



**Minutes of the Meeting of the  
Fire Service Membership Council (FSMC) Governing Committee  
Thursday, November 9, 2017**

**“Founded by Members to Serve our Members . . . Benefitting Communities Worldwide”**

FSMC Members	Representing	Present
Scott Adams – Chair -- Park City Fire District, UT (Retired)	ICC	X
Gary West --Vice Chair -- Tennessee State Fire Marshal, Nashville	NASFM	X
Robert Buxton – Hudson Fire Department, NH	IAFC:NE	X
Fulton Cochran -- Clark County Building and Fire Prevention, NV	ICC	X
Sean DeCrane – Underwriters Laboratories, OH	ICC	
Michael Desrochers – Vermont Fire Marshal’s Office, Barre	NASFM	Excused
Timothy Diehl -- Rockville Fire Marshal’s Office, MD	ICC	X
Joseph Fahd, Jr. – Cohoes Fire Department, NY	IAFC:E	X
Jackie Gibbs -- Marietta Fire Department, GA	IAFC:SE	X
Joe McElvaney – Phoenix Fire Department	ICC	X
Rick McCullough -- Regina Fire Department, SK (Retired)	IAFC:C	Excused
James Maxon – Sandoval County Fire Department, NM	IAFC:SW	
Randy Metz – Carlsbad Fire Department, CA	IAFC:W	X
George Michehl -- Buffalo Grove Fire Department, IL (Retired)	IAFC:GL	X
Kelly Nicoletto -- Underwriters Laboratories, TX	NASFM	Excused
Coy Porter – Utah Fire Marshal’s Office, Salt Lake City	NASFM	
Christine Reed – Central County Fire Department, CA	ICC	
Marc Sampson-- Longmont Fire Department, CO	IAFC:MV	Excused
Adolf Zubia -- A to Z Fire & Code Consulting LLC, Las Cruces, NM	ICC	X

<b>International Code Council (ICC) Staff and Liaisons</b>	
Rob Neale – Staff Liaison to the FSMC	X
Jim H. Brown -- ICC Board of Directors, Gillette, WY	X
Mike Nugent – Liaison to the BOMC, Rock Hill, SC	X
Stuart Tom – Liaison to the ICC Board of Directors, Pasadena, CA	X
Sara Yerkes – ICC Senior Vice President, Government Relations	
Michelle Murphey-Porter – ICC Assessment Center	

<b>Registered Guests and Visitors</b>	
John C Harrington, Society of Fire Protection Engineers, GA	X
Lynn Underwood, Washington, DCDA	X

### 1) Call to Order/Roll Call

The meeting was called to order by Chairman Adams at 1:30 pm Eastern Standard Time. Mr. Neale called the roll and a quorum was declared at 1:31 p.m.

### 2) Openings Remarks from the Chair

Chairman Adams extended a welcome to all those who called in and to the Fire Service Membership Council (FSMC) Governing Committee for their participation. He also expressed thanks to Director Brown for his past support and welcomed Director Tom into his role as Board liaison to the FSMC.

Chairman Adams introduced two new members to the Governing Committee (GC): Fire Chief Rob Buxton from Hudson, New Hampshire and Joe McElvaney, Lead Fire Protection Engineer for the City of Phoenix, Arizona.

Chief Buxton represents the International Association of Fire Chiefs: New England Division. Chief Buxton explained that the fire department is responsible for both the building and fire division in the city of about 26,000.

Mr. McElvaney was elected at the Annual Conference to a vacant ICC-sponsored position on the Governing Committee.

### 3) Additions or Corrections to the Agenda

Chairman Adams added an item on the I-Codes Temporary Interim Amendments proposal under new business.

### 4) Approval of Minutes

**Action: Mr. Cochran moved, and Mr. Metz seconded, approval of the September 10, 2017 meeting minutes. The vote carried without objections.**

### 5) Reports from Officers or Permanent Committees

***Chairman's 2017 Special Project***. Mr. Neale reported the ICC Assessment Center is working to develop a model memorandum of agreement among the potential co-branding partner organizations. A draft was submitted to ICC legal counsel and additional work needs to be done on it.

Chairman Adams reminded the FSMC-GC the Assessment Center has extended through 2018 and encouraged members to promote them at risk of losing the certification programs.

