

Virginia Plumbing & Mechanical Inspectors Association Board Meeting

Second Board Meeting

Louisa, Va. November 3, 2017

10:00AM-2:00PM

President Dustin McLehane opened the meeting with the Pledge of Allegiance. The meeting agenda was approved with the addition of adding our guest (ICC High school Program) to other business. A Quorum was established.

In Attendance:

Randy Pearce, Ellis McKinney, Tom Clark, Robert Adkins, Anthony McMahan, Skip Harper, Dustin McLehane, Penny Fields, Vic Hines, Jonathan Sargeant, Mike Eutsey, Chris Martin, James Anjam, Jane Kim, Randy Bowman, Gregg Fields, Cindy Davis, David Beahm

Report of Officers:

Secretary: Meeting minutes from the June BOD meeting was approved (June 23, 2017)

Treasurer: See attached report from Ellis McLehane – Overview – Checking balance-\$61,810.11/Savings-\$9,008.26

- Received \$30,000.00 from DHCD
- Sent \$25.00 to the Virginia State Corporation.
- Sent \$200.00 ICC Provider Cost (Visa)
- Robert Adkins questioned the use of the credit cards and carrying outstanding balances. The Visa cards replaced the Debit Cards for additional security from hacking the Debit card number and withdrawing funds from our account. The balances of the Visa cards are paid monthly to avoid paying interest charges.
- \$10,000.00 of the \$30,000.00 (DHCD) will be going to the 2018 ICC 2018 Planning Committee. Ellis to write James the check today.

Executive Secretary: See attached report from Chris Martin

- Dustin sent the District Directors the list of members in their districts. Please update your roster (Remove retired members/try to update member's emails/etc.)

Ex-Officio Committees:

ICC: See attached report from Cindy Davis

ICC Region VII: No report

- Next meeting for Region VII is in January 18 & 19, 2018

DHCD: See attached report from Cindy Davis

- Attached to report is the copy of the Building Safety Month Essay Winner, Meghan Chudasamma

DPOR: No report

Standing Committees:

Advertising/Yearbook: See Attached report

Auditing: No report

Bylaws: No report

Awards: No report

Certification/Education: See attached report from Skip Harper

IT/Website: See attached report from Skip Harper

Nominating: No report

Legislative: See attached report from Ron Clements

PMG Code Change Committee: No Reports

- Discussion of the 2018 Code Books for the upcoming 2021 Code Changes. How many books do we need? DHCD will provide the books. Need to order books for VBCOA too.
 - a) IRC –3?
 - b) IMC – 3?
 - c) IPC – 3?
 - d) IFGC - 3?
- ICC sent out 2018 Committee member names – If you sent in an application you should be getting notification soon
- Working with DHCD on the 2015 Code Update classes – Mandatory Training for DHCD certification holders

School of Instruction – Natural Bridge Location (April 4,5 & 6, 2018)

Time and Place: There was a discussion about members were interested in returning to Graves for summer meeting

Ad Hoc Committees:

BCAAC: No Report/haven't had any recent meetings

Building Safety Month:

VCEC: Conference was a success.

- Thanks to DHCD for their help in funding the event

VBCOA Liaison: See attached report from Skip Harper

- Gregg Fields- New Building Officials Tool Kit. Voters Valuation (ICC) opens up in January 2018. 2018 ICC Conference information – Tour of Virginia committee. Looking for VBCOA and VPMIA for help on the committee. Veterans program. Kris Bridges attended a meeting during the Ohio ICC Convention. New program to help the veterans and their families. VBCOA is looking to partner with VPMIA on this program. Similar to the High School Program. Adhoc Committee is called Military Families (?)
- **Motion Approved to partner with VBCOA on this program**

Old Business

2018 SOI Rate Increase:

- Proposed new fee discussion...Current fee is \$150.00. VBCOA's fee for their conference is approximately \$180.00 - \$185.000. Our goal is to break even on the conference. Over the past years, VPMIA has lost money in providing this conference to our members. Price hasn't been raised in a long time. The cost of putting this type of conference on has been increasing over the years. I.e... food cost. Review cost again after the 2018 SOI Conference.
- **Motion Approved to raise the cost to \$175.00**

New Business:

No New Business

Other Business:

Governors Housing Conference:

- November 15 – 17, 2017 Norfolk, Virginia.
- Skip will be attending on the behalf of VPMIA
- In the future, the President should attend this conference
- VPMIA should cover the cost of the President attending
- Discussion on Speaking at the conference in the future – Discuss again after the SOI Conference. Partner with VBCOA and other associations on fee's associated with speaking at the conference

High School Technical Program:

Guest: Carpentry Teacher from Orange County School

- David Beahm led the discussion on the program.
- Bob Adkins will be the liaison between Orange County School and VPMIA.
- VPMIA will sponsor the school
 - \$150.00 Cost of program
 - \$45.00 Handbook cost (New cost)
 - \$50.00 Per book per student
 - Approx. cost is about \$2000.00
 - Basically, the first year is free to the school
 - Teacher to go back to the school for further discussion and approval
- **Motion _____ to cover the cost of the Handbook – Previous Motion was approved to sponsor a school. ?????? There was a discussion for a Motion to cover the Handbook in the beginning, but it was never voted on after the discussion???????**

VPMIA

TREASURER'S REORT

Dated: 11//02/2017

Current Balances: (as of 11/2/2017)

BB&T Accounts

Checking Acct. 6736 - \$ 9,008.26

Checking Acct. 7210- \$61,810.11

Total \$70,818.37

Visa Card 0907 \$ 964.71 balance outstanding

Available Credit \$4,035.29

Visa Card 2593 \$ 624.83 balance outstanding

Available Credit \$ 4,375.17

Total balance due \$ 1,589.54 (both Visa Cards)

Next Visa Card payments due on or before 11/20/2017

A payment total of \$30,000 was received from Virginia DHCD, and deposited into checking account (7210).

