



**Minutes of the Meeting of the
Fire Service Membership Council (FSMC) Governing Committee
Thursday, February 15, 2018**

“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	
Robert Buxton – Hudson Fire Department, NH	IAFC:NE	
Fulton Cochran -- Clark County Building and Fire Prevention, NV	ICC	
Michael Desrochers – Vermont Fire Marshal’s Office, Barre	NASFM	X
Timothy Diehl -- Rockville Fire Marshal’s Office, MD	ICC	X
Joseph Fahd, Jr. – Cohoes Fire Department, NY	IAFC:E	
Jackie Gibbs -- Marietta Fire Department, GA (Retired)	IAFC:SE	
Joe McElvaney – Phoenix Fire Department, AZ	ICC	
Rick McCullough -- Regina Fire Department, SK (Retired)	IAFC:C	
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	X
Coy Porter – Utah Fire Marshal’s Office, Salt Lake City	NASFM	Excused
Christine Reed – Central County Fire Department, CA	ICC	X
Marc Sampson-- Longmont Fire Department, CO	IAFC:MV	X
Adolf Zubia -- A to Z Fire & Code Consulting LLC, Las Cruces, NM	ICC	X

International Code Council (ICC) Staff and Liaisons	
Rob Neale – Staff Liaison to the FSMC	X
Angie Wiese- Liaison to the ICC Board of Directors, St. Paul, MN	X
Jim H. Brown -- ICC Board of Directors, Gillette, WY	X
Mike Nugent – Liaison to the BOMC, Rock Hill, SC	X
Stuart Tom – ICC Board of Directors, Pasadena, CA	X
Greg Wheeler – ICC Board of Directors, Thornton, CO	
Mike Boso— ICC Board of Directors, Grove City, OH	

Registered Guests and Callers	
Jeff Shapiro, International Code Consultants	
J.C. Harrington – FM Global	

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 1:39 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 introduced the new FSMC liaison from the ICC Board Ms. Angie Wiese, P.E. CBO, City of St. Paul, Minnesota. Ms. Wiese made remarks during the Reports from Officers or Permanent Committees.

Chairman Adams reminded members to Upcoming make their travel arrangements for the Committee Action Hearings and FSMC meeting in Columbus, April 14-15 make reservations. Mr. Metz informed the group the Committee Action Hearing schedule has been released.

3) Additions or Corrections to the Agenda

Chairman Adams requested that Director Tom be added under Item 5 Reports from Officers or Permanent Committees to discuss the Board of Directors ad hoc action on Membership Councils.

4) Approval of Minutes

Action: Mr. Zubia moved, and Mr. Metz seconded, approval of the November 9, 2017 meeting minutes. The vote carried without objections.

Action: Mr. Zubia moved, and Mr. Nicoletto seconded, approval of the January 4, 2018 meeting minutes as corrected. The vote carried without objections.

5) Reports from Officers or Permanent Committees

Board of Directors liaison. Director Tom reported that the Board of Directors, at Director Cindy Davis' request, created an ad hoc committee to take a look at all of the Membership Councils and try to evaluate overall effectiveness, come up with metrics to measure the effectiveness of their own goals and objectives, and to communicate that information back to the Board of Directors.

Director Tom reported the ad hoc Committee consists of Directors Davis, Tom Peterson, Kris Bridges, Past President Dwayne Garriss and himself.

ICC Vice President of Membership and Certification Ron Piester will put together two surveys. The first will go to the entire ICC membership to see if they understand the purpose of the Membership Councils, which Councils might interest them and what they see the Councils are doing for them. The second survey will go only to the Governing Committees of the Membership Councils to collect data on participation rates. Mr. Piester is expected to have the data analyzed in time for the Board's April meeting.

Given this effort, Director Tom said this probably is not the best time to consider expanding the FSMC to include representation from the National Association of State Foresters. Director Tom added that among the Directors he polled, all agreed it would be a good idea to have the Foresters represented.

Director Tom said that by virtue of fact the ad hoc committee is looking at all Councils, it is really looking at the Board's role and staff liaisons to determine whether Councils are getting the support they need. Director Tom asked that is Chairman Adams or others have suggestions to make the FSMC more effective they should be communicated to the staff liaison and/or the Board of Directors.

Director Brown reminded everyone of the importance of having Governmental Members and authorized voters validated by March 16, 2018 to fully participate in the code development process.

He also reminded everyone ICC award and honorary member nominations are due by March 1, 2018. He asked Mr. Neale to send the application forms to the Governing Committee. Mr. Metz reported the ICC Region 1 (Pacific Southwest) had submitted a candidate for the Fire Service Award.

Director Wiese introduced herself and said she is the Fire Safety Manager for the City of St. Paul, Minnesota. She explained she was appointed as an interim board member until the next election. She also serves as Board liaison to the Major Jurisdictions Membership Council.

Director Wiese said she is happy to be a fire service representative on the Board of Directors and she sees the FSMC as "a natural pipeline to keep folks interested in ICC and be future candidates for the Board".

Mr. Zubia commented that he appreciated the fact she was appointed and is looking forward to serving her for a long term.

Chairman's 2018 Special Project. Chairman Adams reported that he will keep the goal from 2017 to increase the number fire sprinkler and fire alarm certification test takers by 30%.

Mr. Neale reported that the Assessment Center has released the draft Memorandum of Agreement for the principals involved in the co-branding promotional effort and the group is scheduled to meet again March 20 to proceed.

Mr. Desrochers reported he has 5-6 employees in the Vermont State Fire Marshal's Office who are preparing to take the fire alarm certification exams.

Training and Education. No report.

Membership Outreach. No report.

