



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

## Minutes

### WABO Executive Board Meeting – May 17, 2019

#### 1. Call to Order

The WABO Executive Board was called to order by President Ray Allshouse at 10:05 a.m. at the City of Shoreline, WA.

#### 2. Roll Call

The following officers were present:

C. Ray Allshouse	-	President
Kurt Aldworth	-	1st Vice President
Lee Kranz	-	2 <sup>nd</sup> Vice President
Tom Phillips	-	Immediate Past President

The following Directors were present:

Brian Smith	-	Certification & Registration
Micah Chappell	-	Technical Code Development
Tim Woodard	-	Government Relations
Angela Haupt	-	Finance
Todd Blevins	-	Outreach
Ray Cockerham	-	Emergency Management
Andy Higgins	-	Accreditation
Jon Siu	-	Past President*
Gary Schenk	-	Past President

The following Directors were absent:

Rick Prosser	-	Education
Trace Justice	-	Past President

\* *Non-voting member*

The following management personnel were present:

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

**3. Consent Agenda**

Agenda Approval – May 17, 2019. Approved unanimously as amended.  
Minutes Approval – February 28, 2019. Approved unanimously as amended.

- 4. Report from the President.** President Ray Allshouse recognized Micah Chappell’s continued efforts on getting involvement from the eastside of the state with the Technical Code Development committee. Ray also recognized Tim Woodard and his efforts with working with Amy Brackenbury on the legislative initiatives. Ray announced that Brian Smith had setup a conference call with ICC regarding written exam testing through Pronto and C & R Committee is pursuing a mass timber certification. Ray provided a friendly reminder to the Board members to turn in their leadership forms to continue serving on the Board.

**5. Business/Action Items**

**1. ICC Issues**

- a. **Safety 2.R** – Gary Schenk announced that Region II is aware that WABO will support a couple of individuals from WA State in the Safety 2.R program. He encouraged Board members to reach out to individuals that meet the parameters to apply to Region II.

**2. WABO Business**

- a. **Website Linking Policy** – Tom Phillips presented the website linking policy with the edits that were suggested at the last E-Board meeting.

**MOTION: It was moved and seconded to approve the website linking policy as modified. Motion passed unanimously.**

- b. **Expanding Electronic Permitting** – Kurt Aldworth provided an update on the discussions held at the last MyBuildingPermit meeting. A discussion was held regarding the benefits of the electronic permitting process and what type of outreach WABO can provide.

**MOTION: It was moved and seconded to setup a conference call with Tyler Running Deer from MyBuildingPermit to explore what type of help is needed. Motion passed unanimously.**

- c. **ABM Awards, Prizes, Elections, ICC BOD** – A discussion was held on award recipients for 2019. The following were approved:

- Code Official of the Year – Shane Nilles, City of Cheney
- Associate of the Year – Hoyt Jeter, Clarity Consultants
- Jurisdictional Outreach – City of Blaine

- Education Award – Code Official Accreditation Program – Instructors & Students from inaugural program

A discussion was held on banquet prizes for the 2019 ABM.

**MOTION: It was moved and seconded to have the WABO Administrative office select yearly ABM prizes not to exceed \$1,000. Motion passed unanimously.**

A reminder that elections will be held at the next annual business meeting.

Tara Jenkins confirmed that ICC President Bryant and Director David Spencer will be in attendance at the 2019 ABM. WABO has tentative confirmation that ICC Past President Elbettar will be in attendance

- d. **Jim Tinner Retirement Gift** – A discussion was held regarding Jim Tinner’s retirement.

**MOTION: It was moved and seconded to give a Sportsman’s Warehouse gift card in the amount of \$500 to Jim Tinner as a retirement gift. Motion passed unanimously.**

- e. **ASTM E36 Committee Rep** – WABO Technical Consultant Jay Ponce gave an overview of the ASTM E36 and E36.70 Subcommittee.

**MOTION: It was moved and seconded to have Jay Ponce remain on the ASTM Committee and attend the two meetings a year, with a report provided to the Board after each meeting. Actual travel expenses and membership fee will be reimbursed. Motion passed unanimously.**

- f. **ICC ABM Scholarships** – Kurt Aldworth led the discussion regarding Board members attending ICC’s Annual Business Meeting. The Board will continue to allow Board members to attend ICC’s ABM.

- g. **WABO +1’s Budget** – Tara Jenkins asked the Board for guidance on the WABO +1’s budget amount for the giveaways for the companions. The Board would like the same incentives given to the companions attending unless the incentive is not appropriate in which case the companions can have the same budget amount of the incentive.

- h. **Appointments to New Legislative Committees** – A discussion was held regarding appointments to the workgroups created from passed legislation on SSB 5106 (work group on natural disaster and resiliency

activities) and SB5795 (work group for safeguards for consumers who engage contractors). Appointments will be:

- SSB 5106 – Jon Siu with Ray Cockerham as alternate
- SB5795 – Lee Kranz and Gary Schenk

- i. **SB5795 Work Group Focus** – Lee Kranz provided an overview of the passed legislation and discussed workgroup focus for the upcoming meeting that will convene in August 2019.
- j. **WA State Military Dept/EMD Council Alternate** – Ray Cockerham provided the expectations required of the representative sitting on the EMD Council. WABO still needs a volunteer as a backup for the committee.
- k. **Ad Hoc Reserve Committee** – Tom Phillips announced the Ad Hoc Reserve committee meeting held their first meeting and highlighted some ideas that were discussed. The Ad Hoc Reserve will be added to the next Executive Board Agenda for further discussion.
- l. **Electrical Inspector Training Recognition** – Ray Allshouse led the discussion regarding John Brickey’s request to recognize the electrical training that has been provided by the Chief Electrical Inspector for the State. Tom Phillips will draft a letter of appreciation to Chief Electrical Inspector Steve Thornton.
- m. **Project Impact** – Gary Schenk announced that the Project Impact documents were last updated 13 years ago.

**MOTION: It was moved and seconded to establish scoping for Project Impact with Kaveh Aminian not to exceed 10K pulled from reserves. Motion passed unanimously.**

- n. **Program Fee Schedules** – Tara Jenkins presented the fee schedules for Board review.

**MOTION: It was moved and seconded to increase quarterly meeting registration fees to \$65 and ABM registration fees to \$105 for members and \$120 for non-members effective July 1, 2019. Motion passed unanimously.**

- o. **WABO ICC A117.1 Appointment** – Ray Allshouse announced that Kermit Robinson from ICC has reviewed the process on how to complete updates and has requested a new appointment. Ray Allshouse will update the appointment when the appropriate time comes.

- p. **OBOA Annual Business Meeting** – Ray Allshouse led the discussion on the OBOA invitation to their Annual Business Meeting.

**MOTION: It was moved and seconded to have Ray Allshouse and Kurt Aldworth attend on WABO's behalf. Motion passed unanimously.**

q. **Other Business** –

- a. Tara Jenkins announced that Tom Phillips retirement party will be held on June 20<sup>th</sup> at Kirkland City Hall and a after work event will be held at the Airfield Winery.
- b. Tom Phillips stated that Labor & Industries has a consumer page on how to hire a contractor that would be a good resource on our website.

Meeting adjourned at 2:05 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.*