



**International Code Council
Education Committee**

January 26th, 2017

Conference Call

01:00pm ET/12:00pm CT/11:00am MT/10:00am PT

Call In: 800-910-8278

Conference #: 9574349

EC Chair:	Nancy Springer
EC Vice-Chair:	John Delesandro
Committee Members:	Michael Boso
	Dave Horras
	James Lake
	Sean Reid

PDC Chair:	Nancy Springer
ICC Board Liaison:	Cindy Davis

ICC Staff:	Laurence Genest
	Tracy Lendi
	Hamid Naderi
	Allison Street
	Casey Thomas

MINUTES

I. Call to Order

The Education Committee meeting was called to order at 10:02am PT by Education Committee Chair, Nancy Springer.

II. Roll Call

Ms. Springer asked Executive Assistant, Casey Thomas, to call roll. Director Cindy Davis and James Lake were absent. A quorum was present.

III. Review and Approve Agenda

Ms. Springer asked that an item entitled 'Work plan' be added to the Agenda as item VI. Education Committee Vice-Chair, John Delesandro motioned to approve the Agenda, as amended. Mr. Michael Boso seconded. The Agenda was unanimously approved, as amended.

IV. Review and Approve Minutes from December 1st, 2016 in-person meeting

Mr. Dave Horras motioned to approve the Minutes. Mr. Sean Reid seconded. The Minutes were approved unanimously.

V. Selection of New Education Committee Chair and Vice-Chair

At the December ICC Board of Directors' Meeting, Ms. Springer was appointed as the Chair of the Professional Development Council. It would be cumbersome

for Ms. Springer to serve as both the Education Committee Chair and the Professional Development Council Chair. Therefore, the Education Committee will take nominees for a new Chair and Vice-Chair of the Education Committee.

Ms. Springer asked if there were any nominations for Education Committee Chair. Mr. Boso nominated Mr. Delesandro. Mr. Reid seconded. Hearing no other nominations, the Committee voted on Mr. Delesandro's nomination. It was unanimous. Ms. Springer congratulated Mr. Delesandro.

Ms. Springer then asked if there were any nominations for Vice-Chair. Mr. Delesandro nominated Mr. Boso. Mr. Horras seconded. Hearing no other nominations, the Committee voted for Mr. Boso as Vice-Chair unanimously.

Ms. Springer asked Mr. Delesandro if he would like to run the rest of the meeting. Since it was Ms. Springer's Agenda, he declined and stated he would run the next meeting.

VI. Work plan (amendment)

Ms. Springer stated that she is working on updating the work plan with the 25 based on Vice President of Training and Education, Tracy Lendi's guide. Mr. Delesandro asked that members look through the plan and send comments on action items a week prior to the next meeting.

VII. Approval of Educator of the Year Application

Ms. Thomas previously sent a draft of the Educator of the Year Nomination application. She asked the Committee if anyone had any additions or comments. There was no discussion and the application was approved. She then went through the nomination schedule.

VIII. Spring Education Event, Arlington TX Schedule

Ms. Lendi and Manager of Training and Education, Allison Street, reviewed the document previously submitted to the Education Committee. Ms. Springer asked how many are attending the event thus far. Ms. Lendi stated that the count is low; however, the website will be updated to bring in more participants. There will be a special focus on drawing in those outside of the industry. Mr. Reid stated that had some trouble finding the website. Staff directed him to where the website can be found. Ms. Thomas said that the next face-to-face meeting of the Professional Development Council will take place before the training event. She will be sending out the information once the details have been worked out. Sr. Vice President, Product Development, Hamid Naderi reviewed the BPI partnership as well as the matrix of training courses available.

IX. Learning Management System (LMS) (f/k/a ICC University) Update

Ms. Lendi let the Committee know that currently the Membership database is being merged and the LMS website will be ready to be tested by staff users in a couple of weeks. She hopes the site will be ready for a mid-February launch. Mr. Naderi asked that the group look out for the February issue of the BSJ; there will be a special focus on Education.