Charge of \$ 147.00 was charged to Visa Card 0907 for US Postal Stamps for mailings to membership.

Check for payment of \$25.00 to State Corporation Commission

Credit Card payment of \$ 200.00 to ICC Preferred Provider

This report includes the most current status of all accounts of VPMIA

Ellis McKinney

VPMIA Treasurer



Small Business Online Banking

Accounts Overview

Checking and Savings Accounts

Account Name	Account Type	Account #	Interest Paid (YTD)	Interest Rate	Balance	As of	Next Renewal Date
Checking 6736	Checking	6736	\$2.19	0.020 %	\$9,008.26	11/2/17	N/A
Checking 7210	Checking	7210	N/A	N/A	\$61,810.11	11/2/17	N/A
Total					\$70,818.37		

Credit Card and Loan Accounts

Account Name	Account Type	Account #	Balance	As of
Visa Card 0907	Visa Card	0907	\$964.71	11/2/17
Visa Card 2593	Visa Card	2593	\$624.83	11/2/17
Total			\$1,589.54	

Upcoming Payments

From	To	Amount	Next Date	Frequency	# Remaining
Start using Online Bill Pay..					

Upcoming Transfers

From	To	Amount	Next Date	Frequency	# Remaining
You currently have no transfers scheduled.					

CHRISTOPHER MARTIN
 VIRGINIA PLUMBING & MECHA
 Account Number: #### #### #### 0907
 Page 1 of 3

VISA CARD #0907

Visa Signature® Business

Account Summary

Billing Cycle		10/25/2017
Days In Billing Cycle		30
Previous Balance	\$	0.00
Purchases	+	147.00
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	0.00
Other Charges	+	0.00
Finance Charges	+	0.00

NEW BALANCE \$ 147.00

Credit Summary

Total Credit Line	\$	5,000.00
Available Credit Line		\$4,853.00
Available Cash		\$0.00
Amount Over Credit Line		0.00
Amount Past Due		0.00
Disputed Amount		0.00

Account Inquiries

-  Call us at: 1.800.397.1253
-  Go to www.BBT.com
-  Write us at PO BOX 698, WILSON, NC 27894-0698

Payment Summary

NEW BALANCE	\$147.00
MINIMUM PAYMENT	\$20.00
PAYMENT DUE DATE	11/20/2017

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/28	09/29	PPLN01	24445007272000451509433	USPS PO 5103080133 ARLINGTON VA	\$ 147.00

Additional Information About Your Account

USE YOUR BB&T VISA BUSINESS CREDIT CARD TO BOOK ALL YOUR TRAVEL NEEDS AND ENJOY THE MANY TRAVEL-RELATED BENEFITS THAT COME WITH YOUR CARD, SUCH AS TRAVEL AND EMERGENCY ASSISTANCE SERVICES, AUTO RENTAL COLLISION DAMAGE WAIVER AND TRAVEL ACCIDENT INSURANCE. TO LEARN MORE, REFER TO YOUR VISA GUIDE TO BENEFITS AT BBT.COM/BUSINESS.

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW 5 DAYS FOR MAIL DELIVERY 5705 5488

BB&T
 PO BOX 200
 WILSON NC 27894-0200

40460111973609070000147000000020002

Account Number #### #### #### 0907

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
10/25/17	\$147.00	\$20.00	11/20/17

\$

AMOUNT OF PAYMENT ENCLOSED

CHRISTOPHER MARTIN
 VIRGINIA PLUMBING & MECHA
 2501 S WALTER REED DR UNIT B
 ARLINGTON VA 22206-1205



MAKE CHECK PAYABLE TO:

BB&T
 PO BOX 580340
 CHARLOTTE NC 28258-0340

2609071001525011118404601119736

BILLING RIGHTS SUMMARY**In Case of Errors or Questions About Your Bill**

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us on a separate sheet of paper at the address listed under "Account Inquiries" on the front of this statement, as soon as possible. We must hear from you no later than 60 days after we sent you the first bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights.

In your letter, give us the following information:

Your name and account number.

The dollar amount of the suspected error.

Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

Special Rule For Credit Card Purchases

If you have a problem with the quality of goods or services that you purchased with a credit card, and you have tried in good faith to correct the problem with the merchant, you may not have to pay the remaining amount due on the goods or services. You have this protection only when the purchase price was more than \$50 and the purchase was made in your home state or within 100 miles of your mailing address. (If we own or operate the merchant, or if we mailed you the advertisement for the property or services, all purchases are covered regardless of amount or location of purchase.)

LIABILITY FOR UNAUTHORIZED USE OF CREDIT CARD

You may be liable for unauthorized use of your credit card. You will not be liable for unauthorized use that occurs after you notify the bank named on the face of this statement at the address shown in the upper right corner in the box headed "Account Inquiries", verbally or in writing, of the loss, theft, or possible unauthorized use. In any case, you are not liable for unauthorized use except in the case of a Business Credit Card account for which 10 or more cards are issued, in which case the Business Organization is liable for unauthorized use as provided in the applicable cardholder agreement.

SHARING OF INFORMATION WITH AFFILIATES DISCLOSURE

Applicable law permits us to share information with third parties about our credit and account history with you. Applicable law also permits us to share additional information about you and your accounts with companies related to BB&T by common ownership or control ("affiliates").

