



# CP#24-04 – Code Forum & Annual Conference Site Selection

Approved: 10/12/04 | Revised: 07/11/13

- 1.0 Purpose of Council Policy:** This policy provides general criteria regarding the selection of future ICC Code Forum and the Annual Conference.
- 2.0 Site Selection:** The goal of the selection process is to provide the ICC with the best overall choice of available locations for it meetings. The ICC staff will conduct the selection process following a competitive bidding process. The process should include all cities in the region that possess the minimum requirements needed to host the Annual Conference. The Staff site award recommendations will be approved by the CEO and are subject to the provisions of CP 15-03 governing Signatory and Contracting Authority.
- 3.0 Regions:** The table below specifies the host site regions and the states in each region. The rotation proceeds as follows: East, South, Central, and West

East	South	Central	West
Connecticut	Alabama	Iowa	Alaska
District of Columbia	Arkansas	Illinois	Arizona
Delaware	Florida	Indiana	California
Massachusetts	Georgia	Kansas	Colorado
Maine	Kentucky	Michigan	Hawaii
Maryland	Louisiana	Minnesota	Idaho
New Hampshire	Mississippi	Missouri	Montana
New Jersey	North Carolina	Nebraska	Nevada
New York	South Carolina	North Dakota	New Mexico
Ohio	Tennessee	Oklahoma	Oregon
Pennsylvania		South Dakota	Utah
Rhode Island		Texas	Washington
Vermont		Wisconsin	Wyoming
Virginia			
West Virginia			

Circumstances might arise that will require ICC staff and CEO to exercise greater discretion over the rotation of host sites. This is permissible in consultation with the Executive Committee of the ICC Board.

- 4.0 Committee Action Hearings:** The ICC staff and CEO will make best efforts to rotate the Committee Action Hearings amongst the various regions. Site selection will utilize a competitive bidding process for the sites included in the RFP. The nature of the Committee Action Hearings is significantly different than the Annual Conference. Therefore site selection may require a substantially different rotation schedule than contemplated above for the Annual Conference and greater level of management discretion is required.