X. Preferred Provider Update

Mr. Naderi reviewed the Preferred Provider sheet that was sent to the Committee prior to the meeting. There are currently 512 applications received and 305 active providers. He also discussed the addition of Special Inspection courses. A survey is being developed to ask Providers either a) why they apply but are not active or b) why are they not renewing. In 3-4 months, after staff has exhausted all avenues of contacting Providers, there will be a talking point sheet for the Committee to reach out and make calls.

XI. Other Business

Ms. Lendi wanted everyone to know that the ABM/Expo call for presenters would be going out soon. This time, there will be one form for both potential education tract presenters and Expo presenters.

Mr. Delesandro stated that there will be a New Jersey Certification Academy in Atlantic City on February 3rd, 4th and 5th.

Ms. Springer thanked everyone for their cooperation and for the support while she was Chair.

XII. Adjournment

Mr. Reid motioned to adjourn. Mr. Horras seconded. The meeting was adjourned at 10:48am PT.



**International Code Council
Education Committee**

February 16th, 2017

Conference Call

01:00pm ET/12:00pm CT/11:00am MT/10:00am PT

Call In: 800-910-8278

Conference #: 9574349

EC Chair:	John Delesandro
EC Vice-Chair:	Michael Boso
Committee Members:	Dave Horras James Lake Sean Reid
PDC Chair:	Nancy Springer
ICC Board Liaison:	Cindy Davis
ICC Staff:	Laurence Genest Tracy Lendi Hamid Naderi Allison Street Casey Thomas

MINUTES

I. Call to Order

The meeting was called to order by Education Committee Chair, John Delesandro at 10:04am PT.

II. Roll Call

Executive Assistant, Casey Thomas, called roll. All members were present with the exception of James Lake. Director Cindy Davis joined the call in progress at 10:39am PT. A quorum was present.

III. Review and Approve Agenda

Mr. Sean Reid motioned to approve the Agenda. Education Committee Vice Chair, Michael Boso, seconded. The Agenda was approved unanimously.

IV. Review and Approve Minutes from January 26th, 2017 teleconference

Mr. Dave Horras motioned to approve the Minutes. Mr. Boso seconded. Unanimous approval.

V. Spring Education Event, Arlington TX Schedule

Tracy Lendi, Vice President of Training & Education, reviewed the enrollment numbers thus far. She also reported that the new website for the event is up and running. Mr. Horras asked when the BPI schedule will be posted. Hamid Naderi, Sr. Vice President, Product Development, replied that it should be on their

website by March. Mr. Naderi requested that each of the EC members promote the event in each of their respective regions.

VI. Training Needs Assessment (Fire Membership Council)

Mr. Delesandro and Ms. Nancy Springer spoke with the Fire Membership Council. They have readdressed the letter to Mr. Delesandro and asked ICC help identify performance gaps. Mr. Delesandro stated that instead of limiting this to just fire there should be an overall look at all topics and a needs assessment should be performed. Dr. Lendi replied that this information would be beneficial; however, the right survey tool is imperative. Mr. Naderi reminded the committee that while ICC should look at the gaps, it also needs to be focused on its core area of strength per the Board of Directors 5 part strategy. The intent of the Preferred Provider Program is to have more specialized/advanced training and bridge the gap between the ICC foundational courses and code content and the need for more in depth training. It was suggested that the ABM call presenters be geared toward the needs of the Membership training-wise. While the call for presenters is well ahead of the survey this year, next year the call can be more specific since the survey results will be in hand.

VII. Learning Management System (f/k/a ICC University) Update

Dr. Lendi provided the Committee with a webinar link and navigated the new ICC Learning Management System (LMS) website. The intent of the LMS is to make it easier to locate the different training courses. Director Davis asked about the launch date. Dr. Lendi replied that it should be available early March. In the interim, she will get the link with a log in to the EC members. She would appreciate any user feedback.

