



**International Code Council  
Professional Development Council**

**March 2<sup>nd</sup>, 2018  
Atlanta, GA  
12:00pm ET**

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PDC Chair: Nancy Springer

ICC Board Liaison: Cindy Davis

<b>CC Members</b>	<b>EC Members</b>
Hakim Bayyoud	John Delesandro
Gerard Cattani	Doug Dick
Rick Hopkins	Scott Holm
Laura Pellizzi	Sean Reid
Lance Simms	Joseph Summers

ICC Staff: Mark Johnson  
Tracy Lendi  
Hamid Naderi  
Michelle Porter  
Ron Piester  
Allison Street  
Casey Thomas

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**MINUTES**

**1. Call to Order**

Nancy Springer, Professional Development Council Chair, called the Meeting to order at 12:47am ET.

**2. Roll Call**

Quorum was present. Mr. Sean Reid called into the meeting.

**3. Approval of Agenda**

Mr. Hakim Bayyoud motioned to approve the Agenda. Mr. John Delesandro seconded. The Agenda was approved unanimously.

#### **4. Approval of Minutes**

- November 14<sup>th</sup>, 2017 in-person meeting

Ms. Springer asked that heading be changed from Agenda to Minutes. Mr. Douglas Dick motioned to approve the Agenda as amended. Mr. Bayyoud seconded. The Minutes were approved, as amended.

#### **5. Certification Committee Update**

Mr. Gerard Cattani recapped the Certification Committee discussion from earlier in the day. Since the former Chair of the CC resigned, Mr. Cattani was elected Chair. He started by thanking Mr. Bayyoud as Vice-Chair for getting everyone through the Agenda. The CC discussed a request regarding acceptance of the Maryland Fire Academy with test as equivalent to the Fire Plans Examiner Certification. This was denied because it did not fall in line with ICC's Certification process.

Another request was to apply an acronym to the Permit Tech Certification like for CBOs (there are currently 2,812 active Permit Tech Certifications). It was determined that applying an acronym would be inappropriate since it would open the flood gates for acronyms for other Certifications.

The CC reviewed the current stats for the recertification program for the last two years. The program has been successful and is a good way to bring additional Members back into the fold. There was discussion on changing CEUs from the decimal system to hours. The CC was in favor of changing it to hours since it was easier and had made a motion to move from decimals to hours. However, Dr. Tracy Lendi and Ms. Allison Street brought up the fact that the decimal system is dictated by IACET, the entity that accredits the training program. Dr. Lendi will check back with IACET to see if the change from decimals to hours is possible.

It was determined that the exam bulletin needs to clarify that no CEUs are awarded for passing a module, since a single module does not equal a Certification.

Director Donny Phipps requested that the CC review the MCP designation and consider some changes, including mixing and matching exams. The CC needs to review the purpose or the goal of the program—is it to show proficiency in all disciplines—if so, picking and choosing an exam allows for a discipline to be skipped. Director of Certification Michelle Porter mentioned that the designation hasn't been reviewed in 5 years, so it is appropriate to revisit. The discussion was tabled by the CC.

The CC heard one hearing.

Ms. Springer asked for a flowchart on the appeals process. She is previously asked Ms. Porter for exam stats. The entire PDC reviewed those at this time. Director Davis inquired about the ballpark cost to keep a certification exam 'alive.' Ms. Porter stated about 13-14K per exam.

Ms. Porter went on to review the current status of PRONTO. 10-12 2012 exams will be added. In addition, 15% of test takers complete the satisfaction survey. Most of the feedback has been positive. Any negative feedback 99% of the time has been an internet issue on the exam taker's end.

#### **6. Education Committee Update**

Ms. Springer asked EC Chair John Delesandro to review the Education Committee meeting from earlier.

The Education Committee selected the ABM education courses and Mr. Delesandro asked Ms. Thomas to bring up the matrix to review with the PDC overall.

Sr. Vice President of Business Development, Hamid Naderi reviewed the current Preferred Provider statistics. The two outstanding website updates are: the ability to print certificates and the ability to tie Preferred Provider courses with MyICC profiles.

Staff had asked the EC for recommendations on PMG instructors. The EC extended that request to the CC—if anyone has one, please reach out to Dr. Lendi or Ms. Street.

Ms. Street reviewed the upcoming institutes and asked that anyone with an idea to reach out to her.

Finally, Mr. Delesandro and Mr. Reid will be reviewing the “to-do” list and will be tightening that up.

