



**International Code Council
Education Committee
Wednesday, January 11, 2023
Virtual Via Teams
01:00 PM ET**

EC Chair:	John Delesandro (2023)
EC Vice Chair:	Scott Holm (2023)
Committee Members:	Cade Booth (2025) Sandi Morris (2024) Blake Steiner (2024) Rich Truitt (2025)
PDC Chair:	Rich Truitt
ICC Board Liaison:	Alan Boswell
Staff Liaison:	Matthew Winn
Other ICC Staff Invited:	Mark Johnson Karla Higgs
Optional:	Tracy Lendi Hamid Naderi Liz Chagolla Ron Piester

MINUTES

- I. Chair Delesandro called the meeting to order
- II. Matthew Winn called roll. Rich Truitt, Hamid Naderi and Liz Chagolla were unable to attend.
- III. A motion was made and seconded to approve the agenda and the minutes from the November 9, 2022 meeting.
- IV. Old Business
 - a. Liz: Analyze who attended the Code Enforcement Safety session in Louisville.
 1. Chagolla provided requested information in November. Winn shared information during meeting.
 2. Consensus: The information provided answered the questions presented.
 - b. Winn was tasked with providing a draft of a broader Call for Presentations to go out to the ICC community.
 1. The draft has been completed and shared with the committee. Winn noted that this call for presentation is for all potential training, not just Annual Conference.
 2. A discussion took place regarding whether providing training is voluntary or paid. Some instances could potentially be paid but is usually voluntary.

We want to ensure there is no confusion regarding remuneration. Pointed out that discussions regarding payment could be worked out after evaluation of the instruction.

3. Final decision: Emphasize in the paragraph below the bullet points that training is traditionally voluntary and to let the Committee know if presenting instruction at no cost is not intended.
 4. Note from Winn: Annual Conference training offerings will focus on “first chance” or “only chance” opportunities for training. Providing new training as much as possible will increase the value proposition for attendees.
- c. Piester reported on Delesandro’s request that Education Committee members be assigned to Membership Councils.
1. Piester suggested that one EC liaison be appointed to the Building Membership Council’s Continuity and Outreach Committee. This committee has members from each Membership Council who report on activities and concerns.
 2. Delesandro: If this plan accomplishes the goal of the Education Committee, he approves this plan.
 3. Holm: Meeting minutes would be okay. Main goal is to keep up to date on what’s happening in each individual council.
 4. Ron will go back to the Councils and report to the EC.
- d. In response to request, Winn met with Holm, Johnson and Delesandro regarding higher education partnerships. See first item under New Business.

V. New Business

a. Higher Education Working Group

1. Holm: Recommendation is that EC appoint a workgroup under the direction of the committee. Also recommends that this plan be firmed up when EC next meets in person.
2. Discussion needs to continue: Does the Education Committee direct the workgroup or does the workgroup make recommendations to the EC? The next meeting should clearly define expectations in this regard.
3. Delesandro: Okay to appoint workgroups without BOD approval? [Follow-up from Higgs: As long as the workgroup is only made up of Education Committee members (i.e. people who have already been appointed by the BOD), the appointment by the EC of a workgroup to complete a task is appropriate].

- b. Spring Event
 - 1. Scheduled for Tampa in late April/early May. Details are available [here](#).
 - 2. The Education Committee and the PDC will meet during this event. The Code Council is requesting that committee members attend a group event on Sunday April 30. Meetings will be held May 1 & 2.
 - 3. Delesandro pointed out the event conflicts with NJ Building Safety Conference.
- c. Educator of the Year Award
 - 1. Call for Nominations has been distributed.
 - 2. Nominations will likely be available for the live May meeting.
- d. Staff update
 - 1. Two positions in the Training Department have been filled. Instructional Designer Aaron McDowell filled an open position. Also Graeson Arnoff filled a new position as an LMS Administrator. Also, Alex Kerr has transitioned from WinnCE to the Training Department. The Training Department now has a full staff roster.
- e. LMS update
 - 1. After evaluating potential new vendors the decision is to continue with the existing vendor. They have a new system (version 15) rolling out in the next several months. The user interface will change somewhat with the upgrade. We'll continue to communicate with EC and demo the upgrade so committee members can answer questions. As long as the vendor completes the promised upgrade, we will remain with this provider.
 - 2. One goal is fewer clicks for the user to reach their training needs.
 - 3. This decision will allow Training staff to continue the path forward with integrating Winn CE with ICC Training and other projects that were on hold.

