

**ICC Professional Development Council
Certification Committee Meeting**

**May 19, 2021
10:30 AM CT
WebEx**

MEETING MINUTES

- 1.0 Gerard Cattani called the meeting to order at 10:33 AM CT.
- 2.0 Mr. Cattani requested Autumn Saylor call roll. A quorum was established with attendees noted as below, with Rick Hopkins arriving at 11:00 AM CT.

Name	City, State	Present
Gerard Cattani – Chair	Orlando, FL	Y
Rick Hopkins – Vice-chair	Port Charlotte, FL	Y
Hakim Bayyoud	Charleston, SC	Y
Lance Simms	College Station, TX	Y
Laura Pellizzi	Stony Brook, NY	Y
Peter Zvingilas	Groton, CT	Y
Donny Phipps – BOD liaison	Irmo, SC	Y
Nancy Springer – PDC chair	Sacramento County, CA	Y
ICC Staff		
Mark Johnson	Brea, CA	Y
Ron Piester	Birmingham, AL	Y
Autumn Saylor	Birmingham, AL	Y
Lee Ellen Ramsey	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 January 8, 2021 minutes. Motion passed unanimously.
- 5.0 **REGULAR SESSION (ACTION ITEMS)**
 - 5.1 Ms. Saylor advised the committee there were three current EDC members who employment had changed since being appointed to the committee. The committee discussed the effects of job changes on the committees, types of changes (job duties, employer, retirement) as well as the impacts and requirements as stated in CP-45 and CC Rules of Procedure.

Ms. Saylor presented staff recommendations, application information, and applicable documentation due to employment changes. CC members reviewed the recommendations and made the following motions:

- Fire Services – motion made and seconded to approve the request for Kevin Hall to remain on the EDC as a full member after a change of employment. Motion passed unanimously.
- Mechanical– motion made and seconded to approve the request for Kevin Brenton to remain on the EDC as a full member after a change of employment. Motion passed unanimously.
- CBO/CFM – motion made and seconded to approve the request for Johnathon Hurst to remain on the EDC as a full member after a change of employment. Motion passed unanimously.

5.2 Ms. Saylor presented a request by Jeffrey Rettberg to increase the time to pass all three required examinations for the CBO from 18-months back to 3-years. At Mr. Cattani’s request, Ms. Saylor provided background on the following changes to the CBO program as well as the associated BIPS/CC meeting minutes.

- 2 examination modules to 3 examination modules,
- increase of examination attempts from 2 times in 6 months to 6 times in 6 months, and
- reducing the time a module is active from 3-years to 18-months.

After an in-depth discussion, a motion was made and seconded to deny the request.

Ms. Saylor then requested the CC discuss grandfathering in the examination modules taken prior to January 1, 2020. This would mean that modules taken prior to January 1, 2020 would remain active for 3-years and any modules taken on or after January 1, 2020, would remain active for 18-months. As such, some candidates will have modules that expire in 3-years and others in 18 months. Those candidates will have until the earliest expiration date to pass all three modules. After discussion, a motion was made and seconded to allow modules taken prior to January 1, 2020 to remain active for 3-years.

6.0 INFORMATIONAL ITEMS

6.1 Ms. Saylor advised the committee the Assessment Center is on schedule to launch the remaining 2021 I-Code/2020 NEC based examination in Q3 of 2021.

6.2 Ms. Saylor notified the committee of the upcoming retirement of the 2012 National Contractor examinations now that the 2018 National Contractor examination suite is available. She advised this does not impact jurisdiction specific examinations.

6.3 Ms. Saylor presented the new PDC webpage to the CC. Hakim Bayyoud advised his

contact information was incorrect on the roster. Ms. Saylor advised it would be updated after the meeting.

6.4

[REDACTED]

6.5

[REDACTED]

6.6 Mr. Johnson advised that ICC and IAEL are on the steering committee for the Sustainable Energy Action Committee (SEAC), which is aimed at streamlining the deployment of renewables and storage through various solutions. As part of this, ICC and IAEL have submitted a proposal to create a joint renewable energy training and certification program. Funding for the project would come from the DOE.

7.0 Mr. Cattani requested direction from the committee on the frequency and length of future Certification Committee meetings. He asked the members if they preferred fewer but longer meetings versus shorter and more frequent meetings. Ms. Saylor then asked the members the maximum length they preferred for a virtual meeting. After discussion, the committee members decided they preferred shorter and more frequent meetings, with a maximum length of 2 hours.

Mr. Cattani then advised the next committee meeting will be to review, modify if needed, and approve the Disciplinary Actions guidelines developed by the focus group. In addition, there will be two disciplinary hearings to be reviewed. As such, Mr. Cattani requested each member review the document, which will be sent out prior to the next meeting. A Doodle Poll will be sent.

8.0 There being no further business to discuss, the meeting was adjourned at 11:52 AM CT.