noted as below.

Name	City, State	Present
Gerard Cattani – Chair	Orlando, FL	Y
Rick Hopkins – Vice-chair	Port Charlotte, FL	Y
Hakim Bayyoud	Beaufort, SC	Y
Lance Simms	College Station, TX	Y
Laura Pellizzi	Stony Brook, NY	Y
Peter Zvingilas	Groton, CT	Y
Donny Phipps – BOD liaison	Roebuck, SC	N
Nancy Springer – PDC chair	Sacramento County, CA	N
ICC Staff		
Mark Johnson	Brea, CA	Y
Ron Piester	Birmingham, AL	Y
Autumn Saylor	Birmingham, AL	Y
Lee Ellen Ramsey	Birmingham, AL	Y
Will Coffman	Birmingham, AL	Y

- 3.0** Motion made and seconded to approve the agenda as presented. Motion passed unanimously.
- 4.0** Motion made and seconded to approve the March 24, 2020 minutes. Motion passed unanimously

5.0 REGULAR SESSION

- 5.1 Ms. Saylor presented to the committee a request by Sarah Kinter with the Departments of Permits, Licenses and Inspections with the City of Pittsburgh to begin providing accommodations to candidates whose primary language is not English. Sarah called

into the conference at 12:29 PM CT. Ms. Kinter provided background to the committee on the request. Lance Simms asked Ms. Kinter what types of accommodations she was seeking, and she stated an interpreter and/or additional time of time and a half up to double-time. Ms. Kinter left the meeting at 12:35 PM CT. The committee discussed the request and logistics on applying it to the ICC examination program. After an in-depth discussion, a motion was made and seconded to deny the request. Motion passed unanimously.

5.2 Moved to 6.5 as an informational item.

5.3 Ms. Saylor presented a request to the committee to change the 6-year CEU requirements for ICC and Legacy reinstatements to 3-years. Staff advised the committee that candidates are consistently providing CEUs within 3-years and that this will align the process with the ICC Renewals program as well as allow for an online reinstatement process. The committee discussed the origins of the 6-year allowance. Motion was made and seconded to change the CEU requirement from 6-years to 3-years. Motion passed unanimously.

6.0 INFORMATIONAL ITEMS

6.1 Ms. Saylor advised the committee that the Assessment Center has contracted with Yardstick Assessment Strategies to perform a deep dive into the examination program. They will review the program in its entirety and make recommendations from a psychometric viewpoint on managing our examination program. Gerard Cattani requested the committee receive a copy of the report upon completion.

6.2 Ron Piester presented a set of new credentials the Assessment Center team is working on with organization AIA, ASID, and NCARB. The credentials will provide a specialized path for design professionals to achieve a nationally recognized credential in the field of building safety. Discussion ensued on the content of the examinations, ensuring it does not conflict with current licensing of the professionals as well as a request to include the National Society of Professional Engineers in the discussions.

6.3 Ms. Saylor advised the committee that due to the COVID-19 pandemic and travel restrictions, that launching of the 2021 I-Code based examinations may be delayed. She advised staff is working on a proposal to launch the examinations as they become available, rather than launching all at once. Ms. Saylor advised once staff has a better understanding of what our updating will look like (remote vs in-person), staff will bring this back to the CC for review and approval of the updated schedule.

6.4 Mr. Cattani provided next steps on the sub-committee comprised of two members from the CC and the EC to create PDC goals. He requested the members of the CC review Council Policy 45, meet with the EC members and come back with an update.

6.5 Ms. Saylor presented to the committee that they were exploring making the Special Inspector Plan set an external resource for use on the examinations. Staff will contact stakeholders to obtain feedback as well as perform an analysis on the impacts to the examinations and additional work required by the various Exam Development Committees. Once complete, staff will present findings and recommendations to the committee.

7.0 NEW BUSINESS

7.1 [REDACTED]

8.0 ICC staff will work with the CC to set up the next teleconference.

9.0 There being no further business to discuss, the meeting was adjourned at 1:49 PM CT.