

EXECUTIVE BOARD MEETING

February 05, 2024 Zoom Conferencing

Agenda

- 1. 12:00 p.m. Call to Order
- 2. Roll Call Officers and Standing Committee Chairs
- 3. Consent Agenda
 - Agenda Approval February 05, 2024
 - Minutes Approval December 06, 2023
- 4. President's Report Andy Higgins
- 5. Business/Action Items
 - 1. WABO Business
 - a. Board Action Between Meetings Andy Higgins
 - b. Legislative Update Tim Woodard
 - c. Annual Business Meeting Tara Jenkins
 - i. Professional Development
 - ii. Awards
 - iii. Incentives
 - iv. Elections
 - d. Legacy & Memorial Scholarships Stacy Criswell
 - e. COAP Program Fee Schedule James Tumelson
 - f. Other Business
 - 2. ICC Issues
 - a. ICC Leadership Academy

Announcements:

Annual Education Institute: March 25-28, 2024 – Lynnwood Event Center

ICC CAH Group A #1 – April 7-16, 2024 – Orlando, FL

Annual Business Meeting: April 18-19, 2024 – Leavenworth, WA Summer Business Meeting: July 18-19, 2024 – Tacoma, WA

Adjourn



WASHINGTON ASSOCIATION OF BUILDING OFFICIALS

"Leading the way to excellence in building and life safety"

Proposed Minutes

WABO Executive Board Meeting - December 06, 2023

1. Call to Order

The WABO Executive Board was called to order by President Andy Higgins at 12:15 p.m. via Zoom Conferencing.

2. Roll Call

The following officers were present:

Andy Higgins - President

Ray Cockerham - 1st Vice President Todd Blevins - 2nd Vice President

Kurt Aldworth - Immediate Past President

The following Directors were present:

Brian Smith - Certification & Registration
Micah Chappell - Technical Code Development

Tim Woodard - Government Relations

Angela Haupt - Finance
Stacy Criswell - Outreach
James Tumelson - Accreditation
C. Ray Allshouse - Past President
Trace Justice - Past President

The following Directors were absent:

Max Booth - Education

Ryan Mumma - Emergency Management

The following management personnel were present:

Tara Jenkins - Executive Director

3. Consent Agenda

Agenda Approval – December 06, 2023. Approved unanimously. Minutes Approval – August 10-11, 2023. Approved unanimously.

4. **President Report.** Andy reported that Representative Duerr will be moving forward with her legislation that was brought forth last legislative session. Andy announced that the City of Seattle does not have a resolution at this time on the Seattle Energy code.

5. Business / Action Items -

1. WABO Business -

a. Action Between Meetings – Andy Higgins reported that action occurred in between the last board meeting and the following motions need to be reflected in the minutes:

MOTION: It was moved and seconded to approve a \$1,500 donation to the WA Association of Permit Technicians Scholarship fund. Motion passed.

- b. Winter Committee Meeting Tim Woodard announced that the Government Relations committee is trying to secure volunteers to speak to their representatives during the virtual week on the hill. Tim held a discussion regarding the current format of the Winter meeting and if there is interest to return to the in-person format.
- c. 2024 Legislative Priorities Tim Woodard informed the board that a request was made to support legislation to increase state support for emergency response volunteer programs (eg; WAsafe) or promote such programs. Tim will take this request through the Government Relations committee for vetting and approval. Micah Chappell brought up the issue of the legislative priorities only being available on the legislature page, which is a members only page, the Board has no issue with the priorities being made available to the public once Tim reviews them with Marian.
- d. SBCC Outreach Kurt Aldworth led discussion on the letter that has been drafted to the State Building Code Council (SBCC) regarding the WA Custom Codes. The Board felt language from the recent Council meeting needed to be incorporated into the draft and then it can be submitted. Andy Higgins will work on the final language.
- e. Facility Request for Consultant Expenses Tara Jenkins led the discussion regarding a fabrication facility that submitted a request to the Board for an estimate of Technical Consultant fees prior to an on-site audit. Having the consultants provide the facilities will result in more billable hours, the WABO office staff members will be directed to provide comps to the facility prior to so they can have an expectation of costs in advance.