## **7. Other Business**

### **a. Partnerships**

The PDC discussed possible partnerships that could benefit ICC. Ms. Springer stated that a good group would be the California Contractors, however the challenge is that they don't need CEUs. Mark Johnson, Executive Vice President and Director of Business Development, mentioned the HERs raters from RESNET and how there was a relatively successful program in place, but ICC need to capitalize on it more and apply it to more groups.

### **b. Global Activities**

Mr. Johnson gave a brief overview of the current global activities in Saudi Arabia, the Gulf region, Jamaica and Puerto Rico.

### **c. Other**

Mr. Delesandro wanted to mention that the New Jersey Building Safety Conference would be May 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup>.

The date of the next meeting of the PDC will be determined.

## **8. Adjournment**

Mr. Dick motioned to adjourn. Mr. Delesandro seconded. The meeting was adjourned at 03:02pm ET



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**International Code Council  
Professional Development Council**

**Thursday, August 23, 2018**

**03:00pm ET/02:00pm CT/01:00pm MT/12:00pm PT**

**Conference Call**

**Call In: 240-454-0879**

**Conference #: 922 148 883**

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PDC Chair: Nancy Springer

ICC Board Liaison: Cindy Davis

<b>CC Members</b>	<b>EC Members</b>
Hakim Bayyoud	John Delesandro
Gerard Cattani	Douglas Dick
Rick Hopkins	Scott Holm
Laura Pellizzi	Michelle Kam-Biron
<del>Lance Simms</del>	<del>Sean Reid</del>
Peter Zvingilas	

ICC Staff: Will Coffman  
Mark Johnson  
Tracy Lendi  
~~Hamid Naderi~~  
Ron Piester  
Michelle Porter  
Casey Thomas

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**MINUTES**

The meeting was called to order by Professional Development Council Chair, Nancy Springer, at 12:03pm PT.

**1. Roll Call**

Ms. Springer asked Executive Assistant, Casey Thomas, to call roll. Education Committee Member, Sean Reid and Certification Committee Member, Lance Simms were absent. Will Coffman, ICC Corporate Affairs/Governance Associate, joined for the discussion on the Emory Rodgers Leadership Award.

**2. Introductions – welcome new members: Michelle Kam-Biron (EC)**

Ms. Springer introduced Ms. Michelle Kam-Biron as the newest member of the Education Committee. Ms. Kam-Biron gave a brief history of her experience.

### **3. Approval of Agenda**

Mr. Rick Hopkins motioned to approve the Agenda. Mr. John Delesandro seconded. The Agenda was approved unanimously.

### **4. Approval of Minutes from March 2<sup>nd</sup>, 2018**

Mr. Delesandro motioned to approve the Minutes; Mr. Gerard Cattani seconded. The Minutes were approved unanimously.

### **5. Election of EC and CC Chairs and Vice-Chairs**

Ms. Springer called for nominations for the Chair of the Certification Committee. Mr. Rick Hopkins nominated Gerard Cattani for Chair and Hakim Bayyoud for Vice-Chair. Ms. Laura Pellizzi seconded. All were in favor. Ms. Springer offered her congratulations and thanks to Mr. Cattani and Mr. Bayyoud.

Ms. Springer called for nominations for the Chair of the Education Committee. Mr. Douglas Dick nominated John Delesandro for Chair and Sean Reid for Vice-Chair. Mr. Scott Holm seconded. All were in favor. Ms. Springer offered her congratulations to Mr. Delesandro and Mr. Reid.

### **6. Emory R. Rodgers Leadership in Public Safety Fellowship Criteria**

Ms. Springer asked Director Davis to give a brief background of the evolution of the Emory Rodgers Leadership Fellowship. Director Davis explained how the award came together. Mr. Will Coffman explained that the PDC will be putting together the criteria for the award. A sample of the criteria was sent to the PDC for review prior to the call. Each sample criterion was individually reviewed and discussed. Mr. Coffman fielded questions as they arose. A couple of the criteria were tweaked and an interview requirement was added. The attached sheet contains the final approved criteria.

### **7. ICC ABM Attendance**

Mark Johnson, Executive Vice President, reiterated that the PDC Chair, Certification Committee Chair and Education Committee Chair would be funded for the ABM.

Mr. Hopkins stated that he would be at the ABM and is willing to help out if necessary.

### **8. Other Business**

Director of the Assessment Center, Michelle Porter, wanted to give an FYI that ICC certification will not be seeking reaccreditation with Pro-Board. Pro-Board has changed and it has become problematic because the Fire Inspector I + II exams cannot be added to PRONTO while accredited by Pro-Board. ICC will continue to monitor the situation, but as of right now we will not be seeking accreditation under Pro-Board again.

### **9. Next Meeting**

The next meeting will be discussed after the ABM.

