



WASHINGTON ASSOCIATION OF BUILDING OFFICIALS

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

MINUTES – 2025 Summer Business Meeting

Mukilteo, Washington

July 17-18, 2025

Call to Order

The Summer Business Meeting of the voting representatives was called to order by President Ray Cockerham on July 17, 2025 at 8:00 a.m.

Roll Call

The following executive board officers were present:

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

The following executive board officers were absent:

Andy Higgins	-	Immediate Past President
--------------	---	--------------------------

The following executive board directors were present:

Brian Smith	-	Certification & Registration
Micah Chappell	-	Technical Code Development
Andie Lorenz	-	Finance
Ryan Mumma	-	Education
Stacy Criswell	-	Outreach Services
Quyen Thai	-	Emergency Management
James Tumelson	-	Accreditation
Kurt Aldworth	-	Past President
C. Ray Allshouse	-	Past President

The following executive board directors were absent:

Tim Woodard	-	Government Relations
Trace Justice	-	Past President

The following management personnel were present:

Tara Jenkins	-	Executive Director
Troy Jenkins	-	Jenkins Management Solutions
Tanner Jenkins	-	Jenkins Management Solutions

Introductions

The active member voting representatives, associate members, and guests introduced themselves. Registration list is on file at the WABO office.

Agenda

The President presented the proposed Agenda for the July 17-18, 2025, Summer Business Meeting.

MOTION: It was moved and seconded that the Agenda be approved as presented.

The motion carried.

Minutes

The President presented the proposed Minutes for the WABO Annual Business Meeting held on April 17-18, 2025.

MOTION: It was moved and seconded that the Minutes be approved as presented.

The motion carried.

President's Report

President Ray Cockerham announced that he and Todd Blevins will be attending the Building Industry Association of Washington (BIAW) in the fall. Ray reported that the 30th anniversary of the WA State Permit Technicians will be celebrated at their September Annual Business Meeting and that he will be in attendance. He also reported that WABO's immediate past president, Andy Higgins, has been appointed to the ICC Board of Directors and will be running to retain that seat at the 2025 ICC Annual Business Meeting. Ray reflected on when he was a newly elected President and quickly overextended himself to commitments but has been rewarded on his involvement. Ray encouraged members to find a committee that they have interest in and to get involved, participate, and move forward!

Executive Board Report

No Report.

First Vice President

No Report.

Second Vice President

Angela Haupt provided an overview on the Friday morning professional development and encouraged members to stay for the training.

Immediate Past President

No Report.

Executive Director

Tara Jenkins discussed the meeting logistics to the membership. Tara asked members to review the budget in the packet and to be ready for the budget presentation on Friday. Tara provided information on the self-paced Plumbing Design & Installation course and announced open registration for the Fall 2025 quarter of COAP.

Meeting recessed for committee meetings at 8:20 a.m.

Meeting reconvened at 1:00 p.m.

GUEST REPORTS:

International Code Council

David Spencer announced that ICC has released a 'State of the Industry' report and encouraged members to review. He reported an upcoming bylaw proposal that will be presented to the membership for consideration at the 2025 ICC Annual Business Meeting to help strengthen the ICC Governance Model. David reported the keynote speaker for the Annual Business Meeting and that 'Enchanted Night' will be the gala theme. David reported that he established an ad hoc committee to study the board seats and sectional representation to see if the established board seats are still relevant.

Allison Cook announced a bylaw proposal that she is seeking support (signatures) from voting representatives so she can present to ICC for consideration at the 2025 ICC Annual Business Meeting. Allison stated that the bylaw change would limit board representation to no more than 2 from a state and no more than 3 for a for-profit entity.

ICC Region II

No report.

ICC Local Chapters

No reports.

WSAPT

Tela Gardner reported that the WSAPT will be celebrating their 30th year and that they were the first permit chapter to form. Tela announced that the WSAPT Annual Business Meeting will be held on September 22-23, 2025 in Chelan, WA with a keynote speaker and a leadership panel with the theme of 'Honoring our History and Inspiring our Future.' Tela informed the members that Andie Lorenz will also be providing a training seminar on 'Complete Approach to Counter Review.' She also announced that on July 30th a virtual communications training will be offered. Tela informed the membership that Permit Tech Nation is coming up on 10 years and will hold their annual meeting at ICC's Annual Business meeting on Sunday from 10 am – 12 pm.

WPLBO

Kurt Aldworth provided an overview of the Western Pacific League of Building Officials that represents Washinton, Oregon, California and Southern Nevada. Kurt reported the upcoming

candidate's forum will be held in SeaTac, WA on August 21-22, 2025. There are currently 9 individuals running for 5 open seats.

WSAFM

No report.

OBOA

Ray Cockerham reported that OBOA could not send a representative to our meeting, and we could not send a representative to theirs as our meeting schedules keep conflicting.

WABO/SEAW

Hoyt Jeter reported the committee is working on updating the white papers to the 2021 codes. He noted that a code change proposal will be submitted to ACI for consideration regarding concrete walls. Hoyt reminded members that if they want to see a white paper developed to help with consistent interpretation to please let him know for committee consideration.

NFPA

Ray Cockerham reported that Greg Rogers is our new NFPA representative. Ray announced that NFPA hosted a Building Official Forum that he was able to attend last year and this year First Vice President, Todd Blevins, will attend.

Ray Allshouse informed the members about NFPA Technical Committees. If you are an enforcer of codes you are eligible to apply for a seat on their committee and, if selected, they will reimburse 75% of the cost to attend.

