



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

## Minutes

### WABO Executive Board Meeting – May 19, 2021

#### 1. Call to Order

The WABO Executive Board was called to order by President Kurt Aldworth at 12:05 p.m. via Zoom Conferencing.

#### 2. Roll Call

The following officers were present:

Kurt Aldworth	-	President
Lee Kranz	-	1st Vice President
Andy Higgins	-	2 <sup>nd</sup> Vice President
C. Ray Allshouse	-	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	-	Education
Stacy Criswell	-	Outreach
Ray Cockerham	-	Emergency Management
James Tumelson	-	Accreditation
Tom Phillips	-	Past President
Trace Justice	-	Past President
Gary Schenk	-	Past President

The following management personnel were present:

Tara Jenkins	-	Executive Director
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#### 3. Consent Agenda

Agenda Approval – May 19, 2021. Approved unanimously.

Minutes Approval – March 3, 2021. Approved unanimously as modified.

#### 4. President Report. President Kurt Aldworth reported on the Spring meeting and reminded the Board to turn in their leadership nomination forms.

Lee Kranz provided an update on a meeting he had with Tara Jenkins and Stoyan Bumbalov from the SBCC on scheduling efficiencies and consolidated codes.

**5. Business / Action Items –**

**1. ICC Issues –**

**a. ICC Candidate Support –** A discussion was held regarding ICC Board Candidates and WPLBO Candidates Forum.

**MOTION: It was moved and seconded that WABO endorse David Spencer for reelection to the ICC Board of Directors. Motion passed unanimously.**

**MOTION: It was moved and seconded that David Spencer can utilize reserve funds allocated for WABO ICC Board Candidates for campaigning expenses. Motion passed unanimously.**

**MOTION: It was moved and seconded that David Spencer be informed that the Board fully supports this campaign and his future campaign endeavors. Motion passed unanimously.**

**b. ICC ABM Attendance –** A discussion was held on the Board members that are going to attend the 2021 ICC ABM being held in Pittsburgh, PA.

**2. WABO Business –**

**a. Logo Use Policy –** Tara Jenkins presented the draft logo use policy.

**MOTION: It was moved and seconded to approve the logo use policy as written. Motion passed unanimously.**

**b. ABM –**

**i. Virtual – In-Person –** A discussion was held on the Annual Business Meeting Format.

**MOTION: It was moved and seconded to hold the 2021 Annual Business meeting in-person with no virtual component. Motion passed unanimously.**

**ii. Giveaway –**The Board requested this agenda item be discussed and decided via e-mail.

**iii. Awards** - A discussion was held on the amazing efforts that jurisdictional staff shown in their efforts to work through the pandemic.

**MOTION: It was moved and seconded to send a support letter to jurisdictions recognizing building inspectors, permit technicians and plans examiners. Motion passed unanimously.**

The WABO Board will meet in June to discuss Award nominations received to finalize the recipients for the 2021 ABM.

**iv. Elections** - Tara Jenkins reminded board members to submit their leadership nomination forms for the 2021/2022 elections.

**v. ICC BOD** - Tara Jenkins reported that an official request for President Wheeler and Director Spencer was submitted to ICC. ICC will confirm attendance closer to July 2021.

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

**MOTION: It was moved and seconded to approve proposed Steel Fabricator Registration Program Fee schedule. Motion passed unanimously.**

**MOTION: It was moved and seconded to approve proposed Welder Program Fee schedule. Motion passed unanimously.**

**d. Online Voting Procedures** – Kurt Aldworth led the discussion on guidelines when issues arise in between meetings that the President is seeking input from the Board. The President will ask for a motion if they are seeking a vote on the issue.

**e. Monetary / Support (Memorial/Illness) Policy** – Tara Jenkins presented the comments received from the membership regarding the Monetary / Support (Memorial/Illness) Policy. The Board requested the policy be revised based on comments and the draft e-mailed for further review.

**f. Building Official Handbook** – Tom Phillips reported a publication needs to be drafted that explains what a building official can do that can be distributed to city officials, mayors, builders, and other industries. Stacy Criswell feels this is a great Outreach project and will take the lead and Ray Cockerham will help develop.

**g. Energy Code Task Force** – Kurt Aldworth announced he wants to create an energy code task force and is seeking a board member to head the group.

**h. Bylaws** – Andy Higgins presented a bylaw issue regarding honorary member voting rights. Immediate past president, Ray Allshouse, is tasked with preparing proposed bylaw amendments and will work with Andy Higgins, and Trace Justice to draft language to present at the next quarterly business meeting.

**i. TCD Consultant Hours** – Micah Chappell has reported to the Board that the TCD Technical Consultant has used all the budgeted hours and requested an additional 150 hours for FY 20/21. Tara Jenkins reported that the TCD Consultant did not want this request made to the Board. The Board will work with the Finance Committee to adequately reflect actual consulting hours in the next proposed budget now that there is a baseline established.

**j. MRSC liaison** – Tom Phillips reported that he spoke with Steve Butler at MRSC and they would like to formalize the relationship and create a liaison. MRSC is seeking an individual that could write a quarterly blog and occasionally assist with webinar selections. Stacy Criswell will reach out to Tom Phillips to discuss the liaison opportunities.

**k. WABO Swag** – Andy Higgins requested the bookstore offer WABO swag. The discussion was tabled.

**I. Other Business** – None.

Meeting adjourned at 4:25 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.*