VI. Morris wants to discuss Professional Development efforts of instructors (ICC and contract). Virginia Codes Academy performs comprehensive Train the Trainer instruction. Students have commented that some instructors fall short in delivery of instructions. What are ICC's plans to improve instructor development?

- a. Winn: Before the 2022 Annual Conference, ICC hosted a Train the Trainer event, inviting staff and contractors. Participation was voluntary. We received great feedback from the session. The event concentrated on how to teach while not just reading slides.

Preferred Providers should also be considered in this group for future events. There is a “brand risk” any time the ICC logo is used, including by preferred providers.

- b. Matthew would like to require that ICC certify instructors to teach and require training. They are volunteers, however, and long-term instructors. We expect some pushback from instructors who consider themselves experienced teachers. We should require this professional development from ICC instructors, then contract instructors (including preferred providers), then new instructors. Support of the EC is essential. Matthew would like to talk with Sandi re what VA Code Academy has done. These requirements should be presented as a benefit to instructors.
- c. One question is do we pay for them to attend the required training or do the instructors pay? Morris: If they’re not willing to grow professionally, we don’t really want them anyway. We’ve taken a step, but need to continue moving. Something like an instructor certification with badge, etc.
- d. Delesandro: We may wish to approve equivalent efforts that could replace the Train the Trainer instruction for more experienced instructors. Winn agreed that Train the Trainer may only be required for new instructors.
- e. Holms: Approval of competency may be different for online instructors.
- f. Action Item: Winn to follow up with Morris re: how the Codes Academy addresses instructor competency.

VII. Piester: Emory Rodgers Fellowship: We have received applications. The PDC will offer recommendations to the ICC Board of Directors. The PDC will set up a meeting, likely in February, to review applications.

VIII. Adjourn.

- a. Next meeting March 8.



**International Code Council
Education Committee
Monday, May 1, 2023
ICC Spring Interchange, Tampa Florida
8:00 a.m. Local Time**

EC Chair:	John Delesandro—unable to attend
EC Vice Chair:	Scott Holm
Committee Members:	Cade Booth Sandi Morris Blake Steiner Rich Truitt (PDC Chair)
ICC Board Liaison:	Alan Boswell
Staff Liaison:	Matthew Winn
Other ICC Staff Attending:	Mark Johnson Karla Higgs (attended virtually) Hamid Naderi Scott Winn

Minutes

- I. Committee vice chair Scott Holm called the meeting to order.
- II. Roll Call and Introduction of Staff and Guests
See above for attendees.
- III. Review and Approve Agenda
 - a. Addition of CLA presentation approved. No other changes.
 - b. Motion, second, and vote to approve agenda.
- IV. Review and Approve Minutes from January 2023 Meeting
Motion, second, and vote to approve
- V. Old Business
 - a. Matthew Winn gave an update on what's happening in Training.
 - i. Winn thanked the EC for allowing him to talk with committee members as needed regarding opportunities, challenges, and decisions.
 - ii. Winn mentioned that his biggest surprise on coming to ICC:
 1. No clarity/agreement re: where does Training "fit." Is it a service department or a profit center?
 2. This confusion has been resolved and the department is on a healthy track.
 3. Staff are working well together.
 4. 2023 revenue is currently 30% ahead of predictions.
 - a. Question: How does revenue compare to previous year? MWinn: Difficult to answer because this is the first full year to include WinnCE revenue. The 30% number reflects 2023 revenue over expectations.