We provide this additional information to our affiliates so that you may receive special offers and promotions from our affiliates. You may request that we not furnish this additional information (Other than credit and account history) to our affiliates by writing to Branch Banking and Trust Company, Client Services Administration P.O. Box 1847, Wilson, North Carolina 27694-1847. Please include your name, address, telephone number, account number (if known), and social security (tax identification) number. Due to marketing programs already in progress, please allow a reasonable period of time for your request to take effect. In order for us to communicate important loan or deposit account information, we will continue to notify you through occasional statement inserts or other customer service mailings. Please be aware that state and federal laws impose certain mandatory disclosures of customer information by financial institutions. We must comply with laws that require mandatory production or disclosure.

PAYMENT IN FULL DISCLOSURE

The Bank will not be obligated to accept any check, money order, or other payment instrument marked "payment in full" delivered on any disputed account, loan balance, fee, or expense owed, and the Bank expressly reserves the right to reject all such payment instruments. All communications concerning any disputed amounts owed, including without limitation any payment instrument tendered in good faith as full satisfaction of the amount owed, must be sent to the address listed under "Account Inquiries" on the front of this statement.

Borrower agrees that if he or she fails to send any communication, check, money order or other payment instrument purporting to pay any disputed amount due hereunder in full, to the address designated above, the obligation referred to will not be satisfied, and shall be deemed not to have been made in good faith, even if such payment instrument is inadvertently processed by the Bank.

DISPUTES

If you have properly notified us of a billing error, then you are not required to pay any disputed amount(s) or any portion of the minimum payment attributable to such disputed amount(s) until we comply with the billing error resolution procedure previously disclosed to you. However, you must pay that portion of the minimum payment attributable to amounts not disputed.

TO REPORT A LOST OR STOLEN CARD
PLEASE CALL 1-800-397-1253

**STATEMENT OF DISPUTED ITEM***

Please sign this form and mail it to: Customer Service, P.O. Box 30495, Tampa, FL 33630-3495
Do not mail with your payment. If you need assistance in completing this form, please call: 1-866-987-0567

NAME _____ DATE _____

ACCOUNT # _____

REFERENCE # _____

AMOUNT _____ MERCHANT _____

I have reviewed the charges to my account and am disputing an item for the following reason:
Please select one box.

1. Neither I nor anyone authorized by me to use my card made this charge, nor have the goods or services been received. Please contact the merchant prior to filing a dispute and include the merchant's response (if you do not recognize a charge, use this option and call Customer Service.)

2. I engaged in one transaction with the merchant, but have been charged two or more times
Enclosed is a copy of the authorized charge

3. I have not received merchandise to be shipped to me. Expected delivery date _____ (mm/yyyy). I have contacted the merchant on _____ (mm/yyyy) and the merchant's response was _____

(The merchant MUST be contacted.)

* Transactions considered to be cash advances are not disputable items.

4. I have not received credit for the attached credit slip or returned merchandise from _____ (mm/yyyy). The merchandise was returned because _____

Please attach credit slip or proof of return

5. I have canceled services / merchandise (circle one) on _____ (mm/yyyy) because _____ and the merchant's response was _____
Please complete all blanks

6. The enclosed copy of my sales receipt shows an increase from \$ _____ to \$ _____. Enclosed is a copy of the authorization charge.

7. I have received goods or services that were not the same as described verbally or on the transaction receipt presented to me at the time of the purchase.
Please explain the difference in what was ordered and what was received.

8. I canceled a guaranteed reservation or advance deposit (circle one) on _____ (mm/yyyy) and the cancellation number given was _____

9. Other - If the above dispute reasons do not apply, please provide a detailed letter describing the dispute.

Note: You may use this form or write us a letter. If you use the form, you may want to record the information on the reverse side for your records. Please provide us with the requested receipts, etc. and details of your dispute in order that we assist you promptly. Thank you.

(signature)

CHRISTOPHER MARTIN
 VIRGINIA PLUMBING & MECHA
 Account Number: ### ## 0907
 Page 3 of 3

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	Previous Balance	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PPLN01 001	PURCHASE	\$0.00	\$0.00	1.01250% (M)	12.1500% (V)	\$0.00	\$0.00	0.0000%	\$147.00
Cash									
CPLN01 001	CASH	\$0.00	\$0.00	1.65833% (M)	19.9000%	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 30		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									

ELLIS GERALD MCKINNEY
 VIRGINIA PLUMBING & MECHA
 Account Number: #### #### #### 2593
 Page 1 of 3

VISA Card # 2593

Visa Signature® Business

Account Summary

Billing Cycle 10/25/2017
 Days in Billing Cycle 30
 Previous Balance \$ 0.00
 Purchases + 624.83
 Cash + 0.00
 Special + 0.00
 Credits - 0.00
 Payments - 0.00
 Other Charges + 0.00
 Finance Charges + 0.00

NEW BALANCE \$ 624.83

Credit Summary

Total Credit Line \$ 5,000.00
 Available Credit Line \$4,375.17
 Available Cash \$0.00
 Amount Over Credit Line 0.00
 Amount Past Due 0.00
 Disputed Amount 0.00

Account Inquiries

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-  Go to www.BBT.com
-  Write us at PO BOX 698, WILSON, NC 27894-0698

Payment Summary

NEW BALANCE
 MINIMUM PAYMENT
 PAYMENT DUE DATE

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/26	09/27	PPLN01	24164077269105259706011	STAPLES DIRECT 800-3333330 MA	\$ 229.99
09/27	09/28	PPLN01	24389007270503214080202	BESTBUYCOM804897036556 888-BESTBUY MN	36.84
09/27	09/28	PPLN01	24389007270503214082885	BESTBUYCOM804897036556 888-BESTBUY MN	315.89
09/29	10/01	PPLN01	24389007272503226094629	BESTBUYCOM804783015453 888-BESTBUY MN	42.11