- f. Liaison Consultant Stacy Criswell provided an update on the Walla Walla meeting and stated there was a lot of interest from the membership. The Outreach committee came up with a list of 22 organizations. The Board discussed if our lobbyist role can just add to the scope and fulfill this position. A cost benefit analysis will need to be done. Stacy will send the organization list to the Board to narrow the scope of focus to the top 5 organizations and then bring back to the Executive Board Retreat.
- g. Organization Partnership Criteria Tim Woodard led a discussion on whether the Board wanted to establish criteria/guidelines for organization partnerships. If a Board member is interested in establishing criteria/guidelines for Board consideration a draft must be presented for review.
- h. Feasibility Study for Implementing Immediate Occupancy
 Standard(s) Draft Bill Tim Woodard reported that Jon Siu provided the
 WA State EMD bill informing us that EMD would like WABO to support
 the bill.
- i. **2021 WA Custom Codes Update –** Angela Haupt reported that the IFC is the only code we are waiting on except for the Energy codes.
- j. Jim Tinner AEI Scholarship Tara Jenkins led the discussion that WABO Past President Willie Hill wanted to present a Jim Tinner AEI Scholarship to the Board to be discussed. The Board embraced the idea of a scholarship for the members of which have contributed so much to the organization for the Education Institute. The Outreach Committee has been tasked with creating two separate scholarships, the 'Legacy Scholarship' and 'Memorial Scholarship' and develop eligibility criteria to be presented at the next meeting.

k. Other -

James Tumelson informed the Board that he had a conversation with Steve Hart and stated that substantial inclusion of the Energy code is incorporated into the WA State Amendments. He stated that training on this topic will be critical. Todd Blevins will contact Steve Hart to see if he is able to instruct at the 2024 Annual Education Institute.

Kurt Aldworth informed the Board that Max Booth is stepping down from Education Chair and Brian Smith has submitted a nomination form for Education Committee Chair. Outreach efforts for Certification and Registration will need to start as well as for any positions that are applying for 2nd Vice President which will be open this coming April. Tim Woodard led a discussion on an ICC letter distributed regarding protection of their intellectual property.

Micah informed the Board that an SBCC special meeting was held last week and the Residential Energy changes moved forward but that the commercial changes did not. Micah reported that the Governor will call for another special meeting and that the minutes are available for review on the SBCC website. Micah announced SBCC removed all mapping from Chapter 3 in the IWUIC and requires local jurisdiction to do their own mapping. Micah questioned the legality of removing the mapping as legislation requires DNR to do mapping and has not received an answer. Micah reported that if the SBCC felt another delay could occur due to the energy code, the council has discussed decoupling the codes and let the Energy Codes stay behind.

Angela Haupt informed the group that the SBCC voted on the 2024 code implementation date which will be November 1, 2026. The Education Committee will need to poll the membership at the 2024 Annual Education Institute to see if the membership wants to keep with a Spring Institute or move it to Fall in 2026.

2. ICC Business -

a. BRIC Grant Program – Andy Higgins stated that Jake Hesselgeser and Ryan Mumma provided detailed information about the FEMA BRIC program. The information was forwarded to the SBCC for consideration for the 2024 WA Custom Codes for them to pursue grant funding. Kraig Stevenson also provided information to WA EMD for disaster response program.

Meeting recessed at 12:15 p.m.

The Executive Director prepared the proposed Minutes. Written documents or reports referred to in the Minutes are on file in the association office.



Annual Awards



JURISDICTIONAL OUTREACH AWARD

Purpose: The Jurisdictional Outreach Award is to

salute jurisdictions that have made an exceptional effort to communicate with their communities and customers. This annual award recognizes a jurisdiction that demonstrates a commitment to its customers through the successful implementation of a program designed to expand the awareness of building codes and safety in the commu-

nity.

Who: Any department or division of a local govern-

ment in Washington that has the authority and responsibility for administration and enforcement of the building codes is eligible to receive the award. Nominations may include more than one jurisdiction to recognize

mutual efforts.

Award: A plaque honoring the recipient. A certificate

is presented to the jurisdiction's chief executive officer, administrator, or elected official

and to the ICC Chapter president.

OUTSTANDING EDUCATIONAL ACHIEVEMENT

Purpose: The Outstanding Educational Achievement

Award is to honor ICC Chapters and the members that are leaders in educating building code administration and enforcement professionals in standards of professionalism. This award recognizes an ICC Chapter or Chapter member that has demonstrated outstanding commitment, effort, and achievement in promoting high standards of professionalism for individuals involved in building code administration and

enforcement in Washington.

