



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

Minutes

WABO Executive Board Meeting – August 22, 2024

1. Call to Order

The WABO Executive Board was called to order by President Ray Cockerham at 8:00 a.m. at the Alderbrook Resort in Union, WA.

2. Roll Call

The following officers were present:

Ray Cockerham	-	President
Todd Blevins	-	1st Vice President
Angela Haupt	-	2 nd Vice President
Andy Higgins	-	Immediate Past President

The following 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
Quyen Thai	-	Emergency Management
James Tumelson	-	Accreditation
Kurt Aldworth	-	Past President
C. Ray Allshouse	-	Past President
Trace Justice	-	Past President

The following management personnel were present:

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

3. Consent Agenda

Agenda Approval – August 22-23, 2024. Approved unanimously.

Minutes Approval – May 7, 2024. Approved unanimously.

- #### 4. President Report.
- Ray Cockerham thanked the engagement of the Technical Code Development Committee in coordinated effort with the Government Relations Committee to address pending legislation. Ray announced there was a great

turnout from the Outreach effort to get first timers to the Annual Business meeting in the spring which resulted in the largest number of scholarship recipients to a single meeting. Ray reported on his 4th year teaching experience in the Code Official Accreditation Program. Ray touched on the Strategic Plan that will be discussed later in the agenda.

Andy Higgins reported on his experience in Boston attending the Harvard Senior Executive Program as a result of being awarded the ICC Emory R Rodgers Leadership in Building Safety Fellowship.

5. **Executive Director Report** – Tara Jenkins informed the board of their updated 2024-2025 operations manual as well as other updates to the website.

6. **Business / Action Items** –

1. **ICC Issues** –

- a. **ICC Board Candidates** – Tara Jenkins reported that WABO has received a number of requests which will be reviewed at the WPLBO Candidates forum being held September 12-13, 2024 in Clark County, NV. Ray Cockerham announced that he, along with Todd Blevins, Andy Higgins, Trace Justice, Kurt Aldworth, and Gary Schenk, will be attending the WPLBO Candidates Forum.
- b. **ICC Resolution** – Ray Cockerham announced that there will be a resolution presented at the ICC Annual Business meeting regarding establishing a workgroup to look at incorporating public members into the board of directors. A discussion was held regarding the workgroup resolution proposal.

2. **WABO Business** –

- a. **WSEC Plans Examiner Program Development** – Brian Smith led the discussion on the WSEC Plans Examiner Program development to date and asked for board program feedback on next steps. Executive Board revisions will go back to the committee for review and discussion. Brian presented Lisa Rosenow, from Evergreen Technology Consulting, a proposal to draft written exam questions.

MOTION: It was moved and seconded to move forward with contracting with Evergreen Technology Consulting for the written exam questions for the WSEC Plan Examiner Certification Program, not to exceed \$30K from reserves with a completion date of January 1, 2025. Motion passed unanimously.

- b. **WABO Fall QBM Incentives** – A discussion was held on the items to giveaway at the Fall business meeting.

MOTION: It was moved and seconded to select the Carhartt & Columbia Hats, giving WABO members a choice on the registration form. Motion passed unanimously.

- c. **2026 WABO Meeting Locations** – Tara Jenkins led the discussion regarding meeting locations for 2026. WABO will try to secure meetings at the following locations: Annual Business Meeting: Leavenworth, Summer Business Meeting: Kennewick, Fall Quarterly Business Meeting: Spokane.
 - i. **2026 E-Board Retreat Location/Date** – The 2026 Retreat will be held at Hotel Bellwether, if able, and Eritage will be an alternate location. August 13-14, 2026 will be the retreat dates.
 - ii. **Retreat Team Building Experiences/Format Change** – Andy Higgins informed the board the intent of this topic was coming up with a creative teambuilding experience at the executive board retreats if they are available (possibly during the contract negotiations.)
- d. **Liaison Consultant** – Stacy Criswell provided a list of all organizations and the liaisons that are attending the meetings. Stacy will be organizing a once a quarter check in to all liaisons for report updates to provide feedback to WABO for any liaison that cannot attend the quarterly meeting and report in-person during guest reports.
- e. **Finance Resolutions** – First Citizens require a new corporate banking resolution due to a change in WABO Officers.