### **10. Adjournment**

Mr. Delesandro motioned to adjourn the meeting. Mr. Bayyoud seconded. Motion passed unanimously. The meeting was adjourned at 01:26pm PT.



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**International Code Council  
Professional Development Council**

**Tuesday, December 11<sup>th</sup>, 2018**  
**02:30pm ET/01:30pm CT/12:30pm MT/11:30am PT**  
**Conference Call**  
**Call In: 240-454-0879**  
**Conference #: 922 148 883**

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PDC Chair: Nancy Springer

ICC Board Liaison: Michael Boso

<b>CC Members</b>	<b>EC Members</b>
Hakim Bayyoud	John Delesandro
Gerard Cattani	Douglas Dick
Rick Hopkins	Scott Holm
<del>Laura Pellizzi</del>	Michelle Kam-Biron
Lance Simms	Sean Reid
Peter Zvingilas	

ICC Staff: Mark Johnson  
Tracy Lendi  
Hamid Naderi  
Ron Piester  
~~Michelle Porter~~  
Casey Thomas

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**MINUTES**

**1. Roll Call**

Chair Nancy Springer called the meeting to order at 11:33am PST. All members were present with the exception of Certification Committee member, Laura Pellizzi. Director of Certification, Michelle Porter was also absent. ICC BOD Secretary/Treasurer Cindy Davis joined as well. A quorum was present.

**2. Introduce Director Boso as new Board Liaison**

Ms. Springer welcomed Director Michael Boso as the Board Liaison to the PDC. Director Boso was previously on the Education Committee.

**3. Approval of Agenda**

Mr. Rick Hopkins motioned to approve the Agenda. Mr. Hakim Bayyoud seconded the motion. No discussion. The Agenda was approved unanimously.

**4. Approval of Minutes from August 23<sup>rd</sup>, 2018 Conference Call**

Mr. Gerard Cattani motioned to approve the Minutes. Mr. Douglas Dick seconded. The Minutes were approved without discussion.

## **5. ICC ABM Feedback**

Vice President of Training, Dr. Tracy Lendi asked for any feedback from those on the PDC that attended the conference. Mr. Hopkins stated that the education was good and the only suggestion is to have more of a focus on digital. Mr. Cattani had some difficulty getting his CEUs recorded at the state level. Dr. Lendi said she would look into it. Director Davis asked if the feedback on the educational portion of the ABM survey had been compiled yet. Dr. Lendi stated that the top 3 reasons to attend the conference were as follows according to the general survey: 1) location 2) education offerings 3) networking. 67% of those that responded listed education as a reason to attend. The quality of speakers were rated high and in response to “what did you like most?” education (21%) was second after location (25%). Vice President of Membership and Certification, Ron Piester said that the PMG track was very successful as well and having focused tracks is something to think about for the future. Dr. Lendi also let the group know that the Call for 2019 ABM presentations has gone out.

## **6. Latest PRONTO, Preferred Provider, Reinstatement Stats**

Sr. Vice President of Product Development, Hamid Naderi, shared the Preferred Provider statistics. Executive Vice President, Mark Johnson, shared the PRONTO statistics as well as the Reinstatement Stats. Both programs are performing well.

## **7. Global Activities**

Mr. Johnson, went over several global initiatives with the group. Saudi Arabia is looking to adopt the I-Codes with Saudi enhancements. There is potential for training in 2019. Mr. Naderi and ICC Past President, Ron Lynn did a training needs assessment for Jamaica; this will identify on what types what training topics will be needed in the future. CROSQ, a standards group representing the Caribbean countries, will be putting out a completed energy code based on the IECC in January. Energy training will be needed. Secretary/Treasurer Davis asked why the energy code. Mr. Johnson replied that it is energy to start since there was funding for it, the next code will be the IBC. Director Boso asked if the Jamaica training report could be shared with the PDC. Mr. Johnson said he would have to check back with the World Bank since it paid for the report.

## **8. Other Business**

Ms. Springer asked the Chairs if they had anything to add or any update. Mr. Delesandro asked when feedback for the call for presenters will be in. Dr. Lendi stated that the call will close at the end of January and the presenters will be chosen at the next in person meeting.

Secretary/Treasurer Davis asked if Mr. Piester could send everyone the information on the Emory Rodgers Scholarship.

## **9. Next In-Person Meeting**

Ms. Thomas will talk to Ms. Springer to get some possible dates for the next PDC in person meeting. She will then send out a doodle poll to find a date that works for everyone.

## **10. Adjournment**

Mr. Bayyoud motioned to adjourn the meeting. Mr. Hopkins seconded. The meeting was adjourned at 12:41pm PST.