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BB&T
 PO BOX 200
 WILSON NC 27894-0200

40460111980625930000624830000020001

Account Number #### #### #### 2593

Closing Date 10/25/17
 New Balance \$624.83
 Total Minimum Payment Due \$20.00
 Payment Due Date 11/20/17

\$

AMOUNT OF PAYMENT ENCLOSED

ELLIS GERALD MCKINNEY
 VIRGINIA PLUMBING & MECHA
 2501 S WALTER REED DR UNIT B
 ARLINGTON VA 22206-1205



MAKE CHECK PAYABLE TO:

BB&T
 PO BOX 580340
 CHARLOTTE NC 28258-0340

26 2593 10 5 250 11 18 40460 11 1980

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We provide this additional information to our affiliates so that you may receive special offers and promotions from our affiliates. You may request that we not furnish this additional information (Other than credit and account history) to our affiliates by writing to Branch Banking and Trust Company, Client Services Administration P.O. Box 1847, Wilson, North Carolina 27694-1847. Please include your name, address, telephone number, account number (if known), and social security (tax identification) number. Due to marketing programs already in progress, please allow a reasonable period of time for your request to take effect. In order for us to communicate important loan or deposit account information, we will continue to notify you through occasional statement inserts or other customer service mailings. Please be aware that state and federal laws impose certain mandatory disclosures of customer information by financial institutions. We must comply with laws that require mandatory production or disclosure.

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Do not mail with your payment. If you need assistance in completing this form, please call: 1-888-987-0517

NAME _____ DATE _____

ACCOUNT # _____

REFERENCE # _____

AMOUNT _____ MERCHANT _____

I have reviewed the charges to my account and am disputing an item for the following reason:
Please select one box.

1. Neither I nor anyone authorized by me to use my card made this charge, nor have the goods or services been received. Please contact the merchant prior to filing a dispute and include the merchant's response. (If you do not recognize a charge, use this option and call Customer Service.)

2. I engaged in one transaction with the merchant, but have been charged two or more times.
Enclosed is a copy of the authorized charge.

3. I have not received merchandise to be shipped to me. Expected delivery date _____ (m/d/yy). I have contacted the merchant on _____ (m/d/yy) and the merchant's response was _____

(The merchant MUST be contacted.)

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4. I have not received credit for the attached credit slip or returned merchandise from _____ (m/d/yy). The merchandise was returned because _____

Please attach credit slip or proof of return

5. I have canceled services / merchandise (circle one) on _____ (m/d/yy) because _____ and the merchant's response was _____

Please complete all blanks

6. The enclosed copy of my sales receipt shows an increase from \$ _____ to \$ _____. Enclosed is a copy of the authorization charge.

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Please explain the difference in what was ordered and what was received.

8. I cancelled a guaranteed reservation or advance deposit (circle one) on _____ (m/d/yy) and the cancellation number given was _____

9. Other - if the above dispute reasons do not apply, please provide a detailed letter describing the dispute.

Note: You may use this form or write us a letter. If you use the form, you may want to record the information on the reverse side for your records. Please provide us with the requested receipts, etc. and details of your dispute in order that we assist you promptly. Thank you.

(signature)

Finance Charge Summary / Plan Level Information									
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Purchases									
PFLN01 001	PURCHASE	\$0.00	\$0.00	0.84583% (M)	10.1500% (V)	\$0.00	\$0.00	0.0000%	\$624.63
Cash									
CPLN01 001	CASH	\$0.00	\$0.00	1.65833% (M)	19.9000%	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days in Billing Cycle: 30		
** Includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									

From: Executives Secretary's Report

Date: 10/30/17

Reference: November 3, 2017 2nd BOD Meeting

To: Tom Clark, VPMIA Secretary

The Following is a report of Membership and 2017 Dues.

Active Membership List -----	315
Lifetime Members-----	24
Honorary Members-----	3
Retired Members-----	3
Retired Members Paid Dues-----	2
Members Not Paid 2017 Dues-----	35
Members Not Paid 2018 Dues-----	
Active Members Paid 2017 Dues-----	280
Associate Membership List -----	30
Lifetime Members-----	12
Members Not Paid 2017 Dues-----	9
Members Not Paid 2018 Dues-----	
Associate Members Paid 2017 Dues-----	21

Registered State Corporation Commission, check of \$25.00 mailed on 10/18/17

Renewed ICC Preferred Provider, \$200.00 charged to credit card on 10/27/17

New Active Members:

New Associate Members:

PayPal account:

If anyone has any questions or need additional information, please feel free to contact me at work # 703-228-3854, cell # 571-220-9856, or email cmmartin@arlingtonva.us

Thank You

Christopher M. Martin

VPMIA Executive Secretary

International Code Council Update

Submitted by: **Cindy Davis – ICC Board of Directors**

October 15, 2017

- **Congratulations to Kris Bridges, newly elected member to the ICC Board of Directors! Kris' election brings Virginia back to the 2-member representation on the ICC Board.**
- Personal thank you to Allison Cook, Plan Review Supervisor from Arlington who took the time to attend the ICC conference as "my shadow". I will tell you that Allison represented the millennials of VA well and I'm looking forward to her continued leadership in Virginia.
- **BOD updates**
 - Changes have been made to the code development process based on the feedback received over the past year. Some highlights to the changes:
 - Tabling of a proposal will now be permitted. Although never precluded, there is now a detailed process for how that will occur including a date/time/place specific for reconsideration.
 - Approval from the proponent is required prior to moving a proposal on the agenda.
 - Cost impact will be required for all Public Comments
(SEE ATTACHED FOR ALL CHANGES)

- An issue that I would like to bring to your attention is one that was discussed at the Board meeting in Columbus. That agenda item #4.0 proposed a new "Building Safety Service Provider Membership Council". In essence, it creates a new membership council for private third party agencies who provide service for jurisdictions. It is important, to obtain feedback from you the members on this issue. In particular is how the Governmental Membership process is defined as follows:
 - The governmental consensus process leaves the final determination of code provisions in the hands of public safety officials who, with no vested financial interest, can legitimately represent the public interest.