State Agencies

No reports.

State Building Code Council

Angela Haupt reported that the Building, Fire, Residential, and Wildland Urban Interface subcommittee is reviewing proposals. Angela informed that the embodied carbon subcommittee is going to recommend to 'not approve' the proposal. She reported that the council is reviewing the EV Charging Station proposals, and the main change will be to the number of EV stalls. EV Ready (everything but the items on the wall) went from 25% down to 10%, EV Capable (panel space available and future equipment installation) from 10% up to 40%, and Full Charging (ready to go) 10%. The next Council meeting is July 25, 2025. Public hearings for Group 1 will be in September and Group 2 in October.

MyBuildingPermit.com (MBP)

Michelle Miller informed the members that Mybuildingpermit.com is a coalition of 16 jurisdictions that own, develop, and support an online permitting portal. Michelle reported that MBP is onboarding the City of Ruston. Michelle announced that a backend system has been approved and that the current portal is being rebuilt (5 jurisdictions are cost sharing to fund the project and will be repaid with reimbursements). Michelle announced that AI tools will be incorporated into the portal and an RFP will go out in August for potential vendors to build the AI tools.

Liaison Reports

State Electrical Board –

James Tumelson announced the Electrical Board Meetings meet quarterly just like WABO. The Electrical Board is working to adopt the new code language for the 2026 NEC. James reported the adoption date for the 2026 NEC will be December 31, 2026. The Electrical Board will also be looking at clarification of training and training requirements.

Liaison Committee –

Stacy Criswell reminded the membership that WABO has a coalition of WABO members who volunteered to act as a liaison between WABO and other key organizations. Stacy informed that a liaison committee meeting was held and guidelines on what should be reported on was outlined. If there is any major information, liaisons can either report to Stacy so he can share the information or the liaison is welcome to report to the group personally. He also stated that he is always looking to refine the liaison list to ensure we partner where appropriate.

SB5290 –

Ray Cockerham informed the members that the workgroup recently published scorecards. The Guidebook is still being completed and has moved over to Commerce to finish the project.

Meeting recessed for code forum at 2:20 p.m.

Friday, July 18, 2025 at 8:00 a.m. – Meeting reconvened

President Ray Cockerham reconvened meeting at 8:00 a.m.

Motion and Action Items

Finance Report

Andie Lorenz presented the 2025/2026 WABO Budget.

Motion: It was moved and seconded to approve the 2025/2026 Budget as presented. Motion passed.

Andie Lorenz discussed credit card fees and the high cost of fee absorption that WABO is incurring. The finance committee proposes to phase out these fees and impose a credit card surcharge and to provide a ACH option to members as an alternative payment method.

Motion: It was moved and seconded to implement a credit card surcharge effective FY 26/27. Motion passed.

STANDING COMMITTEE REPORTS:

C & R Committee

Brian Smith gave a special thank you to Ray Cockerham, Duane Jonlin, and Molly Severns for volunteering their time to work on the Energy Code Plans Examiner Certification. The subcommittee is working on residential questions and currently revising questions in a suitable

format for online testing. Brian reported that the subcommittee is waiting on a plan set from WSU that will be used to develop plan specific questions and that he is also waiting for an update from Lisa Rosenow on the Commercial questions. Though, to-date, the subcommittee has been happy with the questions so far.

Finance Committee

Andie Lorenz provided the membership with an overview of WABO's 2024/2025 year-end financials.

Outreach Services Committee

Stacy Criswell encouraged first timers to keep the attendee list that is included in the meeting packet and utilize it as a resource for networking.

Emergency Management Committee

Quyen Thai informed the members that FEMA still exists for awareness and is still a resource. He announced that a WAsafe Building Safety Responder (ATC 20/45 Plus) training will be held in Tacoma on August 18, 2025 and encouraged jurisdictions to send staff. Quyen announced that WAsafe business cards are available at the registration desk to guide individuals on how to sign up and become a WAsafe Building Safety Responder. Lastly, Quyen reported that the Finance Committee has approved funding for WAsafe to complete the coordinator handbook.

Jon Siu reported that the WAsafe Training Committee has a limited pool of instructors that are available to provide the WAsafe training. Jon encouraged individuals to consider taking the 'Train the Trainer' course and join the pool of approved trainers. Jon also stated the importance of the coordinator handbook to be able to develop the network of individuals that will be called upon to deploy volunteers (Coordinators). Jon reminded members that if they are current responder due for renewal, that WAsafe has a completely online WAsafe renewal course.

Accreditation Committee

Ray Cockerham reported that he and Kelly Thompson will be presenting in August at a state conference of technical career counselors to bring awareness of the program to high school counselors and hopefully provide another funnel of potential new staff members to the jurisdictions.

James Tumelson stated that he is excited about the work coming up and the work that has been completed on the program. James reminded members that the Code Official Accreditation Program (COAP) received grant funding that was used for course improvement and marketing. Discussions were held with Clover Park and WSU in the hopes of creating a bridge program for students to leverage and earn a degree. James informed members that COAP held their first ever vendor booth at the Education Institute and will continue to seek booth opportunities. James reported the final report was turned over to the state and he thought the project was done, but the state is requesting WABO provide additional funding requests that they can submit for consideration. James reported that COAP will pursue additional funding, but the funding request could fall short this year to the state's budgetary constraints.

Announcements

Ray Cockerham thanked WABO Sponsors, management team, and announced the upcoming meeting in the fall being held in Chelan WA.

Unfinished Business

None.

New Business

None.

Meeting adjourned at 9:00 a.m.