



WASHINGTON ASSOCIATION OF BUILDING OFFICIALS

“Leading the way to excellence in building and life safety”

MINUTES – 2025 Fall Business Meeting

Chelan, Washington

November 6-7, 2025

Call to Order

The Fall Business Meeting of the voting representatives was called to order by President Ray Cockerham on November 6, 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	- 2 nd Vice President
Andy Higgins	- Immediate Past President

The following executive board directors were present:

Brian Smith	- Certification & Registration
Micah Chappell	- Technical Code Development
Tim Woodard	- Government Relations
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:

Trace Justice	- Past President
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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. The registration list is on file at the WABO office.

Agenda

President Ray Cockerham presented the proposed Agenda for the November 6-7, 2025, Fall Business Meeting.

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

Minutes

President Ray Cockerham presented the proposed Minutes for the WABO Summer Business Meeting held on July 18-19, 2025.

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

President's Report

The President reported on the liaison efforts that have been made with the WA State Permit Tech Association. Ray provided an update on his attendance at the International Code Council Annual Business Meeting, highlighting that WABO received the ICC President's Award at the Gala. Ray reported that the Permit Technician track of the Code Official Accreditation Program has strong registrations. Ray thanked BIAW for being in attendance and highlighted discussions that will be held on the WUI mapping and the State Building Code issues with the adoption cycle.

Executive Board Report

No Report.

First Vice President

No report.

Second Vice President

No Report

Election of Board of Director Nominations

Ray Cockerham announced that this is the last quarterly business meeting before WABO's Annual Business Meeting being held in Leavenworth. Ray reminded members that anyone can run against incumbents and situations could change where a position could open before the next meeting. You must be one of two voting representatives for your jurisdiction and obtain management approval for involvement. The nomination for leadership application was provided in the meeting packet. For more information on serving and time commitments please contact Andy Higgins.

Executive Director

Tara Jenkins reported to the membership about the meeting logistics, the scheduled Professional Development, and reminded that the Committee Volunteer page on the WABO website is a great resource to review all WABO committees and encouraged members or staff

members to get involved. Further, she informed members of outreach tools for WAsafe and that the Emergency Management Committee created informative business cards that can be distributed to staff members interested in signing up as a building safety responder. Tara announced the Plumbing, Design & Installation course being available for registration, that it is a completely online program, and is a great CEU option.

Meeting recessed for committee meetings at 8:45 a.m.

Meeting reconvened at 1:05 p.m.

GUEST REPORTS:

International Code Council

Bryan Imai informed members of ICC's Board IRC Review Committee (BIRC) which will review the IRC's safety, usability, and construction cost efficiencies. Bryan encouraged members to participate in the American Planning Association survey to evaluate best practices. He also encouraged committee involvement and to ensure staff are verified to vote before the next ICC meeting.

Andy Higgins announced he was appointed to an ICC Director At Large Position in June of 2025 due to a board member vacancy. He informed the members that he submitted a nomination form for the 2025-2026 board, went through the nominating committee process, and was successfully elected to a Director At Large position.

Ray Cockerham announced the bylaw proposal presented at the ICC Annual Business meeting failed.

ICC Region II

Andie Lorenz reported that the ICC Region II Chapter met at the ICC Annual Business Meeting and Ted Zuk was elected President. The Region II coalition of Idaho, Washington, Oregon, Montana, Wyoming, and Alaska hold monthly virtual meetings every 2nd Wednesday of the month. If interested in attending the virtual meetings visit the Region II website.

ICC Local Chapters

Western WA Chapter

Quyen Thai reported that the Western WA Chapter President has stepped down and he is acting as the interim President until a new election can be held. The chapter is considering holding virtual meetings to make it easier to attend.

North Central Chapter

Kevin Harmon informed the membership that they have been hosting the Short Course for 27 years and the 2026 session will be held March 11-13, 2026 at the Enzian in Leavenworth. Kevin stated that the chapter is trying to establish a scholarship fund to bolster involvement in the chapter.

WSAPT

Tela Gardner reported on the 30 year anniversary conference held in Chelan and highlighted the silent auction, keynote speaker, and bylaw change. Tela informed that WSAPT memberships are individual memberships and as a WSAPT member you are also a member of Permit Tech Nation. She announced that the Spring conference will be held Apr 13-14, 2026 in Leavenworth and the Fall conference Sept 21-22, 2026 in Chelan. Tela also announced that she was elected to the Permit Tech Nation board of directors.