VIII. Preferred Provider Update

Mr. Naderi reviewed the current Preferred Provider statistics. The numbers remain relatively consistent: 70% ICC Chapter/Gov't Nonprofit, 24% Educators, 7% Industry. In the last two weeks, there were new providers for Special Inspections, a couple of contractors and new electrical training. He will e-mail the report after the call. The website is currently being with T-Rex (certification database) so CEUs will be populated.

IX. Internet Based Testing (IBT) status

Mr. Naderi stated that the original launch was supposed to take place in March/April, but it has been pushed back. The launch will include the 30 most in-demand certifications. Michelle Porter, Director of Certification and Testing, will be sending out a link to test out IBT in the near future.

X. Other Business

-Educator of the Year posted

Ms. Thomas explained that the Educator of the Year nomination form was posted on the website. The e-blast should be sent out shortly. The deadline for nominations is March 31st.

-ABM/Expo Call for Presenters

Dr. Lendi stated the call for presenters for the ABM will be out soon. The deadline for that is also March 31st. Presenters will be offered \$100 off registration but will be responsible for their own expenses.

-Special Inspector E-mail

The PDC received an email from an individual about the lack of Special Inspector courses. Discussion ensued. It was determined that the Preferred Provider Program should be able to fill this gap. Michelle Porter and Mr. Hamid will respond to the individual. Mr. Naderi will then reach out to different entities that have special inspector courses to become Preferred Providers.

-NJ Conference

Mr. Delesandro sent out the brochure on the New Jersey Conference coming up along with certification academies that will be offered. Director Davis suggested that he also send out Region VII.

XI.

Adjournment

Mr. Reid motioned to adjourn. Mr. Horras seconded. Meeting adjourned at 11:48am PT.



**International Code Council
Education Committee**

March 16th, 2017

Conference Call

01:00pm ET/12:00pm CT/11:00am MT/10:00am PT

Call In: 800-910-8278

Conference #: 9574349

EC Chair:	John Delesandro
EC Vice-Chair:	Michael Boso
Committee Members:	Dave Horras James Lake Sean Reid
PDC Chair:	Nancy Springer
ICC Board Liaison:	Cindy Davis
ICC Staff:	Laurence Genest Tracy Lendi Hamid Naderi Allison Street Casey Thomas

MINUTES

- I. Call to Order**

The Education Committee meeting was called to order by Education Committee Chair, John Delesandro, at 10:02am PT.
- II. Roll Call**

Mr. Delesandro asked Executive Assistant, Casey Thomas, to call roll. Education Committee members were present. Laurence Genest, Vice President of Marketing, was absent. Director Cindy Davis joined the call in progress at 10:12am PT. A quorum was present.
- III. Review and Approve Agenda**

Mr. Michael Boso motioned to approve the Agenda. Mr. Dave Horras seconded. The Agenda was approved.
- IV. Review and Approve Minutes from February 16th, 2017 teleconference**

Mr. Horras motioned to approve the Minutes. Mr. Sean Reid seconded. No discussion. The Minutes were approved.
- V. Educator of the Year score sheet**

Ms. Thomas previously distributed the score sheet that was used last year to the Education Committee. She briefly went over the process for this year. The final date for Educator of the Year nominations is March 31st, 2017. She will be distributing the nominations and outlining the process once again after the deadline for submissions.

VI. 2017 ABM Call for Presenters

Vice President of Training, Tracy Lendi, stated that 26 applications have been received so far. The deadline for submission is also March 31, 2017. It was suggested that the Membership Councils be encouraged to complete the same process as all of the other presenters. Ms. Street explained that the presenters need to be notified on April 21st, 2017 and their materials need to be submitted by May 12th, 2017. The next Education Committee meeting was scheduled for April 17th, 2017 to make sure that the selection process meets the deadline. Mr. Delesandro inquired as to whether or not the committee will be using the same evaluation tool as last year. Dr. Lendi confirmed yes; it will be distributed along with the package of presenters, which will be distributed to the EC the first week of April.

