



WASHINGTON ASSOCIATION OF BUILDING OFFICIALS
"Leading the way to excellence in building and life safety"

Minutes

WABO Executive Board Meeting – November 16, 2017

1. Call to Order

The WABO Executive Board was called to order by President Tom Phillips at 10:05 a.m. at City of Kirkland, WA.

2. Roll Call

The following officers were present:

Tom Phillips	-	President
C. Ray Allshouse	-	1st Vice President
Kurt Aldworth	-	2 nd Vice President
Jon Siu	-	Immediate Past President

The following Directors were present:

Lee Kranz	-	Technical Code Development
Pete Rambow	-	Certification & Registration
John Brickey	-	Government Relations
Ray Cockerham	-	Emergency Management
Angela Haupt	-	Finance
Rick Prosser	-	Education
Andy Higgins	-	Accreditation
Trace Justice	-	Past President
Gary Schenk	-	Past President
Jim Tinner	-	State Building Code Council (via teleconference)

The following Directors were absent:

Todd Blevins	-	Outreach
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The following management personnel were present:

Tara Jenkins	-	Executive Director
Troy Jenkins	-	Jenkins Management Solutions, LLC

3. Consent Agenda

Agenda Approval – November 16, 2017. Approved unanimously as amended.
Minutes Approval – August 3-4, 2017. Approved unanimously.

4. **Report from the President.** President Phillips reported that he attended a two-day electrical code training at Labor & Industries. Tom announced that John Brickey scheduled a meeting on November 30th with L & I's Chief Electrical Inspector, Stephen Thornton, to discuss cities versus state electrical programs. Tom also reported that electrical shock drowning is being studied.

5. **Business/Action Items**

1. **ICC Issues**

- a. **ICC Board Meeting** – Gary Schenk led the discussion regarding ICC Board meetings and ways WABO can participate.
- b. **ICC/WA State Custom Codes** – Lee Kranz updated the Board on the status of the 2018 WA State Custom Codes and the variables that are effecting a timely release date. The Board developed an action plan for the 2018 WA State Custom Codes. A marketing plan and survey will need to be developed with ICC and dispersed to the WABO membership.

2. **WABO Business**

- a. **Cross Laminated Timber** – deferred to the next meeting.
- b. **Honorary Membership** – A WABO member inquired on how to submit a request for an Honorary Membership. The Board will create an Honorary Membership Nomination Form with criteria for the membership. The nomination form will be submitted to the Board to present to the membership for a vote.
- c. **Strategic Plan** – Kurt Aldworth announced the strategic plan subcommittee will meet and review the strategic plan and will report to the Executive Board at the next meeting.
- d. **Committee Description Review** – The committee chairs are still reviewing the committee descriptions. Chairs are to submit changes to the WABO office. Board will review status at the next Executive Board meeting.
- e. **Technical Consultant Fees** – Pete Rambow reported that a WABO Technical Consultant requested an increase in their hourly consulting fee. A discussion was held regarding the technical consultant contracts and the Board would like to review all consultant contracts.

MOTION: It was moved and seconded that WABO increase the technical consultant hourly fee the requested amount. Motion passed unanimously.

- f. **Lobbyist Fees** – The WABO lobbyist made a request to the WABO Executive Director for an increase in the monthly retainer fee to take effect in the 2018/2019 budget.

MOTION: It was moved and seconded that WABO increase the lobbyist monthly retainer fee the requested amount. The increased retainer fee will be effective July 2018. Motion passed with 7 votes in favor, 4 against.

- g. **Cracker Barrel** – Lee Kranz announced that he will be coordinating another cracker barrel session for the Spring 2018 meeting. He will send an e-mail for topics and table captain volunteers.

- h. **Sponsor Request** – The WABO office received an ATC-45 training sponsorship request from Mason County Community Services.

MOTION: It was moved and seconded that WABO contribute \$200 to Mason County Community Services to help sponsor the ATC-45 training. Motion passed unanimously.

- i. **SIRP Program Request** – The WABO office received a request from the City of Long Beach, CA to use WABO's Special Inspection written and oral interview questions. The Board would like the SIRP Board to review the request and provide a recommendation.

- j. **Proposed Legislation** - John Brickey reported on the legislative issues facing WABO in the upcoming session. SBCC funding is high priority in the Governor's Budget and stakeholders and proponents met to determine how to best move the bill forward.

- k. **WASafe Update** - Ray Cockerham distributed a draft WASafe Deployment Flow Chart and Memo of Understanding (MOU) between EMD and Department of Health. Jon Siu will redraft the MOU to fit WASafe's needs.

MOTION: It was moved and seconded to authorize Tom Phillips to sign the WASafe Deployment Flow Chart and Memo of Understanding between EMD and Professional Organizations based on the recommendations from the Emergency Management committee. Motion passed unanimously.

Meeting adjourned at 2:10 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.