WPLBO

Ray Cockerham provided an overview of the makeup of the Western Pacific League of Building Officials for the first timers. The group is made up of WA, CA, Southern NV, and OR. The candidate's forum is also attended by ICC Region I and Region II members. Ray provided an overview of the process of the candidate's forum and informed that the board decides who will attend the 2026 candidate's Forum.

OBOA

Ray Cockerham stated that OBOA is currently going through restructuring and will ensure to connect with members soon.

WABO/ SEAW

No report.

State Agencies

No report.

State Building Code Council

Angela Haupt reported on the upcoming meetings dealing with childcare issues, legislative issues, and full council meeting. Angela shared that public comment hearing for 2024 codes will be on March 24 and March 27 (westside and eastside locations) and encouraged members who want to provide comment to attend.

Building Industry Association of Washington (BIAW)

Patrick Hanks, Codes & Policy Manager, reported on the makeup of BIAW (parent association and local associations). He informed members that BIAW focuses on state issues while the local associations focus on housing and local issues. Partick announced BIAW is working on a housing attainability report.

MyBuildingPermit.com (MBP)

Ryan Mumma reported that the management team for MBP voted to allow non-members to sit on committees. If you or a staff member are interested in participating, please contact Ryan.

Liaison Reports

Electrical Board

James Tumelson reported that the 2026 National Electrical Code will have an implementation date of December 31, 2026.

WSEC Plans Examiner Certification

Brian Smith presented a high-level overview of the WABO Washington Energy Code Plans Examiner Program.

MOTION: It was moved and seconded to approve the WABO WSEC Plans Examiner Program.

The motion carried.

Brian Smith will work with the WSEC Plans Examiner Subcommittee and WABO office to finalize administrative items for program launch.

Meeting recessed for code forum at 2:30 p.m.

Friday, November 7, 2025 at 8:00 a.m. – Meeting reconvened

President Ray Cockerham reconvened meeting at 8:05 a.m.

Motion and Action Items

None

STANDING COMMITTEE REPORTS:

Certification & Registration Committee

No report.

Technical Code Development Committee

Micah Chappel reminded members that TCD Scholarships as well as ICC Code of Honor Scholarships are available for members to attend code hearings and encouraged participation.

Finance Committee

Andie Lorenz provided the membership with an overview of WABO's 2025/2026 first quarter financials.

Education Committee

Ryan Mumma reported the 2026 Annual Education Institute schedule has been finalized. The schedule was altered slightly due to the State Building Code Council adjustment to the adoption schedule. Ryan reported that if the implementation date of November 1, 2026 holds, WABO will provide code update seminars across the state (in areas that have a need) in the Fall.

Outreach Services Committee

Stacy Criswell recognized the eight first timers that attended the meeting and encouraged them to look at areas they can get involved in. Stacy highlighted the code development process and stated how much time and effort is involved from WABO members and the effects it has nationally.

Emergency Management Committee

Quyen Thai announced that ICC holds 'When Disaster Strikes' training each year at the Annual Business meeting. Please reach out to Quyen for coordination if you are interested in attending. Quyen reported that two WAsafe trainings will be coming up that will be hosted by Tacoma and Puget Sound Regional Fire Department. Quyen reminded members that there is an online renewal course that current WAsafe responders can take in lieu of in-person training.

Accreditation Committee

Jame Tumelson gave a high level overview of the Code Official Accreditation Program (COAP) and the Accredited Code Official (ACO). James reported marketing efforts are still underway and a videographer has been working in Kirkland, Covington, Edgewood, and Pierce County to develop A roll's (interviews) and B roll's (action videos of staff members performing their jobs) to implement in marketing campaigns and outreach efforts. James also reported on the self-paced Plumbing and Illustration course and the development of the Wood Framed Construction.

Ray Allshouse reported Dunn Lumber has a series of videos available to help through the permitting process.

Announcements

None.

Unfinished Business

Tim Woodard brought up the 2026 draft legislative positions for the membership's continued review from the government relations committee meeting.

MOTION: It was moved and seconded that the 2026 Legislative Positions be approved as presented.

The motion carried.

New Business

None

Meeting adjourned at 8:35 a.m.