***Training and Education.*** Mr. Cochran reported there was nothing new since the last conference. He said he believes the committee has accomplished all it can this year and will await redirection in 2018.

***Membership Outreach .*** Mr. West reported the committee had not met since the Annual Meeting in Columbus. He will work with the committee to review the draft promotional bookmark.

***FPW/BSM/FSMC Webpage.*** Mr. Michehl reported the article on Fire Prevention Week and home escape plans was published in the October issue of *Building Safety Journal Online*. Editor Felicia Oliver was very happy with the article, he said.

Mr. Michel said he would like to restructure the committee so there is a co-chair to develop a chair succession plan. Mr. Michehl's term on the FSMC-GC expires at the end of 2018.

***Emerging Issues and Trends.*** Mr. Diehl said there was nothing new to report. He hopes to restructure the committee in 2018.

***BOMC Liaison.*** Mr. Diehl reported the Building Official Membership Committee does not meet until November 15.

## 6) Reports from Special Committees

***Nominating Committee.*** Mr. Desrochers was excused from the meeting so there was no report.

***Bylaw Committee.*** Mr. Nicoletto was excused from the meeting so there was no report.

***Board of Directors Succession Committee.*** Mr. Zubia said he had not heard anything from the committee other than he had talked to several potential candidates. He said the contacts preferred to do their own investigating and due diligence before announcing their candidacy.

## 7) Unfinished Business

***Open discussion on National Association of State Foresters.***

**Action: Mr. Zubia moved, and Mr. Michehl seconded, to remove this item from the table. The motion carried without opposition.**

Mr. Neale explained that while reviewing recent revisions to the ICC-National Association of State Fire Marshals' (NASFM) memorandum of understanding, he noticed a phrase describing NASFM as the recognized leader in codes for the built environment. Given that ICC has an interest in promoting its *International Wildland Urban Interface Code*, he wondered if the FSMC-GC would be open to adding representatives from the National Association of State Foresters to the Governing Committee. Mr. Neale shared a draft "talking points" paper with the Governing Committee that outlines the proposal.

Mr. Gibbs questioned what role the National Association of State Foresters (NASF) might have in the codes process.

Mr. McElvaney explained that in Arizona, the state has a "weak fire marshal" system, and the chief forest ranger also is the state fire marshal. He said it may be an opportunity to bring one or two people into the committee.

Mr. Metz explained the California state forester is the chief of CalFire that has a wildland division. He said there is a connection between the forester and codes although most of what the state does is tree management.

Mr. Michehl suggested the Governing Committee authorize the staff liaison to contact NASF to gauge their interest level.

Mr. Zubia asked why two appointees were suggested; the committee does not want to open a can of worms with increasing member numbers. He wondered if they might be considered "associate" members.

**Action: Mr. Michel moved, and Mr. Fahd seconded, a motion authorizing the FSMC-GC staff liaison, upon obtaining approvals through the customary ICC chain of command, to contact the National Association of State Foresters to gauge its interest in FSMC-GC participation.**

Director Tom said the FSMC charter defines the Council roles/responsibilities. He said the proper way to move this forward is to add it to an ICC Board of Directors agenda stating the Governing Committee's a desire to add to the membership council. The Board presentation should occur before NASF is contacted. He asked that the item be added to the next ICC Board meeting.

Mr. McElvaney added a friendly amendment to the motion that, in the meantime, the FSMC-GC staff liaison send a letter to NASF inviting them to attend the Governing Committee teleconferences.

**Action: Chairman Adams called the question and the amended motion was approved without objection.**

## 8) New Business

***Smoke alarm donations for island hurricane victims*** . Mr. Underwood, on behalf of the ICC Global Membership Council (GMC) said the GMC is seeking cooperation and/or a partnership with the FSMC to provide smoke alarms for a not-yet-specified country in the Caribbean that was devastated by this year's hurricanes. The goal is to pick an island nation and commit to putting smoke alarms in the entire rebuilt environment.

Mr. Underwood said the program is intended to raise funds to save lives and help ICC obtain global recognition. He said Target and Home Depot have expressed interest, but the GMC wants to develop a full partnership. He said he expects the order of project magnitude to be about 10,000 smoke alarms.