This issue begs a more robust discussion on how these service providers fit that definition and moreover, if they do, then should there be consideration for others that may be seen to not represent industry, but could be architects and engineers who may not represent any particular industry but have a vested interest in the development of codes and the safety of buildings? You may recall that for a brief period prior to the consolidation, design professionals were able to vote on code provisions. While this new membership council was not approved at the Board meeting, a decision to continue efforts on a "work plan" did pass. It is very likely that this issue will come before the Board again so input is sought. Please provide any feedback to myself or Kris Bridges.

- **A new You Tube video on the ICC code development process includes the faces of some Virginians and former Virginians! The video can be seen here: <https://www.youtube.com/watch?v=mnFC8yCPpUc>**
- **Ready ... set ... SUBMIT your Group A code change proposals on cdpACCESS until Jan. 8**
Submit your code change proposals on cdpACCESS from Oct. 2 to Jan. 8, 2018, for Group A codes. Included in Group A are IBC- E, IBC - FS, IBC -G, IFC, IFGC, IMC, IPC, IPMC, IPSDC, IRC – M, IRC- P, ISPSC, IWUIC and IZC. All others are in Group B, except for the IgCC which is done in accordance with ASHRAE. The web posting of "Proposed Changes to the I-Codes" will be Feb. 28, 2018, for Group A Key meeting dates for the disposition of Group A code updates are:
2018 Committee Action Hearings (Group A Codes). April 15 - April 25, 2018, Columbus, Ohio.
2018 Annual Conference and Group A Public Comment Hearings. October 21–31 Richmond, Va.

➤ **ICC Certification & Testing is now..... all-new as the ICC Assessment Center**

The ICC Assessment Center marks a significant step forward for building code certification. Now, all your current and future Certification needs and resources can be found in one location. In addition to being more closely aligned with ICC's array of online and in-person training options, enhanced features include:

- **One account number with ICC**—the same number for your ICC Membership, Certifications and testing. This is the number on your ICC wallet card.
- **Single sign-on** for both **online** and **computer-based testing**. If you have previously tested with Pearson VUE, your Pearson ID has automatically been changed to this identification number.
- The option to purchase exams **directly from the ICC Store**.
- Various **exam catalog updates** at your fingertips.
- New services available now, including **ICC PRONTO™**, with additional programs planned for release soon.

➤ **ICC matching campaign raised more than \$110,000 for American Red Cross disaster relief**

Unfortunately, hurricane season is still going strong, and Hurricane Maria recently hit Puerto Rico with unprecedented force. With your generous support, ICC's membership reached our American Red Cross matching donation goal in the aftermath of Hurricanes Harvey and Irma. With the ICC match, together we have raised over \$110,000 —\$15,270 of which was from our Annual Conference double-match challenge — and ICC matched with a \$64,000 donation. Thanks to all who contributed and helped with the effort. We are an association of 64,000 members and counting, and together we make a difference. [Click here](#) for more information and other ways you can continue to help.

➤ **National Fire Prevention Week keeps public aware of fire safety and fire prevention**

October 8-14 is National Fire Protection Association's (NFPA's) [National Fire Prevention Week](#). Its goal is to keep the public informed about the importance of fire prevention. This year's theme is "Every Second Counts: Plan 2 Ways Out!" which highlights the need for building escape plans. The International Code Council (ICC) works closely with NFPA to advocate for modern, up-to-date building codes through the Coalition for Current Safety Codes and to inform individuals and communities about the importance of fire prevention. Here are some hyperlinked NFPA resources on fire safety:

- [Home Fire Inspections](#)
- [Safety Tip Sheet](#)
- [Escape Planning & Practices](#) (Video)
- [Who Needs Building Codes?](#)

➤ **PR Material**

The 2017 ICC Annual Conference featured some of the new videos developed to quickly and accurately educate the public on building and safety codes, the code development process, ICC and the purpose of enforcing codes. Here are the titles of videos which are hyperlinked to videos:

- ["Code Officials: Building Safety Today for a Stronger Tomorrow"](#) and [related materials](#).
- ["ICC's Code Development Process"](#) four-minute video on how codes are updated.
- ["Resilient Communities Come Back Quicker & Better"](#) from the Alliance for National & Community Resilience.
- ["How to use the new ICC Voting System"](#) the new Voting System at the 2018 ABM.
- ["Building Safety Month! Code Officials: Partners in Community Safety and Economic Growth"](#)
- ["The High School Technical Training Program"](#) meets the challenge for better skilled labor.

These and other helpful videos are available on the [ICC Government Relations webpage](#).

- **NAHB posts videos in English and Spanish on workplace fire safety techniques**
NAHB just posted new videos (in English and Spanish) on housekeeping and fire protection. They are part of the Toolbox Talks series and can be found at this link, which you can copy, paste and email. www.nahb.org/en/research/safety/video-toolbox-talks/housekeeping-and-fire-safety.aspx
Also, the new **Construction Fire Safety Coalition** offers materials to educate construction teams and others on preventing worksite fires. Use the coalition's website www.ConstructionFireSafety.org.