VII. Learning Management System (f/k/a ICC University) Update

Dr. Lendi updated the committee on the progress. IT is in the process of loading, courses, academies and institutes. She has not sent out the link for the committee to test drive the site because there is still too much test data to garner an actual user experience. The site should be up and running at the beginning of April.

VIII. Work Plan

-Priority Items

Mr. Delesandro stated that on the plan that was previously circulated to the committee member was the old plan so the reason why it had initial attached to some of the action items is because the plan wasn't edited. At this juncture, he asked that the committee and staff look over the action items; some of them need to be refined/combined and others eliminated since the items have been superseded by other initiatives. He asked that this be done and submitted so items can be reviewed and assigned at the next in person meeting.

-Needs assessment/evaluation tools/outreach to local Chapters

This item was in response previously received by the PDC. Dr. Lendi reiterated that a precise survey tool will need to be developed so T & E can target the information that is needed. Said tool could be used in the future to stimulate the annual call for presenters for the ABM.

IX. Preferred Provider Update

Sr. Vice President of Product Development, Hamid Naderi, gave a quick summary of the current Preferred Provider statistics. There were 39 new applications and 323 active providers; that is a good month. He went on to say that in 3-4 months, staff will be reaching out to providers that did not complete the application process as well as active providers that did not renew to explore issues with the program. Going forward, there will also be an e-news piece on new and existing providers to increase the exposure of those that participate in the Preferred Provider Program. Mr. Naderi completed the report by stating that the last two items for the website are still outstanding.





X. Other Business

-Arlington Education Summit Update

Dr. Lendi reported on the current statistics on enrollment for the Education Summit. She added that for some of the soft skill institutes are currently being marketed to some of the big corporations in the Arlington area that are outside of the building industry.

-Other

Mr. Naderi stated that the Internet Based Testing is still on target for release in June. There is rebranding in the works and it will probably be called "Online Proctored Testing."

The committee members reviewed upcoming Education events for different chapters/groups.

XI. Adjournment

Mr. Horras motioned to adjourn the meeting. Mr. James Lake seconded. The meeting was adjourned at 11:26am PT.



**International Code Council
Education Committee**

April 17th, 2017
Conference Call

01:00pm ET/12:00pm CT/11:00am MT/10:00am PT
Call In: 800-910-8278
Conference #: 9574349

EC Chair:	John Delesandro
EC Vice-Chair:	Michael Boso
Committee Members:	Dave Horras James Lake Sean Reid
PDC Chair:	Nancy Springer
ICC Board Liaison:	Cindy Davis
ICC Staff:	Laurence Genest Tracy Lendi Hamid Naderi Allison Street Casey Thomas

MINUTES

- I. Call to Order**

The meeting was called to order by EC Chair, John Delesandro, at 10:03am PT.
- II. Roll Call**

Mr. Delesandro, asked Executive Assistant, Casey Thomas, to call roll. Mr. James Lake, Director Cindy Davis and ICC Vice President of Marketing Laurence Genest were absent. A quorum was present.
- III. Review and Approve Agenda**

EC Vice Chair Michael Boso motioned to approve the Agenda. Mr. Sean Reid seconded. The Agenda was approved unanimously.
- IV. Review and Approve Minutes from March 16th, 2017 teleconference**

Mr. Dave Horras motioned to approve the Minutes. Mr. Boso seconded. No discussion. The Minutes were approved.
- V. Educator of the Year Selection**

Each of the EC members were sent a scorecard and the applications for the nominees previously. The EC used golf style scoring in which the lowest score is the winner. Ms. Thomas had tallied up the scores and sent it to all members during the call. Bill Bracken had the lowest score. Mr. Boso motioned to select Bill Bracken as Educator of the Year. Mr. Horras seconded. There was no discussion. The selection was approved unanimously. Ms. Thomas will report

the motion to Karla Higgs, Vice President of Membership, for submittal to the Awards Committee.

