



## Meeting Minutes

### ICC Board of Directors Meeting

July 22, 2023  
08:30 AM Eastern Time  
Sawmill Creek Resort  
Huron, Ohio

#### Call to Order

President Wich called the meeting to order.

#### Roll Call

Secretary-Treasurer Spencer called the roll. A quorum was established with all directors present:

Michael Wich, CBO, President  
Stuart Tom, PE, CBO, FIAE, Vice President  
David Spencer, CBO, CBCO, Secretary-Treasurer  
Cindy Davis, CBO, Immediate Past President  
Jack Applegate, CBO, CPI, CHI  
Michael Boso  
Alan Boswell, MCP, CBO  
Ben Breadmore  
Kris Bridges, MCP, CBO  
Shirley Ellis, CBO  
Ron Hampton, MCP, CBO  
Steve McDaniel, CPCA  
Randy Metz, MPA, EFO, CFO, FM  
Tom Peterson, CBO  
José Roig, CBO, CCEA  
Michael Savage, MCP, CBO, CFPS, CEI-M  
Jim Sayers  
Angie Wiese, PE, CBO

ICC staff members present included CEO Dominic Sims, COO/CFO John Belcik, Executive Vice President of Customer Engagement Whitney Doll, General Counsel Mel Oncu, Assistant General Counsel Will Coffman, Senior Vice President of Technical Services Russ Manning, Senior Vice President of Government Relations Gabe Maser, Events and Operations Manager Jessica Franklin, Vice President of Fire and Disaster Mitigation Karl Fippinger, Executive Director of PMG Matt Sigler, and PMG Standards Manager Ramiro Mata.

#### Review and Approval of Agenda

Motion made and seconded to approve the agenda as presented. Motion passed unanimously.

## **Consent Agenda (C)**

### **C1.0 Draft Meeting Minutes - April 29, 2023**

#### **C2.0 Proposed Appointments:**

**C2.1 ICC 1100 IS-FPI Standard Committee**

**C2.2 ICC 1150 IS-3DACT Standard Committee**

**C2.3 ANCR Board of Directors Vacancy**

**C2.4 FSMC Governing Committee Vacancy**

**C2.5 Professional Development Council (PDC)**

**C2.6 CSC Recommendations: 2024-26 Code Committees (CDC, CIC and CCC)**

#### **C3.0 Proposed Standard Projects:**

**C3.1 ICC 1125 - Standard for Classification of Magnesium Oxide Boards in Building and Construction**

**C3.2 ICC 1420 - Standard for Design and Evaluation of Dynamic Evacuation Systems in Buildings**

**C3.3 ICC 1155 - Standard for Low-Carbon Alternative Cements Used in Concrete**

**C3.4 ICC 1500 - Standard for Existing Building Safety Inspection**

#### **C4.0 Proposed SCC Accredited Consensus Procedures**

Motion made and seconded to approve the Consent Agenda. Motion passed unanimously.

## **Regular Session (R)**

### **R1.0 President's Update (10)**

President Wich discussed his recent attendance at the following:

- Building Officials Association of South Carolina (BOASC) and Code Officials Association of Alabama (COAA) Chapter Visits;
- The Building Safety Month reception at the new ICC Washington DC office;
- The American Institutes of Architects (AIA) meeting;
- Building Officials Association of Florida (BOAF) meeting;
- APAC Conference in Brea, CA.

### **R2.0 CEO Update (10)**

CEO Sims stated that the open session of this meeting is being recorded in order to create an educational video for prospective board members.

CEO Sims stated that the organization's financials remain very strong.

CEO Sims stated ICC was successful in landing a workforce development agreement in Ohio.

CEO Sims stated that Energy and Resilience Project Manager Stella Carr, a new hire in the Center of Focus, Innovation Department, has been working diligently on federal grant partnerships.

CEO Sims discussed recent code adoptions.

CEO Sims discussed the status of the Pro Codes Act.

CEO Sims discussed the status of ICC's PMG and off-site construction initiatives.

CEO Sims discussed the status of ICC standards development.