- **2017 Annual ICC awards recognize leadership and accomplishments by Chapters and individuals**
[Click here for more details](#), but below is the list of individuals and ICC Chapters receiving ICC's top annual awards at the 2017 Annual Conference in Columbus:
 - [The Bobby J. Fowler Award](#): David Collins, Ohio
 - [The Gerald H. Jones Code Official of the Year Award](#): Becky Baker, Colorado
 - [The ICC Fire Service Award](#): Gary Lewis, New Jersey
 - [The ICC Educator of the Year Award](#): Bill Bracken, Florida
 - [The ICC Community Service Award](#): Women in Code Enforcement and Development and Permit Tech Nation Chapter of ICC
 - [The Community Service Award \(second recipient\)](#): Building Department, City of San Jose, Calif.
 - [William J. Tangye Staff Recognition Award](#): Karla Higgs, Alabama
 - [The ICC Lifetime Achievement Award](#): Norman Koplun, Georgia
 - [The Chapter of the Year Award](#): Connecticut Building Officials Association
 - [The Chapter Merit Awards](#): Maine Building Officials and Inspectors Association (MBOIA) and the Utah Chapter of ICC
 - [The Regions Spotlight Award](#): ICC Region II
 - [The Meritorious Service Award](#): David Cook, Montana
 - [The National Leadership in Sustainability and Energy Efficiency Award](#): Pacific Northwest National Laboratory (PNNL) and Osama Younan, California.
 - [The President's Award](#): To the [team of people who developed the new voting devices](#) that were used at the Annual Business Meeting

- **Links provided to download the key current disaster minimum standards established by FEMA**
As the nation works its way through another costly season of hurricanes, flooding and wildfires, it may be a good idea to review FEMA's [Public Assistance Required Minimum Standards](#) and its [Disaster Risk Reduction Minimum Codes and Standards](#) which were signed a year ago. Here is a key provision: "As a condition of assistance, buildings eligible for repair, replacement, or construction located in hazard-prone areas will use, at a minimum, the hazard-resistant standards referenced **in the most recent edition of the model building code (IBC, IEBC, and IRC) as of the disaster declaration date.**"

- **October 20 is deadline to submit applications to serve on the ICC Exam Development Committee**
By serving on [an Exam Development Committee](#), you can share your expertise and help ensure the credibility and validity of ICC certifications, as well as earn CEUs, contribute to exam development, promote building and fire safety, and add to your professional credentials. [Visit the Exam Development Committee Applicant Snapshot](#) for details.

Committee call: Codes & Standards Council

The Codes & Standards Council advises the ICC board regarding applications for codes- and standards-related committees and reviews and provides oversight of codes- and standards-related procedures. ICC is accepting applications to fill five expired terms/vacancies until **the deadline on Nov. 10.**

➤ **American Wood Council offers free registrations on October, November and December webinars**

The American Wood Council, an ICC Preferred Education Provider, is offering the following three webinars that are suited as continuing education for code officials, architects, engineers and building designers. They are:

- Oct. 19 – “[2015 NDS Connections Primer \(DES345\)](#).” The course will be held 1:55 p.m. Eastern Standard Time to 3:30 p.m. Instructor is Lori Koch, American Wood Council. With the variety of fasteners available for wood construction, this presentation will provide a basic understanding of connections that includes design examples based on the 2015 National Design Specification for Wood Construction. Solutions for nailed, screwed and bolted connections will be presented, along with specific information on calculating shear capacity as well as withdrawal capacity. One and a half hour of education credits will be awarded.
- Nov. 16 – “[Cornucopia of Classic Connection Conundrums \(DES340\)](#).” The course will be held 1:55 p.m. Eastern Standard Time to 3:30 p.m. Instructors are Michelle Kam-Biron and Lori Koch, American Wood Council. Based on numerous help desk questions and feedback from design professionals, AWC has identified some of the most commonly overlooked wood connection engineering requirements from the NDS and SDPWS. These requirements will be discussed as well as resources and examples to meet these requirements. One and a half hour of education credits will be awarded.
- Dec. 14 – “[2018 NDS Changes \(STD120\)](#).” The course will be held 1:55 p.m. Eastern Standard Time to 3 p.m. Instructor is Buddy Showalter, PE. One hour of education credits will be awarded.

➤ **International Code Council Institutes to be held this fall in several cities**

- **ICC Residential Inspection Institute, Denver, Oct. 16-20:** Review the latest inspection tools and learn to complete residential building, mechanical, plumbing and electrical inspections step-by-step at ICC’s [Residential Inspection Institute](#). Based on the 2015 I-Codes, this event is an opportunity to earn 3.0 CEUs and receive practical information from those who know the codes best.
- **ICC Permit Technician Institutes, Seattle Oct. 16-17, and San Francisco Nov. 13-14 and Nov. 16-17:** The [ICC Permit Technician Institute](#) is designed to educate permit technicians with skills and abilities necessary to perform their jobs more effectively. Topics include code administration, legal aspects, code language, enforcement, reading construction documents, performing plan reviews and the permitting and inspection process. Participants will become familiar with the IBC and IRC and sharpen their customer relations skills. Participants will receive necessary reference materials.
- **ICC Plan Review Institute, Los Angeles Nov. 13-17:** [Make your plans now for the Plan Review Institute](#). This five-day course is based on the 2015 International Codes and will include interactive exercises that detail best practices for performing residential, structural and nonstructural plan reviews.
- **ICC Fire & Life Safety Institute, Atlanta Nov. 6-8:** Includes [overview of the fire and life safety requirements](#) of buildings in 2015 IBC and specific problem solving related to fire and life safety of buildings and as well as the application of related code provisions. Institute includes technical skills, to deepen understanding and gain necessary knowledge and tools to apply the code effectively efficiently and reasonably. Topics include building classification, fire protection and means of egress. Each participant will receive all necessary reference materials.
- **ICC Code Officials Institute, Phoenix Dec. 4-7:** Designed for current managers or code professionals on track for a leadership position, this [four-day, in-depth event](#) is an opportunity to learn everything from techniques for processing electronic plan reviews to how to hire the right people.

