



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

Minutes

WABO Executive Board Meeting – August 14, 2025

1. Call to Order

The WABO Executive Board was called to order by President Ray Cockerham at 8:00 a.m. at the McMenamin's Anderson School in Bothell, WA.

2. Roll Call

The following officers were present:

Ray Cockerham	-	President
Todd Blevins	-	1st Vice President
Andy Higgins	-	Immediate Past President

The following Officer's were absent:

Angela Haupt	-	2 nd Vice President
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The following Directors were present:

Brian Smith	-	Certification & Registration
Micah Chappell	-	Technical Code Development
Tim Woodard	-	Government Relations
Andie Lorenz	-	Finance
Stacy Criswell	-	Outreach
Quyen Thai	-	Emergency Management
James Tumelson	-	Accreditation
Kurt Aldworth	-	Past President
C. Ray Allshouse	-	Past President
Trace Justice	-	Past President

The following Directors were absent:

Ryan Mumma	-	Education
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The following management personnel were present:

Tara Jenkins	-	Executive Director
Troy Jenkins	-	T. Jenkins Management Solutions

3. Consent Agenda

Agenda Approval – August 14-15, 2025. Approved unanimously.

Minutes Approval – May 12, 2025. Approved unanimously.

4. **President Report.** Ray Cockerham thanked the past presidents for their continued involvement with WABO. The Legacy the past presidents bring is invaluable and board members appreciate the engagement, guidance, connections, and wisdom they provide for the future of the organization. Ray reported on the upcoming meetings that he and key board members will be attending.
5. **Executive Director Report –** Tara Jenkins informed the board of their updated 2025-2026 operations manual, reminded board members of the legislative resource page, and informed the board of two new instructor hires for the Code Official Accreditation Program.
6. **Business / Action Items –**
 1. **ICC Issues –**
 - a. **ICC Board Candidates –** Andy Higgins led the discussion on his ICC onboarding. Andy reported that ICC is focused on diversifying revenue sources to help in any economic downturns. Andy announced that ICC has transparency and ethics at the forefront of their minds. He then recused himself from the meeting so the board could discuss other potential ICC Board Candidates. Ray Cockerham reported that WABO has received a number of requests which will be reviewed at the WPLBO Candidates forum being held August 21-22, 2025, in SeaTac, WA. Andie Lorenz is on the ICC Nominations committee and provided explanation on the process nominees and committee members go through.

MOTION: It was moved and seconded to approve sending a support letter for Andy Higgins for ICC Board of Directors At Large position. Motion passed 11 in Favor 1 Abstention.
 - b. **2025 ICC Day of Service – PTN/WICED –** Ray Cockerham led the discussion on the ICC Day of Service and the request received from Permit Tech Nation and Women in Code Enforcement.

MOTION: It was moved and seconded to sponsor the event at the Highrise level. Motion passed unanimously.
 - c. **ABM Award Presentation –** Ray Cockerham led the discussion on what to present to outgoing ICC President David Spencer.

MOTION: It was moved and seconded to provide a voucher for a charter excursion up to \$1,200 to include charter, license, and gratuity. Motion passed unanimously.

2. WABO Business –

- a. **WSEC Plans Examiner Program Development** – Brian Smith led the discussion on the WSEC Plans Examiner Program development to date. He asked for board program feedback on the fee schedule which he will take back to the committee, the goal being to present the entire program to the membership for approval at the 2025 Fall Business Meeting.
- b. **2027 WABO Meeting Locations** – Tara Jenkins led the discussion regarding meeting locations for 2027. WABO will try to secure meetings at the following locations: Annual Business Meeting: Leavenworth, Summer Business Meeting: will be held virtually the day before the Executive Board Retreat, Fall Quarterly Business Meeting: Walla Walla.

MOTION: It was moved and seconded to approve converting the Summer Business Meeting to a virtual format and to partner with the Executive Board Retreat dates. Summer Meetings will be held virtually the day before the Executive Board Retreats. Motion passed unanimously.

- i. **2027 E-Board Retreat Location/Date** – The 2027 Retreat will try to be held at one of the following locations: Channel Lodge, Stehikin Valley Ranch, Alderbrook, Quest Nothern, or Sun Mountain Lodge (strong internet required). The available retreat dates are July 21-23, 2027 (preferred), August 4-6, 2027, or August 11-13, 2027.
- c. **E-Board Travel Policy** – Tim Woodard led a discussion on the struggles some WABO Board Members have encountered to attend the quarterly business meetings as some jurisdictions have cut travel and training budgets.

MOTION: It was moved and seconded to approve the revision to Part II Eligibility Section A1 on the WABO Travel Policy. Motion passed unanimously.

- d. **Member Polling Questions** – Ray Cockerham led a discussion on the value of feedback from the members. The Officers will draft timely survey questions (5 or less) when they approve the business meeting agendas. A member survey will also be created to submit with membership renewals. Member Polling subcommittee members are: Ray Cockerham, Andy Higgins, Tim Woodard, and Micah Chappell.
- e. **ICC ABM Board Scholarships** – Ray Cockerham requested parameters be established regarding Board Member travel to ICC Annual Business

Meetings. The Board felt Officers will have the highest priority. The Board will discuss strategically each year on who will be attending.

- f. **HB1810 Concerning Seismic Hazard Risk Reduction** – Tim Woodard informed the Board that Amanda Hertzfeld, the URM Program Manager for Seattle Department of Construction and Inspections, is seeking support of the bill. The WABO Board reviewed and supports the bill in concept and would like the government relations committee to do a deeper review for suggested edits.

MOTION: It was moved and seconded to approve supporting HB1810 in concept. Motion passed unanimously.

- g. **Strategic Planning** – Tara Jenkins presented the draft strategic plan that the subcommittee has revised to date.

MOTION: It was moved and seconded to approve the revised strategic plan as modified. Motion passed unanimously.

- h. **Management Review** – The Board of Directors held a discussion on the services provided by the management company. It was suggested to add a module in the board's orientation on staff and their responsibilities.

3. **Other Business –**

Micah Chappell led a discussion on the WABO Bookstore and the concerns of a timely Washington Custom Code. A letter will be sent to SBCC addressing our concerns and requesting a meeting to discuss any potential issues.

Micah Chappel inquired about the SBCC WUI legislation and WABO's involvement next session. Tim Woodard will meet with Marian Dacca to discuss as well as meet with the SBCC legislation to produce Washington Custom Codes.

Micah Chappell asked the board on several code scenario's that are occurring in his jurisdiction and requested interpretation feedback.

Meeting recessed at 4:00 p.m.

WABO Executive Board Meeting – August 15, 2025

Friday, August 15, 2025 at 9:00 a.m. – Meeting reconvened

Other Business (Continued) –

Ray conveyed his appreciation and thanks to the board companions and stated without their support, the WABO Board would not be as strong as it is.

Ray announced that Todd Blevins and himself will be attending the BIAW meeting.

The WSAPT Meeting is coming up and Ray Cockerham and Todd Blevins will be attending, this will be WSAPT's 30-year celebration.

Meeting adjourned at 10:00 a.m.

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