- b. MJohnson: Potential projects (e.g. international) may help boost revenue, even if domestic economic changes occur.
 - iii. RTruitt gave some historical info. ICC Board has felt that “ICC should be the leader” in training and education. Training is a key component to ICC’s success.
 - iv. Overall plan for Training has been:
 - 1. Year One: Stabilizing department and clarifying roles/goals—Complete.
 - 2. Year Two: 2023. Implementation. Revenue successes indicate this phase is going well.
 - 3. Year Three: Refinement. We will work on cleaning up web pages, continuing to improve customer experience.
 - v. IT challenges.
 - 1. Merging former Winn CE purchasers into ICC storefront
 - a. ICC’s business model is member centric. Transactions require an account with a user name and password and reflect membership status, etc.
 - b. Winn CE’s customer base needs to do business more as one-offs and on-the-fly transactions that require only a name and payment.
 - 2. Reducing number of “clicks” needed to purchase training from ICC website.
 - a. When Matthew first came onboard, 16 clicks were the average to purchase training.
 - b. Marketing has helped reduce these clicks.
 - c. New store configurations have helped resolve some of these issues.
 - 3. Other issues on IT’s list to be addressed this year. These resolutions also involve bringing the CE items to the ICC store.
 - a. Comment: Website improvements are good news. Should be website-wide, not just Training. Website issues require customers to call staff, which loses cross-selling opportunities and creates staff bottle-neck.
 - b. Suggestion: Add a QR code to certificate to help record CEUs, particularly from Preferred Providers. MWinn explained that PP may/may not report. Ability is there, but PPs may need some more education.
 - c. HNaderi: PPs may not want to upload roster. EC may want to discuss mandating that roster be uploaded. Suggestion: Should be mandatory. MWinn: Let’s get our training stabilized a bit more, then let’s concentrate on PPs.
 - vi. One goal for this year: Instructor training to achieve consistency of content and instructor quality. Also intend to provide instructor training to Preferred Providers in next couple of years.
 - vii. Annual Conference changes to be discussed in detail later.

- viii. MJohnson praised the tremendous progress that has been made under Matthew's leadership.
- ix. Question: Are there differences between marketing and outreach?
 - 1. MWinn: Outreach brings in chapters/volunteers/others we can't mandate. MJohnson: Plus, outreach involves leveraging industry partners. MWinn. KHiggs bringing outreach to chapters.
 - 2. CBooth: There is not an active chapter in her area. Must be a way to apply outreach there and ensure that area is not a training desert.
 - 3. RTruitt: Some efforts should concentrate on the jurisdictions. CBooth: Yes, outreach directly to the jurisdictions is an opportunity. BSteiner: Many jurisdictions are not members. How do we reach them?
 - 4. BSteiner: Live, interactive training is invaluable. Can we build this into ICC training? Maybe CEU hours should be increased; maybe should be required to be more topic-related.
 - 5. SMorris: Maybe Train-the-Training is an opportunity to introduce new, more innovative training like this. BSteiner: Training should be more attuned to the geographic area, too. SMorris/BSteiner: Interaction with the instructor prior to training helps. MWinn: Licensing and altering content may help. We are looking into the future of ICC training—perhaps developing/licensing/selling intellectual property rather than site-to-site training provision.

b. Higher Education Working Group Update

- i. SHolm: Where does such a working group fit with this committee? Discussion of the subject occurs off and on over the years, but little progress has been made. The EC needs to clarify its purpose and goals regarding higher education. The BMC also has a similar group, but the work should be centered in the EC, in Holm's opinion. Some Career Paths are already available, as is a High School Technical Training Program. How do we create a clear path from high school through higher ed to career?
- ii. After much discussion, a motion was approved to set up a work group that defines career paths that include higher education. CBooth will lead the group which will include Morris, Holm, Truitt and Delesandro, also with KHiggs as staff support.

c. Educator of the Year

- i. Following committee discussion, the recommendation to the Awards Committee for Educator of the Year is Rob Neale.

VI. New Business

- a. Course suggestions for Annual Conference Training Session Planning were presented for committee review. Results of discussion are below:

PMG Industry Challenges	GR Tapping Grants	Global TBD	B.MC Succession & Next Gen	Code Dev What & How	Mixed "Cracker Barrel" Include Health Official
-----------------------------------	-----------------------------	----------------------	--------------------------------------	-------------------------------	---

Sig Changes	Management	Innovation & Special Topics	Energy	Special Roles	PMG
IBC/IEBC	Admin, Duties & Powers Chap 1, IRC Admin (Ch 3)	Evaluation Reports ES: Purpose, Criteria, How to Use, Relate to Code, How access, Acceptance Criteria Evolving.	Storage Issues (fire) Li batt, energy storage, charging stations?	Law & Ethics in Code Enforcement, (Include Media, 1stA Auditors)	Water Reuse
IRC	Active Listening (Samhar)	Mass Timber (ensure also tall buildings)	Commercial Energy (2021 IECC, all approaches)	Code Enforcement, PMC	Hydrogen
IFC	Professional Ethics (M Winn)	Non-Trad Homes (containers, tiny homes)	IECC Sig Changes (& status)	Permit Tech, Trends, Issues, Importance of Role	Medical Gas
NEC (IAEI)	Active Shooter	Grants	HERS Rater (Code Official & Chris McTaggart?)	Fire Safety in the IBC (Samhar)	2024 Significant Changes