REVISIONS TO CP28 CODE DEVELOPMENT

FOR THE 2018/2019 CYCLE

Proposed changes to the process for the 2018/2019 Cycle which are being considered by the Board were posted for comment on July 24th. Comments were due August 21st. The comments have been reviewed by staff, changes made to the proposed revisions and summarized in the discussion below each proposed revision.

In parenthesis is the feedback numbers keyed to the Board's action in the report. These revisions are ordered based on the numbering in CP28.

Feedback (61 - 65): Clarification of when a code change proposal can be withdrawn

3.2 Withdrawal of Proposal: A code change proposal may be withdrawn by the proponent (WP) at any time prior to membership action on the consent agenda at the Public Comment Hearing or prior to testimony on the code change proposal on the individual consideration agenda at the Public Comment Hearing **to public comment consideration of that proposal**. All actions on the code change proposal shall cease immediately upon the withdrawal of the code change proposal.

Discussion: Proponents will often wait until the code change is brought to the floor at the Public Comment Hearing to indicate their desire to withdraw the proposal. This revision codifies the process in CP28. This revision responds directly to a comment received.

CP28 update: Coordinate with current procedures utilizing web links for substantiation (not feedback related)

Code change submittals

3.3.5 Supporting Information: Each code change proposal shall include sufficient supporting information to indicate how the code change proposal is intended to affect the intent and application of the Code

3.3.5.1 – 3.3.5.2: No change

3.3.5.3 Substantiation: The proponent shall substantiate the code change proposal based on technical information and substantiation. Substantiation provided which is reviewed in accordance with Section 4.2 and determined as not germane to the technical issues addressed in the code change proposal may be identified as such. The proponent shall be notified that the code change proposal is considered an incomplete proposal in accordance with Section 4.3 and the proposal shall be held until the deficiencies are corrected. The proponent shall have the right to appeal this action in accordance with the policy of the ICC Board. The burden of providing substantiating material lies with the proponent of the code change proposal. Supporting documentation may be provided via a link to a website provided by the proponent and included in the reason statement. The reason statement shall include the date the link was created. All substantiating material published by ICC is material that has been provided by the proponent and in so publishing ICC makes no representations or warranties about its quality or accuracy.

3.3.5.4 Bibliography: The proponent shall submit a bibliography of any substantiating material submitted with the code change proposal. The bibliography shall be published with the code change proposal and the proponent shall make the substantiating materials available for review at the appropriate ICC office and during the public hearing. Supporting documentation may be provided via a link to a website provided by the proponent and included in the bibliography. The reason statement shall include the date the link was created.

Public comment submittals

6.4 Form and Content of Public Comments: Any interested person, persons, or group may submit a public comment to the results of the Committee Action Hearing which will be considered when in conformance to these requirements. Each public comment to a code change proposal shall be submitted separately and shall be complete in itself. Each public comment shall contain the following information:

6.4.1 – 6.4.4: No change

6.4.5 Supporting Information: The public comment shall include a statement containing a reason and justification for the desired Final Action on the code change proposal. Reasons and justification which are reviewed in accordance with Section 6.5 and determined as not germane to the technical issues addressed in the code change proposal or committee action may be identified as such. The public commenter shall be notified that the public comment is considered an incomplete public comment in accordance with Section 6.5.1 and the public comment shall be held until the deficiencies are corrected. The public commenter shall have the right to appeal this action in accordance with the policy of the ICC Board. A bibliography of any substantiating material submitted with a public comment shall be published with the public comment and the substantiating material shall be made available at the Public Comment Hearing. Supporting documentation may be provided via a link to a website provided by the public commenter and included in the reason statement and bibliography. The reason statement shall include the date the link was created. All substantiating material published by ICC is material that has been provided by the proponent and in so publishing ICC makes no representations or warranties about its quality or accuracy.

Discussion: Proponents will often provide a link to their supporting documentation in the reason statement and/or bibliography. This revision codifies the process in CP28.

This revision responds to a comment noting the term should be "supporting documentation". Other comments suggested "additional information". Also included based on a comment received is a requirement that the date of the link be included as part of the proposal/public comment to ensure that the link is active when the code changes/public comments are posted.

Feedback (36 - 38): Inclusion of Referenced Standards (new and updated) with new code text

3.6.3 Standard Promulgation:

3.6.3.1 Code change proposals with corresponding changes to the code text which include a reference to a proposed new standard or a proposed update of an existing referenced standard shall comply with this section.

3.6.3.1.1 Proposed New Standards. In order for a new standard to be considered for reference by the Code, such standard shall be submitted in at least a consensus draft form in accordance with Section 3.4. If the proposed new standard is not submitted in at least consensus draft form, the code change proposal shall be considered incomplete and shall not be processed. The code change proposal shall be considered at the Committee Action Hearing by the applicable code development committee responsible for the corresponding proposed changes to the code text. If the committee action at the Committee Action Hearing is either As Submitted or As Modified and the standard is not completed, the code change proposal shall automatically be placed on the Public Comment Agenda with the recommendation stating that in order for the public comment to be considered, the new standard shall be completed and readily available prior to the Public Comment Hearing. If the committee action at the Committee Action Hearing is Disapproval, further consideration on the Public Comment Agenda shall include a recommendation stating that in order for the public comment to be considered, the new standard shall be completed and readily available prior to the Public Comment Hearing. *The standard shall be completed and readily available prior to the Public Comment Hearing based on the cycle of code development which includes the code change proposal.* In order for a new standard to be considered for reference by the Code, such standard shall be submitted in at least a consensus draft form in accordance with Section 3.4. If a new standard is not submitted in at least draft form, the code change proposal shall be considered incomplete and shall not be processed.

