



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

## Minutes

### WABO Executive Board Meeting – November 18, 2019

#### 1. Call to Order

The WABO Executive Board was called to order by President Ray Allshouse at 10:00 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 (via teleconference)
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
Angela Haupt	-	Finance
Ray Cockerham	-	Emergency Management
Andy Higgins	-	Accreditation
Jon Siu	-	Past President*
Trace Justice	-	Past President
Gary Schenk	-	Past President

The following Directors were absent:

Tim Woodard	-	Government Relations
Todd Blevins	-	Education
Stacy Criswell	-	Outreach

\* Non-voting member

The following management personnel were present:

Tara Jenkins	-	Executive Director (via teleconference)
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#### 3. Consent Agenda

Agenda Approval – November 18, 2019. Approved unanimously.  
Minutes Approval – August 15-16, 2019. Approved unanimously.

4. **Report from the President.** President Ray Allshouse reported on the impact WABO members had at the ICC Code Hearings. Ray announced TCD is finalizing the voting guide and informed the Board that 7 scholarships were awarded. Ray notified the Board that he has been in contact with BIAW's President and is attempting to schedule a meeting to discuss areas that both organizations have a common interest in for collaboration. Ray reported that Kraig Stevenson wants to setup a meeting with stakeholders to discuss the alternate methods bill.

5. **Business/Action Items**

1. **ICC Issues**

- a. **2018 WA Custom Codes** – Lee Kranz provided an update on the 2018 WA Custom Codes. Group 1 codes should be ready for market mid-February 2020 and Group 2 by mid-April. Lee reported that timing will be an issue and mentioned extending the code adoption date for 2021 to Richard Brown at the SBCC.

2. **WABO Business**

- a. **Finance Report** – Angela Haupt announced the Finance report was the same report presented at the Fall 2019 Business meeting. Tara Jenkins reported the CPA is still reviewing WABO financial procedures and will be compiling their report.
- b. **2020 Legislative Priorities** – Tara Jenkins presented the government relations committee draft 2020 Legislatives Priorities.

**MOTION: It was moved and seconded to endorse the 2020 Legislative Priorities. Motion passed unanimously.**

- c. **2021 ABM Locations** - Tara Jenkins reported that the previous 2021 meeting location selected for the Annual Business Meeting will not be able to facilitate our group.

**MOTION: It was moved and seconded to switch the 2021 Annual Business meeting location from Tulalip to Port Angeles, WA. Motion passed unanimously.**

- d. **WABO Ad Hoc Reserves** – Tom Phillips led the discussion on the Ad Hoc Reserves committee. The Board agrees that excess money can be used on projects that are advantageous to the organization along as it agrees with the finance policy. Committee chairs will be encouraged to provide project proposals to the Board for consideration. Tom Phillips requested the Board review Bylaws and provide suggested changes for review.

**i. Finance Investment Policy** - Tom Phillips asked the Board (which makes up the finance committee) to review the Finance policy to see if the Board would like to update or revise.

**Motion: It was moved and seconded to maintain a minimum six-month operating reserve in the fund balance surplus continuing the 60/40 split. Motion passed unanimously.**

**Motion: It was moved and seconded to add the following language to the investment policy: 4) Any excess funds not already dedicated may be used by the Board to promote WABO's interest. Motion passed unanimously.**

**e. Emergency Responder Liability** – Ray Cockerham provided the Board an update on the liability regarding the felony question on the Emergency Responder application.

**Motion: It was moved and seconded to remove the felony question on the emergency responder application. Motion passed unanimously.**

**f. Electrical Board Liaison** – Ray Allshouse led the discussion regarding a new appointment for the Electrical Board Liaison when John Brickey's term expires July 2020. The Board felt James Tumelson from the City of Kirkland would be a good candidate and Ray will research the process for the Governor's appointment.

**g. Washington Disaster Resiliency Workgroup** – Jon Siu provided an overview of the WA Disaster Resiliency Workgroup that himself and Ray Cockerham have been appointed to. The group is working on recommendations regarding creating a disaster resilience office and the activities the resilience office should engage in. Jon Siu asked for Board recommendations on what activities they would like proposed.

**h. Other -**

**a. 2020 Legislation** – Jon Siu presented a C-Pacer bill that will be introduced in 2020 that provides a financing mechanism for seismic retrofits that is attached to the property and not the individual.

**Motion: It was moved and seconded to have the Government Relations Committee and WABO Lobbyist start supporting this bill at the state. Motion passed unanimously.**

**Motion: It was moved and seconded to inform bill sponsor (Shift Zero) that WABO would like to be listed as supporters for the seismic resilience projects listed in the 2020 legislation. Motion passed unanimously.**

- b. Project Impact Scoping** – Jon Siu reported that the Project Impact Scoping committee has held two meetings. Kaveh Aminian is finalizing report and calculating cost.
- c. Energy Code** – Micah Chappell asked the board if WABO wants to provide direction to TCD regarding the Energy Code. WABO could have a voice at the state level.
- d. Outreach** – Micah Chappell asked for an update on outreach efforts to jurisdictions. Stacy Criswell has already distributed an outreach letter to building officials and is in the process of drafting a letter to directors. The draft letter will be presented to the board for review and distribution.
- e. WA State Association of Permit Technicians** - Brian Smith announced that the WA State Association of Permit Technicians asked for 3 sets of code books (IBC, IZC, Legal Aspects, and Basic Code Enforcement) for their lending library.

**Motion: It was moved and seconded to provide 3 sets of code books to WSAPT for the purpose of assisting permit technicians taking their exam. Motion passed unanimously.**

- f. Workgroup 5795** – Lee Kranz provided an overview of Workgroup 5795 and the various topics introduced. Currently, being a Labor and Industry registered contractors does not necessarily mean contractors are qualified.

Meeting adjourned at 1:45 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.*