Who: All ICC Chapters and Chapter members in

the state of Washington.

Award: A plaque honoring the recipient

CODE OFFICIAL OF THE YEAR

Purpose: The WABO Code Official of the Year Award

is to recognize individuals who have made an outstanding contribution to the Washington Association of Building Officials and to building officials throughout Washington. Criteria for the award are contribution to WABO, promotion of WABO ideals, philosophy, and goals, and contribution to building safety on

a statewide level.

Who: Must be a member of WABO.

Award: A plaque honoring the recipient

ASSOCIATE MEMBER OF THE YEAR

Purpose: The WABO Associate of the Year is to recog-

nize an Associate Member who has made an outstanding contribution to the Washington Association of Building Officials and to building officials throughout Washington. The criteria for the award are contribution to WABO, promotion of WABO ideals, philosophy, and goals, and contribution to building safety on

a statewide level.

Who: Must be an Associate Member of WABO.

Award: A plaque honoring the recipient.

Nomination Procedures:

The official nomination form for all awards must be completed and returned to the WABO office thirty days prior to the ABM. Awards will be announced at the WABO Annual Awards Banquet during the Annual Business Meeting. Nominations will be screened by the Nominations Committee and voted on by the Executive Board. All award winners will be featured in an article of *The WABO News*.

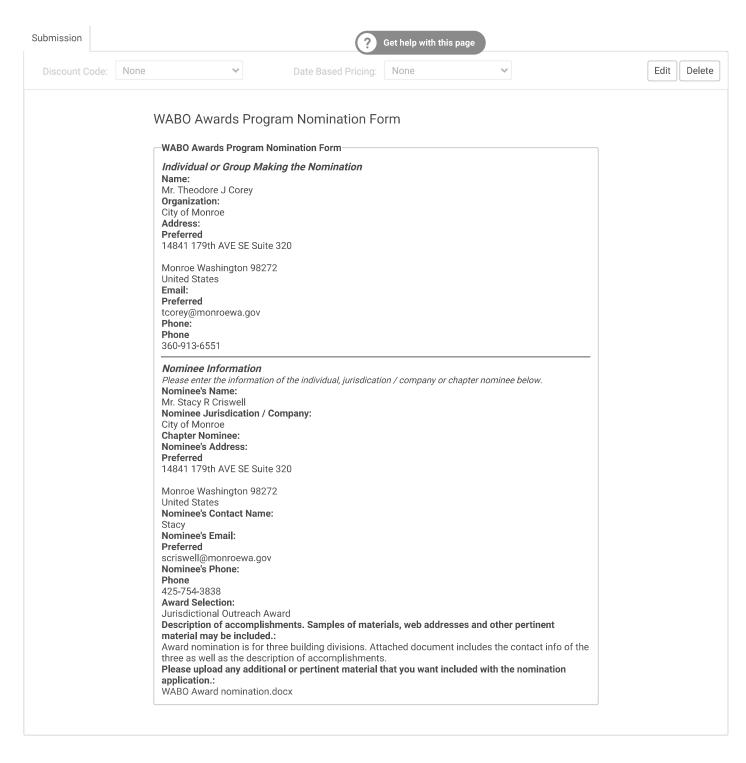


Washington Association of Building Officials

Awards Program Nomination Form

(check one)

A CONTRACTOR OF THE PARTY OF TH	()
OF SIL	Jurisdictional Outreach Award Outstanding Educational Achievement Award WABO Code Official of the Year Award
65	WABO Associate of the Year Award
Name	
Jurisdiction	
Chapter	
Company	
Address	
Contact Person	Phone
Name	
Address	_Email
1 11011e	LIIIaII
Description of accomplishments web addresses, and other perti	additional pages if necessary). Samples of materials, aterials may be included.
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2024 WABO Jurisdictional Outreach Award Nomination

It is my pleasure to nominate the building divisions of the Cities of Monroe, Lake Stevens, and Stanwood, for the 2024 WABO Jurisdictional Outreach award.

Working within the Northwest Building Department Cooperative NWBDRC (NW-Bedrock) the three respective building divisions and their staff devoted themselves to the creation of handouts for those that live and work in their jurisdictions covering significant changes from the 2018 to the 2021 building codes as adopted and amended by the State of Washington, most notably, the Wildland Urban Interface Code (WUIC). The goal being to provide consistent outreach and enforcement between their regionally close jurisdictions.