A discussion ensued regarding international adoption of ICC codes and standards.

### **R3.0 Membership Council Review (15)**

CEO Sims introduced EVP Customer Success Doll, who provided an overview of the membership council audit conducted by ICC staff, which resulted in the following general recommendations:

1. Simplify the governing documents and create consistency between the different councils.
2. Simplify the council structure.
3. Create a new annual engagement event.
4. Create a new online engagement platform.

Motion made and seconded to approve the following **Recommendation 1** with the ability to make minor potential amendments for specific needs of each membership council, which includes the following:

- a) Integrate Membership Council charters into CP 9.
- b) Convert the Major Jurisdiction Committee to the Major Jurisdiction Council.
- c) Integrate CP 30 into CP 9.
- d) As part of the CP update, clarify the Membership Council role as a forum for member discussions and engagement.
- e) Establish a consistent process for handling Membership Council engagement in the awards process.

A discussion ensued regarding the templates for charters.

A discussion ensued regarding the work the Board charges membership councils with.

A discussion ensued regarding the full body of the motion and ensuring that items that require board approval will appropriately return to the board.

Motion made and seconded to approve the motion. Motion passed unanimously.

EVP Doll continued her presentation, discussing the following **Recommendation 2:**

#### **Simplify the council structure:**

- a) Create a central Membership Council Governing Committee, comprised of the chairs and vice chairs of each Membership Council (total: 14 people). This group will coordinate discussions and activities of the respective councils similar to what the successful C&O Subcommittee currently does. The President would appoint a Board liaison to this governing committee only.
- b) Keep the Membership Councils open to any members who want to participate.
- c) Do away with the separate annual reports and have the central Governing Committee provide one annual report to the Board regarding the activities of the councils.
- d) Eliminate the election process and have the Board appoint the chairs and vice chairs of each Membership Council. Create an online application process for chairs and vice chairs.

Motion made and seconded to approve Recommendation 2 without subsection (d).

A discussion ensued regarding the proposal to remove the Governing Committees.

A discussion ensued regarding the work expected of the membership council chair and vice chair under this proposal in relation to the remaining council members.

A discussion ensued regarding the direction the board issues to the membership councils.

Motion withdrawn.

Motion made and seconded to approve Recommendation 2 without subsection (a) and (d), listed above.

A discussion ensued regarding GR staff feedback.

Motion withdrawn.

A discussion ensued regarding removing the existing governing committee structure as part of the proposed replacement central governing committee.

Motion made and seconded to disapprove Recommendation 2 in its entirety.

Motion passed with President Wich, Immediate Past President Davis, and Directors Roig, Ellis, Boso, and Sayers voting against the motion.

The board recessed for ten minutes.

CEO Sims addressed the board on two points with respect to the membership councils – self governance of elections and guidance from the board.

A discussion ensued regarding amending item 2(a) as follows: create a central membership council governing committee comprised of the chairs and vice chairs of each membership council's governing committees. This group will coordinate discussions and activities of the respective councils similar to what the successful C&O Subcommittee currently does. The President would appoint a Board liaison to this governing committee only.

Motion made and seconded by members of the prevailing side to reconsider the recent motion to approve Recommendation 2 containing the above revisions to subsection (a) and removing subsection (d).

Friendly amendment proposed to the motion on the table to remove the term “only” from subsection (a). Friendly amendment accepted.

A point of clarification was made that this proposal does not change or remove the existing membership council governing committees or make-up thereof.

Motion passed unanimously.

EVP Doll continued her presentation, discussing the following **Recommendation 3: Create a new, special annual event – ICC Leadership Week – for Membership Councils, the Chapter Leadership Academy, and the Professional Development Council focused on providing an in-person platform for member engagement:**

- a) This event will not be associated with the Annual Conference and will allow for more focused discussion and engagement. Membership Councils will no longer meet at the Annual Conference.
- b) Starting in 2024, the Code Council will use the existing travel and event budget for the two in-person meetings to fund the engagement event. The event will be free for Membership Council members, but participants will fund their own travel. The Code Council will cover travel expenses only for the chair and vice chair – both to the ICC Leadership Week and to the Annual Conference.
- c) In this new model, only chairs and vice chairs will receive complimentary registration to the Annual Conference. They will have the opportunity to connect during the conference, meet with the board to present the annual report, and encourage members to participate in the Membership Councils.