VI. 2017 ABM Presenters Selection

Due to time constraints and the EC needing more time to review the submittals, Mr. Delesandro asked that another call be scheduled for later in the week. Ms. Thomas sent an Outlook invite for Thursday, May 20th at 10:00am PT for review and selections for the ABM Education Program.

VII. Adjournment

PDC Chair, Nancy Springer motioned to adjourn the meeting. Mr. Horras seconded. The meeting was adjourned at 10:23am PT.



**International Code Council
Education Committee**

April 20th, 2017
Conference Call

01:00pm ET/12:00pm CT/11:00am MT/10:00am PT

Call In: 800-910-8278

Conference #: 9574349

EC Chair:	John Delesandro
EC Vice-Chair:	Michael Boso
Committee Members:	Dave Horras James Lake Sean Reid
PDC Chair:	Nancy Springer
ICC Board Liaison:	Cindy Davis
ICC Staff:	Laurence Genest Mark Johnson Tracy Lendi Hamid Naderi Allison Street Casey Thomas

MINUTES

I. Call to Order

The meeting was called to order by EC Chair, John Delesandro, at 10:10am PT.

II. Roll Call

Mr. Delesandro, asked Executive Assistant, Casey Thomas, to call roll. Mr. James Lake, PDC Chair, Nancy Springer, Director Cindy Davis and ICC Vice President of Marketing Laurence Genest were absent. A quorum was present.

III. 2017 ABM Presenters Selection

Dr. Tracy Lendi, Vice President of Training, sent out a list of the classes that were ranked by Education Committee member votes prior to the call. She explained that some of the courses could be adjusted in length to fit certain time slots. After much discussion, Ms. Thomas asked if the Education Committee was ready to vote on the top classes. Mr. Delesandro suggested that there be a motion for the courses on the first page of the document Dr. Lendi sent be accepted (13 classes total). Mr. Sean Reid motioned to approve the 13 highest ranked classes. Mr. Dave Horras seconded. Motion approved.

Mr. Reid then motioned to accept 4 more classes (ranked, 14, 16, 17, 18) for the ABM Program. Mr. Horras seconded. Motion approved.

One more class was needed to complete the ABM Education program. Mr. Reid motioned for the class on duct inspection to be accepted. Mr. Horras seconded. Motion approved.

Ms. Thomas stated she would circulate the results of the approval for the ABM Education Program for accuracy.

Mr. Delesandro asked for an update on the Training Summit in Arlington. Ms. Allison Street, Manager of Training and Education, reported on the current numbers.

IV. Adjournment

Mr. Horras motioned to adjourn the meeting. Mr. Reid seconded. The meeting was adjourned at 10:59am PT.



**International Code Council
Education Committee**
May 21st, 2017
In-person Meeting

08:00am CT
Arlington, Texas
Hilton-Waldorf

EC Chair:	John Delesandro
EC Vice-Chair:	Michael Boso
Committee Members:	Dave Horras
	James Lake
	Sean Reid
PDC Chair:	Nancy Springer
ICC Board Liaison:	Cindy Davis
ICC Staff:	Tracy Lendi
	Hamid Naderi
	Allison Street
	Casey Thomas

MINUTES

- I. Call to Order**

The meeting was called to order by Education Committee Chair, John Delesandro, at 08:06am CT.
- II. Roll Call**

Casey Thomas, Executive Assistant, called roll. Committee Member James Lake was absent as was ICC staff member Allison Street. Director Rich Truitt joined the meeting as did Bob Eifert, Treasurer of OBOA. A quorum was present.
- III. Review and Approve Agenda**

Mr. Dave Horras motioned to approve the Agenda. Mr. Sean Reid seconded. The Agenda was approved..
- IV. Review and Approve Minutes**

-April 17th, 2017 Teleconference
-April 20th, 2017 Teleconference
Mr. Horras motioned to approve the Minutes. Mr. Michael Boso seconded. Both sets of Minutes were approved.
- V. Work Plan**

Mr. Delesandro reviewed each of the components of the work plan with the members. The goal of this for the members to look it over and determine which objective he or she would like to spearhead and move forward. The tasks will be

divvied up at the next teleconference. Dr. Tracy Lendi, Vice President of Training and Education, asked that the EC give their input on job-related curricula to build out new courses.