The efforts of the three divisions resulted in a total of six handouts including four devoted solely to the WUIC. These four consisted of a general WUIC handout, and separate handouts for roofs, decks and building exteriors.

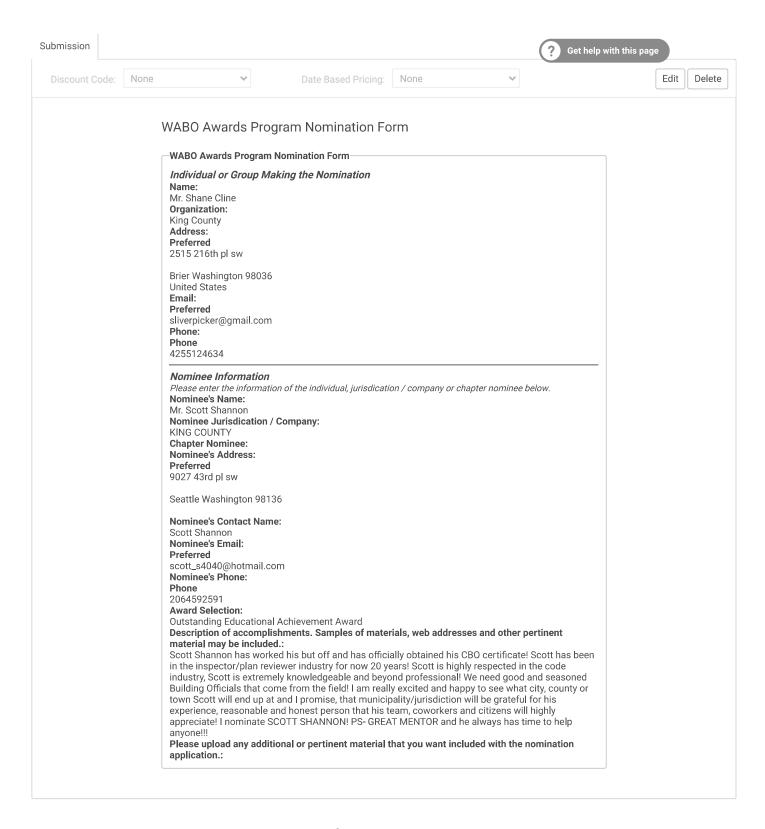
The work that went into the creation of these handouts required many hours of collaborative in person meetings as well as individual work. Finding the time for these divisions from different jurisdictions to meet was difficult and exemplifies the dedication and effort that went into the project.

After completing the handouts, each jurisdiction distributed them through their various outlets, including website postings, emails, social media etc. All in all, the six member jurisdictions of NWBDRC distributed the handouts as well as WABO posting them on their website. Additionally, the handouts have been made available to many if not all jurisdictions in Washington. The successful efforts of these three divisions to create and distribute these handouts has drastically increased awareness of the new codes and the effect they will have on those living and working within Washington.

City of Stanwood Scott Black – Building Official 10220 270th ST NW, Stanwood, WA 98292 Scott.black@ci.stanwood.wa.us 360-454-5208

City of Lake Stevens
Carol Manus – Building Official
1812 Main ST, Lake Stevens, WA, 98258
cmanus@lakestevenswa.gov
425-622-9432

City of Monroe Stacy Criswell 14841 179th AVE SE Suite 320, Monroe WA, 98272 scriswell@monroewa.gov 425-754-3838











2024 ABM Giveaway Ideas

Stadium Seat Cushion (\$8.09 ea.)



- Sit comfortably on this resilient on-the-go seat cushion. Carrying handle for easy travel and a large slip pocket.
- 70D polyester with foam cushion
- Size: 14" H x 14" W x 1 1/2" D

Oktoberfest Glass Mug (\$8.99 ea.)



- Get your festivities on with branded mugs for beer or other beverages!
- Glass mugs equipped with large handle for a good grip while moving around.
 - A dimpled design gives this mug a true traditional feel.
 - 0.5L Marking
 - 17 oz Capacity

Two-Tone Tote Bag (\$8.43 ea.)



- Take everything you need to meetings with this customized 600D polyester tote!
- Multiple pockets provide a space for all your necessities (front slip pocket, 2 pen pockets, 1 card pocket, left side mesh pocket, right side slip pocket).
 - Dual 25" Length Handles
 - Size: 14" H x 17" W x 5" D

Bamboo Cheese Server Set (\$13.89 ea.)