A discussion ensued regarding how the decision on the previous motion affects this proposal.

A discussion ensued regarding which chairs and vice chairs are accounted for under subsection (b).

A discussion ensued regarding governing committee participation if travel expenses were not provided for them, notwithstanding the chairs and vice chairs.

A discussion ensued regarding the membership council members' attendance at other ICC events beyond the membership council meetings and board encouragement thereof.

Motion made and seconded to approve Recommendation 3 with the addition to subsection (b) that travel expenses for the full membership council governing committees shall be covered to attend both the Leadership Week and the Annual Conference.

A discussion ensued regarding covering membership council governing committee travel expenses to the annual conference where no membership council meetings would take place.

Friendly amendment proposed to add the Annual Conference meeting back into the proposal. Friendly amendment accepted.

A discussion ensued regarding putting together an informational guide for membership council members.

A discussion ensued regarding the concerning funding of covering these meeting and lodging costs for all governing committee members.

A discussion ensued regarding providing direction to membership councils.

Motion failed.

Motion made and seconded to approve Recommendation 3 as originally proposed with the addition of covering annual conference registration for the full MC governing committees.

Motion failed.

Motion made and seconded to keep the membership council meetings at annual conference but add the Leadership Week membership council meeting in the spring, thereby keeping the funding devoted to these in-person meetings the same.

Motion passed unanimously.

EVP Doll proceed with her presentation, proposing the following **Recommendation 4: In order to expand the reach and impact of the Membership Councils, bolster the digital engagement opportunities for the Membership Councils with a new online engagement platform.**

Motion made and seconded to approve Recommendation 4. Motion passed unanimously.

#### **R4.0 Proposed Revisions to CP-13 - Member Categories to Account for Restructured Membership Dues (10)**

CEO Sims discussed the general nature of membership associations, and introduced EVP Doll, who provided an overview of a proposed membership dues structure based on a tiered pricing structure.

A discussion ensued regarding proposing new benefits in tandem with a dues increase.

A discussion ensued regarding the overall revenue these changes may generate.

A discussion ensued regarding putting the responsibility on governmental members to select which of their employees receive member benefits.

A discussion ensued regarding communicating or marketing the benefits and dues more effectively to members versus maintaining them solely in a council policy.

A discussion ensued regarding the last membership dues increase.

A discussion ensued regarding the effect this restructure will have on overall membership numbers.

#### **R5.0 2023 Annual Conference Schedule Review (15)**

CEO Sims introduced EVP Doll, who provided an overview of the annual conference schedule.

A discussion ensued regarding awardee videos during the awards luncheon.

A discussion ensued regarding when the awards are given out throughout the conference.

The board recessed for five minutes and moved Items R10.0, R9.0 and R11.0 to take place prior to R6.0.

## **R10.0 Informational Briefing from National Fire Service Organizations (45)**

CEO Sims introduced Vice President Fippinger, who then introduced the following individuals to provide a presentation on the use, storage, and manufacture of lithium-ion batteries, and the role of the ICC Codes and standards with respect to these items:

- Mike O'Brian – Fire Chief, Brighton Area Fire Department
- Sean DeCrane – Director Health and Safety Operational Services, International Association of Fire Fighters (IAFF)
- Kevin Solmeyer – State Fire Marshal for State of Michigan

A discussion ensued regarding the pace of the code development process and other processes within the industry.

## **R9.0 Proposed Revisions to CP-7 - Committees and Members (10)**

Vice President Tom provided background on the CP Review Committee's proposed revisions to CP-7 that provide flexibility to develop a committee scope and/or objectives at a time deemed appropriate.

Standing motion seconded. Motion passed unanimously.

