



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

## Minutes

### WABO Executive Board Meeting – May 19, 2017

#### 1. Call to Order

The WABO Executive Board was called to order by President Tom Phillips at 10:05 a.m. at City of Kirkland, WA.

#### 2. Roll Call

The following officers were present:

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

The following Directors were present:

Lee Kranz	-	Technical Code Development
Pete Rambow	-	Certification & Registration
David Spencer	-	Government Relations
Ray Cockerham	-	Emergency Management
Tim Nordtvedt	-	Finance
Todd Blevins	-	Outreach
Trace Justice	-	Past President
Gary Schenk	-	Past President
Andy Higgins	-	Accreditation
Jim Tinner	-	State Building Code Council

The following Directors were absent:

Steve Hart	-	Education
------------	---	-----------

The following management personnel were present:

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

#### 3. Consent Agenda

Agenda Approval – May 19, 2017. Approved as amended.  
Minutes Approval – February 21, 2017. Approved.

4. **Report from the President.** President Phillips reported that he attended his first International Accreditation Service (IAS) Committee Meeting held in Brea, CA on April 25, 2017. Chuck Ramani, Founder – President, will be retiring March 2018, a successor has not been named. No discussion was held on IAS and WABO collaborating on the Steel Fabrication program.

5. **Business /Action Items**

1. **ICC Issues**

- a. **ICC Dignitaries Visit** – Tom led the discussion regarding ICC leadership visiting the Pacific Northwest July 18 – 20, 2017. The ICC leadership will be in Seattle on July 20, 2017. Kraig Stevenson is coordinating the trip with WABO, WA Association of Permit Technicians (WSAPT), and WA State Association of Fire Marshals (WSAFM). The dignitaries visit will include a tour, a round table discussion and a Mariner’s game.
- b. **ICC Board Actions/Concerns** – Gary Schenk updated the Board regarding the correspondence received on March 16, 2017 from ICC President Garriss responding to WABO’s letter on March 6, 2017. A second letter was sent on April 18, 2017 asking for clarification on several issues that were not clearly addressed.
- c. **ICC Resolution** – Two draft ICC Resolutions were presented to the Board for review. The two versions include the same message; the second bulleted version is more condensed and clearer on message. Gary Schenk explained the purpose of the Resolution is to increase transparency at ICC and make available meeting agendas, meeting minutes and have meetings completely open to interested parties. The Resolution will be submitted with a cover letter explaining our intent and submitted to Will Coffman and the ICC Board no later than June 9, 2017. It was suggested to send our Resolution to Chapter Presidents prior to the ICC Annual Business Meeting and be available to answer questions.

**MOTION: It was moved and seconded to approve the bulleted version of the ICC Resolution as amended by discussion. The amended version will be finalized by a subcommittee consisting of WABO Officers and Gary Schenk for submission to ICC. Motion passed.**

The Board held a discussion regarding how WABO’s agendas and minutes are kept.

**MOTION: It was moved and seconded to post approved minutes to members only on the WABO website. Motion passed.**

**MOTION: It was moved and seconded to post draft Quarterly Business Meeting and Executive Board Meeting agendas on the WABO website. Quarterly Meetings will be available to the public and the Executive Board will be available to members only. The draft agenda will be posted as soon as created and updated when revisions occur. Motion passed.**

## **2. WABO Business**

**a. ABM Awards, Prizes & Incentives** - A discussion was held on award recipients for 2017. The following were approved:

- Code Official of the Year – Mary Kate McGee, City of SeaTac
- Associate of the Year – Kelly Mayo, Department of Labor & Industries
- Jurisdictional Outreach – City of Seattle
- Education Award – Brian Smith, City of Bellevue

Jon Siu and Andy Higgins recused themselves on the vote for Jurisdictional Outreach Award.

The Board directed Tara Jenkins to suggest door prize and incentive ideas to the Officers for selection.

**b. Gary Nordeen Retirement** – Gary Nordeen, WSU Energy Code Specialist, will be retiring. The 2017 Annual Business meeting will be his last meeting.

**MOTION: It was moved and seconded to obtain a plaque and gift (up to \$500) to be presented at the Annual Business Meeting. The gift will be chosen by Tom Phillips and Tara Jenkins. Motion passed.**

**c. Strategic Plan** – Kurt Aldworth asked Committee Chairs to review their programs in the Strategic Plan and e-mail any revisions they would like implemented. The Board will look at this information at the Executive Board Retreat in preparation for the Fall Meeting.

**d. WPLBO Candidate Forum** – Gary Schenk announced that WPLBO will be hosting their ICC Candidate Forum at the SeaTac Red Lion Hotel on July 21, 2017.

**e. Cross Laminated Timber** – Jim Tinner deferred to the next meeting.

- f. **Board Attendance** – Tom Phillips led the discussion regarding Board attendance. It is preferred that Board members attend meetings in person. If in-person attendance is not an option, meeting electronically is better than not attending at all. The Board was reminded that the WABO Reimbursement Policy is now in effect to offset costs.
- g. **Fall Meeting Invites** – postponed for a latter discussion.
- h. **IAS/WABO Steel Fabrication Program** – Tom Phillips attended the IAS Committee Meeting and the WABO Steel Fabrication Program was not mentioned. It is his opinion that IAS no longer wants to pursue collaboration with the two programs. The WABO Steel Fabrication registration program will remain unchanged.
- i. **Other Business** – Jim Tinner announced the job experience being required for the Managing Director position at the State Building Code Council. Internal meetings will be held to find Tim Nogler’s replacement.

Jim Tinner announced that he created a chat line in Google. Two separate groups have been created, WABO All and WABO Bldg Officials. Jim Tinner, L.G. Nelson, and Tara Jenkins all have administrative control. Lee Kranz asked for the entire Board to be invited to help test the functionality.

Meeting adjourned at 2:20 p.m.

*The Executive Director has prepared the proposed Minutes. Written documents or reports referred to in the Minutes are on file in the association office.*