- Bamboo case, stainless steel utensils/bamboo handles
- Cheese fork, flat cheese knfe, & small spade
- Pull out tray on serving board
- Size: 1.25" x 7.125"



Contemporary Zippered Padfolio (\$13.29 ea.)



- This zippered vinyl portfolio will keep you organized with style!
- Includes refillable 11" H x 8-1/2" W notepad
- 30-sheet white, lined paper
- 2 open interior pockets
- 1 zippered interior pocket
- 8 business card pockets
- Mesh ID holder
- Pen loop

Hard Enamel Pin (\$2.94 ea.)

Custom hard enamel pins are loved by expert pin designers. In hard enamel, We fill the enamel colors to the brim of the metal cavity then polish the enamel flat for a smooth and shiny finish.

> Design Options On Next Page



2024 ABM Giveaway Ideas

















Nominations for WABO Leadership

Volunteer leadership and participation of the members is what makes the Washington Association of Building Officials a superior organization and we urge you to consider serving on the Executive Board or as a Committee Chair. Candidates for elected office must be a voting member. Committee membership is open to all WABO members.

Application for WABO Executive Board

Name:		
Fitle:		
Jurisdiction:		
Address:		
City/State/Zip		
Phone:	FAX	
EMail:		
	Elected Positions	
Officers:President	First Vice-President	Second Vice-President
Directors (Committee C	hairs)	
	rnment RelationsEmergency M	and RegistrationOutreach Services IanagementAccreditation
11 0 0 1	. I understand that I will be expected to	s a time commitment involved in serving to attend quarterly business meetings and
Signature of Applicant:		
Signature of Supervisor:		

Please return to WABO, P. O. Box 7310, Olympia, WA 98507 or fax 360-918-8021



PO Box 7310 Olympia, WA 98507 (360) 628-8669 Email: coap@wabo.org www.wabo.org

Legacy Scholarship Application Guidelines

Legacy Scholarships at WABO are designed to foster a strong community of building department professionals who contribute to the growth and improvement of the industry. We recognize the invaluable efforts of individuals within our organization who dedicate themselves to enhancing codes, educating the public, mentoring new professionals, and engaging with legislators and officials.

In order to nurture future industry leaders, WABO is pleased to offer the Legacy Scholarship to (clarify eligibility: first-year building officials, first-year members, or members/building officials in their first five years). This scholarship focuses on supporting educational pursuits (confirm if it's solely for AEI courses or if other trainings from sources such as our website, ICC, and local chapters are included) of its members who serve a valuable role in our industry. The scholarship amount will be determined based on (clarify criteria such as financial need, merit, or a combination).

To provide equitable assistance, the following structure has been established:

- For members currently employed and receiving partial funding from their employer, WABO will waive up to one-third of the training fee.
- For members currently employed without financial support from their employer, WABO will waive up to 100% of the training fee.

To apply for the scholarship, interested individuals must complete the Scholarship Application Form and submit it along with the required supporting documents to the WABO Administration Office no later than the specified deadline. After careful review, all applicants will be notified of the committee's decision via email. If approved for training reimbursement, a training credit will be issued accordingly.

Please note that the availability of scholarships is subject to the funds allocated at the time of application. The awarded scholarship amount may be less than the maximum listed. We encourage all eligible individuals to apply and look forward to supporting their educational endeavors for the betterment of our industry.

Couple main points of concern:

- Is this intended to be for any member, or new members?
- Is this a waiver of training fees, or reimbursement based?
- Does this only apply to our trainings, or any?

WASHINGTON ASSOCIATION OF BUILDING OFFICIALS

Legacy Scholarship Application Form

2024 Maximum Award \$180.00

Scholarship is subject to fund availability at the time application is received. Scholarship awarded may be less than the maximum amount listed.