08:40am ICC BOD President, Dwayne Garriss and ICC CEO, Dominic Sims addressed the group. They thanked them for their time and commitment to bettering ICC as well as finding new ways to reach out to the Membership.

VI. ICC University Status

Dr. Lendi logged into ICC University so members could see the website layout as well as what information was posted. The expected launch is June 8th. She explained that every purchase will go through the ICC store then fielded some questions on jurisdiction and multiple registrant purchases.

VII. Preferred Provider Update

Sr. Vice President of Product Development, Hamid Naderi reported on the most current stats. He also stated that each month in e-news, there will be a write-up on the Preferred Provider Program, including a list of new Providers and those Providers that renewed. Providers receive quarterly communication from ICC and will also receive a coupon for a complimentary year's subscription to premiumACCESS. The roster upload for Providers is ready to launch and by October, the CEUs from Providers will auto-upload into the MyICC system. Discussion ensued as to whether or not a Preferred Provider should be required to upload the roster into the ICC system. Mr. Naderi reviewed the results from the letters that were sent out to Providers who did not renew or who never finished the application process. Next step is to make phone calls to those that didn't respond, after that the Education Committee can make calls. A Preferred Provider forum will be arranged through a conference call-aiming for June.

11:26am Neville Perreira, Chairman of the Higher Education Committee for the Building Membership Council Higher Education Committee's progress. They have scaled back from pursuing 2 or 4 year college degree programs. Instead, they will focus on making course framework for code enforcement leadership as an add-on to existing construction management programs.

VIII. Other Business

Dr. Lendi explained a change in the ABM Education schedule. One of the selected presentations had to drop out. Therefore, the 90 minute slot will be filled with an A117 update; an instructor will need to be secured. Also, HUD offered to teach a course that could be added to Monday's schedule. The Education Committee asked that staff research this further before it is added to the program.

IX. Adjournment

Mr. Reid made a motion to adjourn. Mr. Horras seconded. The meeting was adjourned at 11:51am CT.



**International Code Council
Education Committee**
November 13th, 2017
In-person Meeting
08:30am ET
Clearwater, FL

EC Chair:	John Delesandro
Committee Members:	Douglas Dick
	James Lake
	Sean Reid
	Joseph Summers
PDC Chair:	Nancy Springer
ICC Board Liaison:	Cindy Davis
ICC Staff:	Tracy Lendi
	Hamid Naderi
	Allison Street
	Casey Thomas

MINUTES

- I. Call to Order**

The meeting was called to order by Education Committee Chair, John Delesandro, at 09:05am EST.
- II. Roll Call**

Executive Assistant, Casey Thomas, called roll. All Members were present with the exception of Jim Lake. Vice President of Training, Tracy Lendi and Joseph Summers were available via teleconference. Director Davis joined the meeting in progress at 10:27am EST. A quorum was present.
- III. Review and Approve Agenda**

Mr. Sean Reid motioned to approve the Agenda. Mr. Douglas Dick seconded. No discussion. The Agenda was approved unanimously.
- IV. Review and Approve Minutes from May 21st, 2017 in-person Meeting**

Mr. Reid motioned to approve the Minutes. Mr. Dick seconded. No discussion. The Minutes were approved unanimously.
- V. Elect new Vice- Chair**

Mr. Dick nominated Mr. Reid. Ms. Springer seconded. Mr. Delesandro congratulated Mr. Reid.
- VI. EC Member 2017 ABM Education Program Review**

The EC reviewed the classes offered at the Columbus ABM. Overall sentiment was that everything seemed to work; topics, classroom size, scanners. Mr. Delesandro asked if the hurricanes impacted the attendance. Mr. Reid replied

that attendance from Florida and Texas was lower than usual. Dr. Lendi stated that the evaluations were emailed to the participants and feedback was favorable. Once again, 90 minute sessions were the most popular. Disaster Response was one of the most popular topics as to what people want to see.

