



Fire Service Membership Council Governing Committee
Phone Conference Minutes – Thursday, Oct. 16, 2014 – 11:00 AM Eastern

IFCC Members	Present	Absent	IFCC Members	Present	Absent
Fulton Cochran – Chair	X		Richard Miller	X	
Scott Adams - Vice Chair	X		Ernie Misewicz	X	
Robert Barnett	X		Kelly Nicolello	X	
Ronny Coleman	X		Marc Sampson	X	
Sean DeCrane		X	Jeff Shapiro	X	
Jackie Gibbs	X		Michael Sinsigalli		X
Tonya Hoover	X		Gary West	X	
Rick McCullough		X	Jim Yates		X
George Michehl	X		Adolf Zubia	X	
Staff					
Bruce E. Johnson	X		Rick Hauffe	X	
Guests					
Bill Bryant (Board Liaison)	X		Greg Wheeler	X	
Jeff Bechtold	X		Jim Brown	X	

Call to Order by Chairman Fulton Cochran at 11:02 a.m. Eastern on Thursday, October 16, 2014, with 14 Governing Committee Members present (above). Four members of the International Code Council Board of Directors participated.

The Governing Committee discussed Chairman Cochran's suggestion and decided to set the next regular phone conference of the Governing Committee for Tuesday, Nov. 25, at noon Eastern.

I. Discussion – cdpACCESS for 2015

Chairman Cochran said he and Vice Chairman Scott Adams drafted a plan for outreach with various fire service organizations to encourage greater fire service participation in the ICC code development process. ICC Governmental Members must be registered with ICC by March 15, 2015, to be eligible to vote next year on the 2018 I-Code proposals in the Group A cycle. He said a first draft of the outreach plan was e-mailed to FSMC Governing Committee Members for their review and comments.

The outreach campaign would be coordinated with ICC staff and administered through the FSMC Governing Committee. The objective is to make contact with fire departments administering codes (those eligible for governmental membership) throughout the nation and make them aware of the ICC code development process, registration deadline and provide information on how to utilize the online participation and voting system in the new cdpACCESS platform.



Adams said he will hold a conference call meeting of a Governing Committee drafting work group to develop the written materials that would be sent to fire chiefs. The information will be kept brief and highlighted to quickly inform fire chiefs about joining or renewing ICC membership; designating voters and how to use cdpACCESS. Chairman Cochran asked staff send a Doodle survey to the work group members (and other GC Members who wish to participate in the drafting of the information documents) to set a day and time for this conference call within the next two weeks.

The deadline for written materials to be completed for disbursement by email, social media and websites, as well as conventional mail, is December 1st so that the outreach campaign toolkit can be accessible on the FSMC webpage. The education campaign is expected to make contact with fire service targets at least three times by March 15.

Chairman Cochran said the effort will attempt to send information to the vast majority of fire departments that are involved in the adoption and enforcement of codes starting in early January. The plan describes how NASFM, IAFC, IAFF and NVFC will be engaged in the national effort. Efforts will be directed at state and/or regional fire service meetings to provide cdpACCESS training by Governing Committee Members and/or ICC Government Relations staff. The FSMC Governing Committee is coordinating its efforts with ICC departments involved with cdpACCESS training and feedback. Bruce Johnson said educating ICC Members on cdpACCESS and related issues is a high priority for all ICC Government Relations staff.

Ronny Coleman said it's important to work through the volunteer fire service networks since many departments in rural regions of the United States have code functions. He said he will use his connections to engage volunteer fire service networks in the program.

Kelly Nicoletto said NASFM will be starting quarterly phone conferences in November to network with all State Fire Marshals and will use its newsletter to inform members and all the departments in their respective states. He asked for a rough draft of outreach materials before November 18th to present during the first NASFM call. Tonya Hoover said it is important that all information sent out in the campaign is identical to avoid any confusion. She said it is critical to make sure the information gets into the hands of the fire chiefs in each jurisdiction since they set the priorities.

Jackie Gibbs agreed that contact with the chiefs is the key to effective communications, and he strongly recommended that the information be brief, compelling and quick to get to the point. Bill Bryant said materials may need to educate some on the definition and role of an ICC Governmental Member and other aspects of code development.

Jeff Shapiro said the campaign goal should be to achieve a continuous correspondence with grassroots fire service members to make sure their governmental units are registered to participate in ICC code development and to become active in ICC and FSMC issues. He said there is a surprising number of governmental memberships that have not updated their voting member validation as required, and urged that focus be



put on making sure Primary Governmental Representatives updated their designated voting members (4, 8 or 12 based on population) by the 2015 deadline.

Shapiro also stressed that each step of the campaign be documented and shared with other ICC Membership Councils to avoid any perception that the fire service is acting in its own self-interest in upcoming code development actions. Chairman Cochran said he has been in communication with the Building Officials Membership Council Governing Committee Chairman Steve Shapiro (phone conversation on October 9, 2014) about the project and that the ICC Board of Directors and the other Membership Councils will be advised on the FSMC's education and outreach campaign on cdpACCESS. Coleman said the FSMC project could be useful to building positive relationships with other disciplines in the ICC network.

George Michehl recommended that ICC fire service chapters also be engaged in the education and outreach campaign. He said the ICC website already has the names and contact information for each Chapter President. Adolf Zubia said the campaign should include fire service organizations and entities that are not currently involved in the ICC network because it can act as a recruitment tool for ICC and FSMC memberships.

Shapiro said the Governing Committee should renew its request for a list of current ICC Governmental Members and lapsed Members to act as a baseline for the campaign. If a specific list is not available, he said ICC should provide aggregated information so that the success of the education campaign can be measured after the March 15 deadline.

Jeff Bechtold described the campaign as "a valiant effort" which will increase participation in cdpACCESS within the entire ICC network. He said the feedback from the experience will enrich cdpACCESS as a code development and organizational tool.

II. Chairman Cochran adjourned the meeting at 12:19 p.m.

Prepared by: Rick Hauffe