Mr. West said getting smoke alarms to any other country is going to save lives; if it is something the FSMC can endorse he's in favor of it. Mr. Metz said he sees no problem supporting the initiative. He said in Tennessee they have installed nearly 200,000 smoke alarms and have seen success from it. "It's an opportunity, and if we are providing support and it helps others in other countries, I think it would be a good thing."

Mr. Neale suggested that to move forward, the FSMC appoint two or three members to work with the GMC. Mr. Underwood said it would be nice to have some sort of endorsement, and it would be well to have small groups working together.

**Action: Chairman Adams appointed Mr. West, Mr. Cochran and Mr. Zubia to work with the Global Membership Council on the Caribbean smoke alarm initiative.**

Mr. Neale said he would draft a model support resolution for the FSMC-GC to consider.

Mr. Cochran expressed concern about potential ethical challenges if the committees solicit donations from companies or industries they regulate. He said the Committee should not talk to anyone we regulate and ask for donation, and ICC can do some things because they don't regulate anyone.

Mr. Metz commented that the Kidde corporation has a smoke alarm donation program. Mr. West said while he agrees with Mr. Cochran about the potential appearance of seeking donations from people who are regulated, he said the Committee is "supporting an effort" not exerting any authority.

Mr. Zubia commented that other boards and groups are making donations solely for the public relations effort and are not expecting anything in return.

Mr. Neale suggested the two Councils might consider partnering with the National Volunteer Fire Council to help distribute and install the smoke alarms.

***Community Risk Reduction program at Fire Rescue International.*** In Mr. Maxon's absence, Mr. Neale explained the program committee for the 2018 FRI conference is looking for more proposals on community risk reduction efforts.

***I-Codes Temporary Interim Amendment***. Chairman Adams explained that the International Code Council does not have process – similar to NFPA – for adopting temporary code amendments between code development cycles.

He explained the ICC Standards Council has brought up the idea and wants to move forward. He said that based on correspondence with Jeff Shapiro, most of the committee items have been resolved.

Director Tom said the Board has not begun working on the proposal.

Mr. McElvaney said he supports the concept and believes it is necessary based on how quickly technology changes around us. He said the Fire Code Action Committee already is working on items that can't wait for the 2021 code editions.

## 9) Questions and Comments from the Audience

There were no questions or comments from the audience.

## 10) Good of the Order and Emerging Issues

***Next FSMC-GC meeting.*** Chairman Adams said that due to the holiday schedule, and unless an urgent matter arises, the next meeting of the FSMC-GC will be Thursday, February 15 at 1:30 pm Eastern Standard Time.

***John Catlett moves to BOMA.*** Mr. Neale reported that John Catlett, formerly with the American Wood Council and heavily involved in cross-laminated timber and tall wood building research, has accepted a position with Building Owners and Managers Association, International.

***Chief Gibbs Retirement.*** Mr. Gibbs shared that after 41 years with the Marietta Fire Department, Georgia, including the last 18 as chief, he is formalizing the paperwork to retire December 1, 2017. He said he will be contacting the Southeast Division of the International Association of Fire Chiefs to see what his status on the FSMC-GC will be.

Chairman Adams expressed his appreciation and thanks for all of Chief Gibbs' work and noted that Chief Gibbs and Mr. Cochran are founding FSMC-GC members. Mr. Cochran also expressed his thanks for the help Chief Gibbs provided him when he was chairman.

***Comments from Director Brown.*** Director Brown noted the nominations for Honorary ICC members open January 1, 2018 and he is asking all the Councils to submit names. He said he hopes to take the program to higher levels.

***Comments from Director Tom.*** Director Tom said he would like to revisit the issue that upon Part President Dwayne Garriss' tenure, there will not be any career fire service representation on the ICC Board of Director and that Mr. Zubia used this information to discuss how electronic voting might help diversify the Board.

Director Brown said he thought it might take an ICC bylaw change to allow electronic voting. Mr. Zubia pointed out he is encouraging electronic voting for all matters so those who can't attend meetings can be represented. Director Brown suggested the FSMC-GC ask the Board to adopt electronic voting.

**Action: FSMC-GC staff liaison to add electronic voting discussion to the February 15, 2018 agenda with the intent of submitting a recommendation to the ICC Board of Directors for its annual meeting.**

**11) Adjournment.**

**Action: There being no additional items presented to the Fire Service Membership Council Governing Committee, the meeting was adjourned at 2:26 pm EST.**