VII. 2018 T & E Initiatives

1. New Institutes and academies

Ms. Street distributed a list of the planned academies and institutes for 2018 for the EC to review. The program will be increasing significantly. In 2017, there were 25 events. In 2018, there will be 57. Discussion followed on individual academies and institutes. The new academies include: Fire Inspector II, Residential Plumbing Inspector, Property Maintenance & Housing Inspector, Residential Mechanical Inspector, Permit Technician Academy, Commercial Electrical Inspector, and Commercial Mechanical Inspector.

The new institutes include: Principles of Building Safety, the Leadership Institute and Design Professionals Institute.

2. Call for Presenters ABM 2018

The call for presenters for the 2018 ABM will close on January 31st, 2017. Once again, the call for presentations will be combined with the call for Expo presentations. In 2017, there were 149 submissions. So far, the Learning Center has received 13 submissions for the ABM tracks and 1 submission for the Expo.

3. 2018 ABM Meeting Tracks

A. PMG

Ms. Street explained that it has been difficult to find PMG tracks and PMG education in general. The Learning Center would like to do a monthly webinar on PMG; must approach experts in the field who can contribute. Mr. Delesandro suggested PHCC and he would reach out to some experts he knows. Mr. Reid stated he would do the same.

4. Online course additions

Dr. Lendi explained that the partnership with Red Vector has expanded. There are now 82 online courses. The Learning Center is also working with Cengage on a residential simulation.

5. Items in course development queue

Dr. Lendi reviewed all of the courses that will be developed for 2018. The 3hr update courses are available, since they needed to be done for ABM. The Significant Changes (6hr) courses will be available at the end of December. The 6hr Transition courses will be available February 2018. The Essentials and special topics courses will be available spring 2018. Overview and Design Installations will be available summer 2018. The new academies and institutes are also in queue.

6. Flat rate trainer fee

Dr. Lendi stated that the Learning Center is evaluating a flat fee for instructors moving forward. Ms. Springer asked about the interviews for new instructors. Ms. Street indicated that we are in the process of increasing the instructor pool. The pool is small and there is confidence in those instructors but it needs to be expanded. There is now an application process and procedure for the instructor pool. 1) application 2) 30 min technical interviews with various ICC staff 3) potential instructor virtual presentation and finally, we hope for shadow opportunities in the future. So far, 40+ people have expressed interest. Mr. Dick said he was interviewed and it was a stringent process.

VIII. Preferred Provider Update

Hamid Naderi, Sr. Vice President of Product Development went through the current Preferred Provider stats and updates. The Preferred Provider meeting was not as large as hoped. However, at the WebEx meeting, none of the providers had complaints. Of note: there are 140 courses for special inspectors. Not all are available, however, there are 50 or 60 actively available now. Dr. Lendi reviewed once again the concept of Platinum Preferred Provider. So far, we have not come to a conclusion of what this would entail and hasn't been completely vetted; the challenge is how to provide a value proposition above and beyond the current program.

IX. Other Business

1. Instructor Meeting Recap

20-30 instructors joined a virtual training room; this meeting was basically to build comradery amongst the instructor pool. The plan is to have 2-3 meetings like this per year.

This same virtual training room will be used on January 18th for the first time for a 2018 Significant Changes course. One of the challenges is time zones; especially for the 6 hr. courses. May have to have a Part I and Part II for those.

2. PP Meeting Recap- Covered above

3. Learning Center Update

The major updates to the Learning Center are: the new logo, you can now see courses you registered for on your MyICC account and a new URL: learn.iccsafe.org

4. Other

There was no new business.

X. Adjournment

Mr. Reid motioned to adjourn the meeting. Mr. Delesandro thanked staff and the meeting was adjourned at 01:29pm ET.