



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

## Minutes

### WABO Executive Board Meeting – November 16, 2018

#### 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

The following officers were absent:

Tom Phillips	-	Immediate Past President
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The following Directors were present:

Brian Smith	-	Certification & Registration
Micah Chappell	-	Technical Code Development
Tim Woodard	-	Government Relations
Angela Haupt	-	Finance
Andy Higgins	-	Accreditation (teleconference)
Trace Justice	-	Past President
Gary Schenk	-	Past President
Jim Tinner	-	State Building Code Council

The following Directors were absent:

Rick Prosser	-	Education
Todd Blevins	-	Outreach
Ray Cockerham	-	Emergency Management
Jon Siu	-	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 – November 16, 2018. Approved unanimously as amended.  
Minutes Approval – August 9-10, 2018. Approved unanimously.

- 4. Report from the President.** President Ray Allshouse asked for a moment of silence for the 66 lives lost in the northern CA wildfires. Ray stated that codes cannot be written to respond to fires of that magnitude and we need legislation to improve volunteer help. Ray announced that WABO formally received a Chapter Merit Award at the Richmond, VA International Code Council ABM. The award was a direct effort from the board, management company and committee chairs. Ray informed the Board that he has reviewed the management contract again and will sign by the end of November 2018. Ray shared that ICC cdpAccess Group A voting will open on November 19, 2018. Ray announced that he has contacted Diane Glenn from BIAW to setup a meeting to discuss issues that both organizations can find common ground on. Ray will also contact Association of Washington Cities and Association of Washington Counties.

**5. Business/Action Items**

**1. ICC Issues**

Ray informed the membership that ICC has a chapter rewards program application that will provide funding support to help members attend the ABM's and WABO intends to apply. Ray also mentioned WABO's Technical Code Committee and IABO have scholarship opportunities to attend code development meetings.

Jim Tinner announced that another opportunity for travel expense reimbursement to attend the ICC ABM is through council appointments. Many council appointment opportunities are coming up and encourage the board to apply.

Gary Schenk announced that he spoke to the ICC Board and FEMA representatives at the ICC ABM to see if they are able to provide support for a local issue.

Lee Kranz provided an update on the 2020 WA State Custom Codes and stated that he has met with Code Publishing to provide possible support.

Micah Chappell informed the board that ICC Group B proposals are due by January 7, 2019.

**2. WABO Business**

**a. Strategic Planning –**

- i. **Contractor Accountability Initiative** – Lee Kranz updated the Board on the Contractor Accountability Initiative subcommittee meeting that was held on October 31, 2018.

The committee will be working on a report to substantiate the need and Amy Brackenbury will provide information on building coalitions.

- ii. Checklist, Tip-Sheets Subcommittee – Lee Kranz led the discussion regarding the memberships request for tip-sheets and checklists for jurisdictional use. MyBuildingPermit (MBP) already has an established committee. Kurt Aldworth & Brian Smith will talk to Gregg Schrader and MBP about collaboration.

- b. **2020 Meeting Locations** – Tara Jenkins reported that the previous 2020 meeting locations selected for the Annual Business Meeting and Fall Business meeting will not be able to facilitate our group.

**MOTION: It was moved and seconded to switch the 2020 Annual Business meeting location to Bremerton and the 2020 Fall meeting to Spokane. Motion passed unanimously.**

- c. **Proposed Legislation** – Tim Woodard informed the Board that Tom Phillips will be proposing an electrical code bill. Tim will send a copy of the proposed legislation to the Board for review and will follow-up with Amy Brackenbury regarding the legislation.
- d. **ANAB Approval** – Tara Jenkins presented the Board with recommendations from WABO Technical Consultants to accept ANAB as an acceptable accrediting body in the SIRP Standard 1701.

**MOTION: It was moved and seconded to accept ANAB as an acceptable accrediting body in WABO Standard 1701 contingent upon approval of individual assessors and the provision that a WABO Technical Consultant witness their first lab assessment. Motion passed unanimously.**

- e. **AEI South Sound Jurisdictions** – Trace Justice led the discussion that a South Sound jurisdiction has notified the WABO office that they do not intend to participate in the 2019 Annual Education Institute because they do not want to drive through Seattle to get to Lynnwood. The Board discussed the many concerns that caused WABO to change venue locations and will see the response from the membership as a whole. Other ICC chapters provide training and WABO's education committee can discuss additional seminars if requested. 2019 AEI will be marketed to WPLBO and Region II.
- f. **Chapter Leadership Manual** – Lee Kranz provided an overview of the ICC Chapter Leader Manual and highlighted Chapter 5 and Chapter 6.

- g. Social Media** – Brian Smith announced the SIRP Advisory Board has established a marketing subcommittee to educate jurisdictions and reviewers on the value of the WABO SIRP Program. The SIRP Board will reach out via social media (Instagram and Twitter) to promote the weld and fabricator program.
- h. Website Policy** - Tara Jenkins led the discussion based on comments received from Tom Phillips. Tom felt WABO should have a website linking policy; the Board established a subcommittee with Tom as the chair. The subcommittee is tasked with establishing a draft policy for review. Tom expressed interest in the WABO website being mobile friendly, Tara will look into options and present back to the Board. Tom wanted clarification on what information should be hidden on the website and suggested to remove the restriction on the agenda and minute page of the website to provide more transparency. Brian Smith requested the WABO newsletter be shared via LinkedIn, the Board agreed with that request. Tom asked the Board if they wanted to re-establish Facebook, the Board held a discussion and opted not to re-establish.
- i. Document Seal Requirements** - Jim Tinner led the discussion regarding document seal requirements and legal responsibility. Lee Kranz informed the board that the Department of Licensing is changing regulations to be more aligned with the architects.
- j. Safety 2.R** - Gary Schenk is on the WABO Reserves subcommittee and discussed the possibility of providing funds to Region II to help the 2.R mentorship program. Gary will submit a proposal to the Executive Board for review.
- k. SBCC Mass Timber** - Jim Tinner announced that the SBCC will be voting on November 30, 2018 on Mass Timber. If approved July 1, 2019 retroactive changes to the 2015 code will go into effect.
- l. Other Business** –

  - a. Gary Schenk announced that OBOA is back in WPLBO.

Meeting adjourned at 1:25 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.*