Submission Deadline:

Award Notifications Begin:

February 2, 2024

February 16, 2024

1 Cbi dai y 2, 2024			TCDTU	1 y 10, 2024	
Eligibility for Scholarship:					
☐ Successful completion of training (si	gnature vr	rification of	class attendance re	quired)	
Application Requirements (Incomplete	Application	ons Will No	t Be Accepted):		
☐ Completed application form☐ Letter from employer/supervisor					
Applicant's Name					
Address					
City			State	Zip	
Phone #	Emai	il			
Employer/Supervisor's Name					
Organization		т	itle		
Address					
City			State	Zip	
Phone #	Emai	il			
Applicant Signature (Required)		Date			
Jurisdiction Supervisor Signature (If App	licable)	Date			

PERSONAL ESSAY

Why do you feel you should receive a WABO Code Official Accreditation Program scholarship? In your ess	ay,
please include information about your educational journey, your long-term career goals, and your curre	ent
financial need (May be submitted on a separate sheet).	

Please Return Complete Application To: WABO COAP Scholarship Program PO Box 7310, Olympia, WA 98507 Email: coap@wabo.org

2024-2025 WABO Fee Schedule

Effective July 2024

<u>CATEGORY</u>	Member/Nonmember	Proposed
Annual Dues: Population under 50,000	\$105.00	
Population 50,000 – 100,000	\$205.00	
Population over 100,000	\$305.00	
Associate Member	\$215.00	
Government Employee (2 nd Voting Member)	\$50.00	
Sponsor Annual Dues: Bronze Sponsor	<u>\$250.00</u>	
Silver Sponsor	\$500.00	
Gold Sponsor	\$800.00	
<u>Diamond Sponsor</u>	<u>\$1200.00</u>	
Platinum Sponsor	<u>\$1600.00</u>	
<u>Quarterly Meetings:</u> Includes lunch, coffee & pastries, meeting room fees, AV equipment and professional	\$70.00	
Annual Meeting: Includes the same as above plus awards and banquet	\$115.00/\$135.00 \$45.00 Banquet Guest	
Education Seminars: Includes instructor, lunch, coffee & pastries, meeting room fees, AV equipment, CEUs	\$165 <u>.00/-member</u> \$220 <u>.00-nonmember</u>	
Annual Education Institute: Includes instructors, lunch, coffee & pastries, meeting room fees, AV equipment, CEUs	\$140/\$165 Late \$200/\$220 Late	
AEI Trade Show Fees (per day)	\$305 <u>.00</u>	

Accreditation

ACO Application/Renewal	\$55 <u>.00</u>	
ACO Honorary Member Renewal	\$0 <u>.00</u>	
COAP Registration Fees	\$360 <u>.00</u>	<u>\$371.00</u>
COAP Application Administrative Fee	\$25 <u>.00</u>	<u>\$26.00</u>
COAP Technology Fee	\$25 <u>.00</u>	<u>\$26.00</u>
Self-Guided Training	\$165 <u>.00/\$220.00</u>	

Welder ProgramSee programCertification New\$60Welder renewal\$60Late fee/replacement card\$20

Special Inspections Program See program

<u>Fabricator Program</u> See program

Job Ads on WABO website \$55.00./ member

\$85<u>.00</u> nonmember

Tara Jenkins

From: International Code Council <icc@iccsafe.org>
Sent: Wednesday, December 20, 2023 8:21 AM

To: Tara Jenkins

Subject: Save the date! 2024 Chapter Leadership Academy



Save the Date!

2024 Code Council Chapter Leadership Academy

April 5-7

DoubleTree at the entrance to Universal Orlando Orlando, Florida

Join us for the 8th Annual Chapter Leadership Academy taking place during the Code Council's Leadership Week held in conjunction with the 2024 Committee Action Hearings – Group A #1. Don't miss this excellent opportunity to earn CEUs, brainstorm with your peers and learn effective methods for advancing your Chapter. Registration opens late January, mark these dates on your calendar:

Agenda

April 5 Chapter Leadership Academy

April 6	Chapter Leadership Academy (morning) Keynote Speaker (afternoon) Building Safety Month event (evening)
April 7	Networking opportunities Panel Discussion/Lunch

Academy events will conclude at 2 pm on April 7. Chapter leaders will be reimbursed for travel plus lodging expenses for check-in on April 4 through check-out on April 7. A Chapter in good standing may choose between sending a leader to the Chapter Leadership Academy, including reimbursement for travel and lodging, OR a complimentary registration to the Annual Conference (does not include reimbursement for travel or lodging).

If you have any questions, please contact your staff liaison or email Ron Piester.

Additional Code Council events that may be of interest to you:

April 7	Membership Council Governing Committee Meetings (morning) Code Hearings begin (afternoon)
April 8-16	Code Hearings









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This message was sent to tjenkins@wabo.org.

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