## **R11.0 Proposed Charge/Scope for Ad Hoc Committee on Battery and Energy Storage (25)**

CEO Sims provided background information on the proposed scope for the Ad Hoc Committee on Battery and Energy Storage and introduced Vice President Fippinger, who provided further detail on the proposed charge and scope.

Motion made and seconded to approve the proposed charge and scope for the ICC Battery and Energy Storage Ad-Hoc Committee.

A discussion ensued regarding whether the charge and scope are aligned.

A point was made that Director Wiese was recently announced as the IAFC Excellency in Fire & Safety Award.

A discussion ensued regarding committee make-up and the staff and board liaison for this committee.

Friendly amendment made to reduce the call for committee time from 30 days to 15 days.

Friendly amendment accepted.

Amended motion passed unanimously.

## **R6.0 Update on PRONTO (10)**

CEO Sims introduced EVP Doll, who provided an overview on the updates being implemented to PRONTO.

A discussion ensued regarding interruptions in PRONTO exam taking.

Board members relayed positive feedback to EVP Doll from their respective employers and departments regarding the advances in PRONTO. A discussion ensued regarding what happens to ongoing tests in the event of a power outage or natural disaster.

### **R7.0 Proposal to Add Additional Awards to CP-16 - Awards (15)**

President Wich introduced Director Boso, Chairman of the Awards and Honorary Members Committee, who discussed the Committee's proposal to add those awards not accounted for in council policy to CP-16 such that they are subject to Committee and board approval. Standing motion made to:

1. Add the following awards to Section 4 of Council Policy CP#16; refer the recommendation to the Council Policy Review Committee for further consideration:
  - Trailblazer Award
  - W. Scott Copp Chapter Leadership Award
  - National Leadership in Sustainability and Energy Efficiency Award
  - Global Award
  - Innovation in Code Administration Award; and
2. Recommend that the Council Policy Review Committee coordinate Council Policies CP#16 and CP#26 for consistency of application and review criteria.

A discussion ensued regarding the amount of awards ICC issues. A discussion ensued regarding the CP Review Committee's role in this process. Standing motion passed with Vice President Tom, Secretary-Treasurer Spencer and Directors Boswell and Roig voting against the motion.

### **R8.0 Proposed Conclusion of DEI Ad Hoc Committee's Initial Scope of Work (10)**

President Wich discussed the DEI Ad Hoc Committee's work and stated that the term "sunsetting" is not appropriate for this motion as the Board will continue to address matters brought forth by the DEI Ad Hoc Committee.

Motion made and seconded to inform the DEI Ad Hoc Committee that the initial scope of its work has concluded.

A point of clarification was made that the Board has more work to do in determining next steps for the five motions approved in Tampa and that the Code Council's efforts toward DEI is by no means ending.

Motion passed unanimously.

### **R12.0 PMG/Center of Focus Activities Update (15)**

CEO Sims introduced Matt Sigler, PMG Executive Director, who provided an update on ICC's current PMG activities.

### **R13.0 Proposed 20th Anniversary Commemoration of ICC Consolidation (10)**

President Wich introduced Director Michael Savage regarding his proposed commemoration of the ICC consolidation at this year's annual conference.

Motion made and seconded to officially recognize and commemorate the anniversary of the signing of the Code Council consolidation documents by ICBO Chairman Roger Evans, SBCCI Board President William L. Duck, and BOCA Board Chairman Steve Shapiro, at the 2023 ABM, and invite the legacy Presidents to join the membership at the ABM and celebrate the consolidation.  
Motion passed unanimously.

**R14.0 Recognition of CAAK 50th Anniversary (10)**

President Wich introduced Director Hampton, who provided background information on the Code Administrator’s Association of Kentucky’s (CAAK) request to be recognized for its 50<sup>th</sup> anniversary.

Motion made and seconded to approve a letter of congratulations to the Code Administrators Association of Kentucky (CAAK) to commemorate its 50th anniversary, to be delivered to CAAK by President Wich or CEO Sims.  
Motion passed unanimously.

Motion made and seconded to enter into Executive Session. Motion passed unanimously.

**Executive Session (E)**

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**Adjournment**

Meeting adjourned at 6:00pm EST.