MOTION: It was moved and seconded to approve the new corporate resolution as presented. Motion passed unanimously.

First Citizens require a new account signature card due to a change in WABO Officers.

MOTION: It was moved and seconded to approve the new bank signature form as presented. Motion passed unanimously.

T.Rowe Price requires a new permanent resolution due to a change in WABO officers.

MOTION: It was moved and seconded to approve the new permanent resolution for T.Rowe Price as presented. Motion passed unanimously.

- f. **ACO Selection Committee** – James Tumelson led the discussion on the ACO Committee and the current makeup of the selection committee. The Board felt that the Officers should be added to the selection committee as they are actively involved in WABO meetings whereas some of the past presidents' involvement has decreased due to retirements.
- g. **Government Relations Update** – Tim Woodard provided updates on the various workgroups that have current activity: Electric Security Fence, Prescriptive Energy Code Plan set, and State Electrical Qualifications.

James Tumelson provided an update on Commerce, which has earmarked money with a legislative proviso for the Code Official Accreditation Program and WABO to work in conjunction with the State Board of Community and Technical Colleges.

- h. **Dues & Fees Increase Policy Accreditation** – Tara Jenkins presented a change to the dues and fees policy to look at a yearly increase to the accreditation fees instead of the stated every two years as the policy states. The board reviewed the request and will leave the policy as originally stated every two years.
- i. **Legacy Scholarship** – Stacy Criswell presented the Legacy Scholarship for review and discussion.

MOTION: It was moved and seconded to approve the Legacy Scholarship as modified. Motion passed unanimously.

- j. **Permit Tech Nation Donation Request** – Angela Haupt presented the Permit Tech Nation in conjunction with WICED request for funding for a planned beautification project at this year's 2024 ICC location.

MOTION: It was moved and seconded to donate \$1,000 to Permit Tech Nation to support the beautification effort. Motion passed unanimously.

- k. **Strategic Planning** – Tara Jenkins provided the Board with a recap of where the previous subcommittee left off in their review. Todd Blevins provided a high-level overview of the direction that the subcommittee wanted to go. Angela Haupt will continue to work with the subcommittee to refine the strategic plan and do a high-level review.

I. **Management Review** – The Board of Directors held a discussion on the services provided by the management company.

3. Other Business –

Micah Chappell informed the Board that an ICC Board of Director was removed from the Board due to illegal activities and that President Stuart was appointed as a replacement from Tampa. A bylaw change will be presented at the ABM to provide clear process to future boards.

Micah Chappell informed the Board to be aware of the new Accessibility requirements and time requirements for jurisdictions to meet on new documents. He encouraged them to update existing documents and make them accessible.

Micah Chappell brought up the topic of Jon Siu's involvement on the ASCE 7 Structural Loading Subcommittee and discussed compensation for his time. The Officers will follow up with Jon and provide a decision.

Micah Chappell asked Tim Woodard if he or Marian Dacca are attending the SBCC Legislative Committee Meetings. Tim will find out the meeting times and start attending.

Micah Chappell inquired about the IWUIC code changes and what WABO's involvement will be next session.

Micha Chappell informed the Board on ESSB6291 and the language that will affect the TAG Process. He will draft language for review that WABO can put forward for a bill sponsor next session that will include the SBCC to produce the WA State Codes.

Meeting recessed at 4:50 p.m.

WABO Executive Board Meeting – August 23, 2024

Friday, August 23, 2024 at 9:40 a.m. – Meeting reconvened

Other Business (Continued) –

Ray announced WPLBO is coming up.

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

The WSAPT Meeting is coming up and Ray Cockerham and Stacy Criswell will be attending, this will be WSAPT's 25-year celebration.

Ray thanked Micah in advance for coordinating the individuals that will be attending the ICC code hearings.

Brian Smith announced the SWWICC will be holding training seminars prior to the WABO Fall Business Meeting. These seminars will be held in-person at the Heathman Lodge.

Meeting adjourned at 9:55 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.