Originated from Call for Presentations

b. TTP/Safety 2.0 Update (MWinn)

- i. The ICC Board received an overview of Safety 2.0 in Tampa. MWinn repeated his part for the Committee. The Technical Training Program is designed to give students an alternative path to traditional school, including an apprentice program. An apprentice program was part of the WinnCE contractors program and has been integrated into ICC's Safety 2.0 and merged with TTP.
- ii. Alex Kerr has taken over staff overview of the program. He is in the process of updating the TTP portal to the 2021 IRC. A new portal is being integrated into the current LMS software; then 2024 Codes will be added. We'll use 2021 and 2024 Codes at that time and sunset the old portal.
- iii. As part of the larger Safety 2.0 program, we'll be expanding to include teaching job skills.
- iv. The new program can be marketed to jurisdictions as onboarding tools. Jurisdictions would be charged a fee that would help fund the school part of the program.
- v. We want to transition to digital copies of the code. We are currently shipping hard copies.

- vi. The most common request: Add the IBC as well. This addition would be another opportunity to market this program beyond high schools.
- vii. We will be increasing the price increase to \$50/student with a \$1000 minimum/school. The price equals the larger WinnCE program. Note: We offered the course for free to some students...no one completed the program. The price is an incentive to finish.
- viii. Currently, an ICC participating membership for 3 months is included in the price. The student can choose to continue membership at the regular price.
- ix. If non-students or jurisdictions want to use the program as B1 exam prep, the price is \$1500 for members, \$2000 for nonmembers.
- x. One way to market the program: Have chapter members contact the building official. Building official would then contact the school superintendent.
- xi. We have the possibility to implement the program in the state of Oklahoma (Shirley Ellis talked with state superintendent).

c. Preferred Provider Program Update

- i. Hamid Naderi presented. Important points included:
 - PPP launched November 2014.
 - Number of Preferred Providers = 395. 36 have been added since 5/1/2022.
 - Number of approved courses = 32127
 - Each provider pays an annual subscription. Prices vary by type of provider and whether they pay to teach online, onsite, or both.
 - The largest group of providers is "Governmental & Nonprofit": 135 providers. ICC Chapters make up 28% of providers (110).
- ii. PP provides a relief valve for ICC training, adding areas of expertise and extra instructors.
- iii. MJohnson: 32,000 courses is a LOT. Should we try to cull this down? BSteiner: This list appears (without filters) when adding CEUs.
- iv. MWinn: When we concentrate on the quality of our own training and concentrate on curriculum and licensing curriculum, the PPP becomes more financially viable.
- v. SHolm: IT issue: Each year, the reminder to renew was sent. At same time, auto subscription charged. MWinn: Holm's issue was indicative of technology changes we are trying to repair. We can now print an invoice. Autorenew off/on choice should launch in next couple of weeks. Also should be repairing duplicate payment issue.
- vi. HNaderi: Are renewal reminder emails within PPP working? KHiggs will check.

d. Credentials of Learning Achievement (CLAs)

- i. CLA centers on a specific topic vs job tasks of the ICC Certification exams. Currently ICC offers 4 topics; we are working on two more for Q3, Offsite Construction and Renewable Energy. Some jurisdictions now require the CLA for firestopping.
- ii. Benefits of CLA: Less expensive to develop than an exam. The CLA offers a credential that's needed without ICC making a large investment. Price for customer is also low. The CLA provides collaboration with other entities (e.g. IAEE). CLAs are of interest internationally because the program takes training to the next level and offers proof of knowledge on these subjects.
- iii. The "When Disaster Strikes" program has been restructured. Going forward, ICC will provide one-day training and an online virtual exercise instead of two days.
- iv. Question: Does a CLA need to be renewed? HNaderi: Yes; every three years. A difference from exam CEUs—the CLA renewal must be from ICC and on this specific topic of the CLA. BSteiner mentioned he would be interested to see the renewal rate when the time comes.
- v. Question: Is there a plan on expanding the CLA program? HNaderi: We have 20 topics that could be developed. There is an internal process to evaluate topics to see if they are worth the resources and can be brought to market quickly.

VII. Adjournment