FPW/BSM/FSMC Website. Mr. Michehl reported the committee met February 12 to discuss article for the upcoming editions of *Building Safety Journal Online* only to learn the member journal is being replaced by a more-frequent electronic publication *ICC E-News*. He said he still is awaiting guidance from the new editor Tara Lukasik. Ms. Reed asked if Ms. Lukasik might be able to attend the FSMC meeting in Columbus to explain the changes.

Editor's Note: Subsequent to the meeting, ICC Communications Director Whitney Doll was invited to and will attend the FSMC meeting April 15.

Ms. Reed said one of the work group assignments is to produce 31 Twitter messages (tweets) for each day of Building Safety Month. She invited anyone who was interested to help; and asked that tweets be forwarded to Mr. Michel or her.

Emerging Issues and Trends. Mr. Desrochers reported that he and past chair Mr. Diehl had a discussion so he could get up to speed. One of the work group assignments is to research and develop a policy recommendation to the Fire Code Action Committee on fire apparatus access to unusually shaped buildings. Mr. Desrochers said he is seeking some direction of what is meant by "research and development" of a policy. Mr. Neale suggested he call a work group meeting and that Chairman Adams and he call in to help.

BOMC Liaison . Mr. Diehl reported the Council has been quiet through the holiday season but has its next meeting is February 21, so he will have more information later.

6) Reports from Special Committees

Nominating Committee . No report.

Bylaw Committee. No report

Board of Directors Succession Committee. No report. Chairman Adams reported that this committee chair is vacant, and if anyone is interested in taking it let him or the staff liaison know.

7) Unfinished Business

National Association of State Foresters and FSMC.

Action: Mr. Sampson moved, and Mr. Michehl seconded, moving this item to the table. The vote carried without objections.

Global Membership Council smoke alarm resolution.

Action: Mr. Sampson moved, and Mr. Michehl seconded, moving this item to the table. The vote carried without objections.

8) New Business

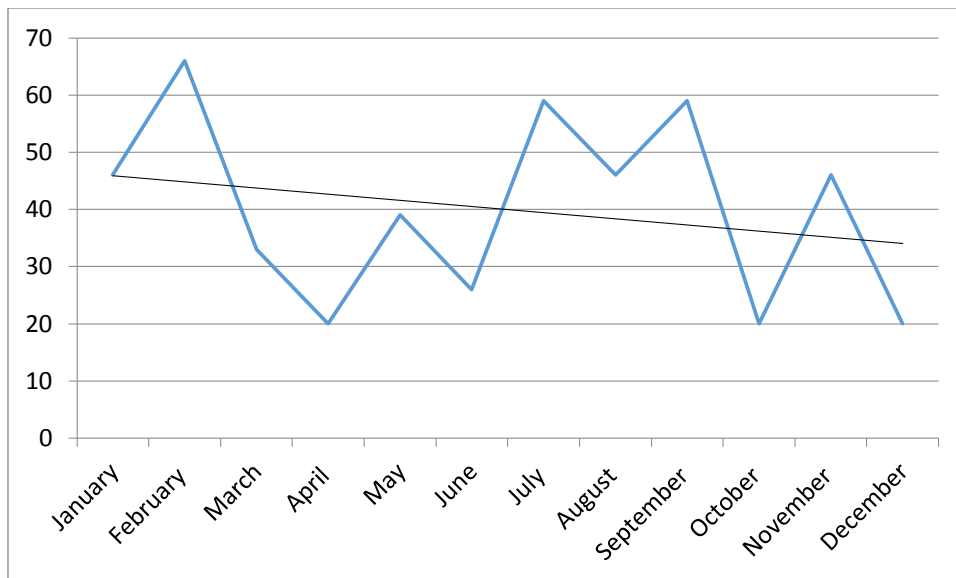
Plumbing, Mechanical and Gas education track at Annual Conference. Mr. Neale reported that the ICC Learning Center is going to provide a major focus on plumbing, mechanical and gas education topics at this year's Annual Conference in Richmond.

FSMC web page maintenance. Mr. Neale reported that during 2017 he had spent numerous hours updating the FSMC web page every two weeks with news items and other timely materials only to learn from Google Analytics that it made little or no difference to web traffic. See Table 1. Figure 1 graphically represents the traffic.

Table 1.
FSMC WebPage Users by Month (2017)

Month	Web Users
January	46
February	66
March	33
April	20
May	39
June	26
July	59
August	46
September	59
October	20
November	46
December	20
Total	413

Figure 1.
FSMC WebPage Users by Month (2017) with Trendline



The consensus recommendation is that the FSMC web page be updated quarterly.

FSMC-sponsored class at Annual Conference. Mr. Neale reported that if the FSMC wants to sponsor or deliver an educational segment at the Annual Conference, the details need to be provided to the ICC Learning Center by February 20, 2018.

Mr. Zubia requested that a course request reminder be sent to the FSMC with the deadline.

9) Questions and Comments from the Audience

There were no questions or comments from the audience.

10) Good of the Order and Emerging Issues

Deadline for the 2018 Innovation in Code Administration award is March 1. Details and applications are on the ICC Call for Awards web page.

ICC Government Relations Department Annual Report. Mr. Michehl reported he had read the ICC Government Relations Department annual report for 2017. He said it was very well done and easy to read. He offered a “tip of the helmet” to the ICC Government Relation staff for all they do.

11) Adjournment.

Action: There being no additional items presented to the Fire Service Membership Council Governing Committee, Mr. Sampson moved, and Mr. Michehl seconded, to adjourn the meeting. The motion carried without objection and the meeting was adjourned at 2:22 pm EST.

Approved April 14, 2018 by the Fire Service Membership Council Governing Committee at its face-to-face meeting in Columbus, Ohio.