



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

May 21, 2017  
Arlington, TX

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<b>CC Member</b>	<b>Location</b>
Autumn Wollmann [CC Chair]	Phoenix, AZ
Ken Morong [CC Vice-chair]	Omaha, NE
Hakim Bayyoud	Beaufort, SC
Gerard Cattani	Orlando, FL
<del>Rick Hopkins</del>	<del>Tacoma, WA</del>
Lance Simms	College Station, TX
Cindy Davis – BOD liaison	Richmond, VA

  

<b>ICC Staff Liaison</b>	<b>Location</b>
Michelle Porter	ICC Birmingham
Mark Johnson	ICC Brea

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**MINUTES**

**1. Call to Order – 7:56 am CT on May 21, 2017**

- a. Autumn Wollmann, CC Chair, requested that Michelle Porter call roll. CC members and ICC staff were present as noted above.
- b. Quorum was established.
- c. The agenda was approved with a request to move item 3.e. to 10:00 a.m.
  - i. Motion. Second. Pass unanimous.
- d. Ms. Porter presented general housekeeping items to the group.

**2. Previous Minutes**

- a. The minutes from February 9, 2017, were approved as-is.
  - i. Motion. Second. Pass unanimous.

**3. Unfinished Business**

- a. Ms. Porter presented an update on online proctored testing, slated to launch summer 2017. With the launch of this testing method, paper-and-pencil testing will no longer be needed, and will be eliminated effective July 1, 2018.
- b. The CC reviewed the newest draft of the Certification Committee Rules of Procedure, which contains new language about the appeal and complaint processes. Discussion was held about a new appeals committee that would result from this language, and the appropriate parties to be involved. Staff will check with ICC Legal and others on this issue, and the draft will be reviewed again at the next CC meeting.

- c. ICC staff provided background on the request from some ICC Preferred Providers to allow continuing education units (CEUs) to be accrued by individuals using their study guides. For those Preferred Providers that revise their coursework to include educational components and do not have ICC's intellectual property, ICC could consider granting CEUs. ICC staff will develop language that responds to this request and details what revisions would need to be made.
- d. Ms. Porter presented a brief background on the steps to-date for investigating some sort of recognition by ICC for individuals holding a state or national certification, including the suggestion to allow Part 2 CEUs to be granted by ICC for currently held certifications from another body. ICC staff will develop language to rework option #7 in the ICC renewal bulletin and add commentary to note what is allowed in this change. This revision will be brought to the CC for final approval at the next meeting.
- e. The Sustainability Membership Council Governing Committee joined the meeting at 10:00 a.m. to discuss the progress on the CC's approval of a new combination designation. After a brief discussion on the request, the item was tabled until the Professional Development Council later in the day.

**4. New Business**

- a. Two hearings and two appeals were conducted by the CC in closed session.

i.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- b. The remainder of the agenda was tabled until the next meeting due to time constraints.
- 5. The next regularly monthly conference call will take place at 2:00 pm CT on June 8, 2017.
- 6. There being no further business to discuss, the meeting was adjourned at 1:08 p.m. CT on May 21, 2017.
  - i. Motion. Second. Pass unanimous

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Autumn Wollmann  
Chair – Certification Committee

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Michelle Murphey Porter  
Director – ICC Certification and Testing