3.6.3.1.2 Update of an Existing Standards. Code change proposals which include technical revisions to the code text to coordinate with a proposed update of an existing referenced standard shall include the submission of the proposed update to the standard in at least a consensus draft form in accordance with Section 3.4. If the proposed update of the existing standard is not submitted in at least consensus draft form, the code change proposal shall be considered incomplete and shall not be processed. The code change proposal, including the update of the existing referenced standard, shall be considered at the

Committee Action Hearing by the applicable code development committee responsible for the corresponding changes to the code text. If the committee action at the Committee Action Hearing is either As Submitted or As Modified and the updated standard is not completed, the code change proposal shall automatically be placed on the Public Comment Agenda with the recommendation stating that in order for the public comment to be considered, the updated standard shall be completed and readily available prior to the Public Comment Hearing. If the committee action at the Committee Action Hearing is Disapproval, further consideration on the Public Comment Agenda shall include a recommendation stating that in order for the public comment to be considered, the updated standard shall be completed and readily available prior to the Public Comment Hearing. Updating of standards without corresponding code text changes shall be accomplished administratively in accordance with Section 4.6.

4.6 Updating Standards Referenced in the Codes: The updating of Standards referenced by the Codes that do not require coordination with a code change proposal to the code text shall be accomplished updated administratively by the Administrative Code Development Committee in accordance with these full procedures except that the deadline for availability of the updated standard and receipt by the Secretariat shall be December 1 of the third year of each code cycle. The published version of the new edition of the Code which references the standard will refer to the updated edition of the standard. If the standard is not available by the December 1 deadline, the edition of the standard as referenced by the newly published Code shall revert back to the reference contained in the previous edition and an errata to the Code issued. Multiple standards to be updated may be included in a single proposal.

Discussion: Clarification of CP28 where proposed revisions to the code text are intended to either reference a new standard or coordinate the code text with the update of a currently referenced standard. The key consideration in such updated standards is that in order for the text to be updated, the updated standard must also be completed and available at the time of the membership action at the PCH. Updates to currently referenced standards which are done administratively without corresponding changes to the code text will use the current process where the updated standard will be considered in Group B and the standard must be available by December 1st of the third year in accordance with Section 4.6. This revision includes changes based on comments received relative to CAH action by the committee when the standard is not completed.

Feedback (46 – 58; 61 – 65): Changes to hearing order require proponent approval

Committee Action Hearing

5.4 General Procedures: *The Robert's Rules of Order* shall be the formal procedure for the conduct of the Committee Action Hearing except as a specific provision of these Rules of Procedure may otherwise dictate. A quorum shall consist of a majority of the voting members of the committee.

5.4.1 – 5.4.3: No change

5.4.4 Agenda Order: The Secretariat shall publish a Code Change Agenda for the Committee Action Hearing, placing individual code change proposals in a logical order to facilitate the hearing. Any public hearing attendee may move to revise the agenda order as the first order of business at the public hearing, or at any time during the hearing except while another code change proposal is being discussed. Preference shall be given to grouping like subjects together, and for moving items back to a later position on the agenda as opposed to moving items forward to an earlier position.

5.4.4.1 Proponent approval: A motion to revise the agenda order is considered in order unless the proponent(s) of the moved code change proposals are in attendance in the hearing room and object to the move. Where such objections are raised, the motion to revise the hearing order shall be ruled out of order by the Moderator. The ruling of the Moderator shall be final and not subject to a point of order in accordance with Section 5.4.7. The motion to change the hearing order is not debatable.

5.4.4.2 Revised agenda order approved: A motion to revise the agenda order is subject to a 2/3 vote of those present **and voting**.

Public Comment Hearing

7.5 Procedure: *The Robert's Rules of Order* shall be the formal procedure for the conduct of the Public Comment Hearing except as these Rules of Procedure may otherwise dictate.

7.5.1: No change

7.5.2 Agenda Order: The Secretariat shall publish a Public Comment Agenda for the Public Comment Hearing, placing individual code change proposals and public comments in a logical order to facilitate the hearing. The proponents or opponents of any code change proposal or public comment may move to revise the agenda order as the first order of business at the public hearing, or at any time during the hearing except while another proposal is being discussed. Preference shall be given to grouping like subjects together and for moving items back to a later position on the agenda as opposed to moving items forward to an earlier position.

7.5.2.1 Proponent approval: A motion to revise the agenda order is considered in order unless the proponent(s) of the moved code change proposals are in attendance at the hearing and object to the move. Where such objections are raised, the motion to revise the hearing order shall be ruled out of order by the Moderator. The ruling of the Moderator shall be final and not subject to a point of order in accordance with Section 5.4.7. The motion to change the hearing order is not debatable.

7.5.2.2 Revised agenda order approved: A motion to revise the agenda order is subject to a 2/3 vote of those present **and voting**.

Discussion: Proponents feel it is unfair to have their proposal moved without their agreement. Code change proponents in attendance at the hearing can object to such a move and when such an objection is raised, the code change proposal cannot be moved. In many cases, such a move back in the agenda can impact their participation in the hearings.

Feedback (46 – 58; 61 – 65): Tabling of code changes

Committee Action Hearing

5.4 General Procedures: *The Robert's Rules of Order* shall be the formal procedure for the conduct of the Committee Action Hearing except as a specific provision of these Rules of Procedure may otherwise dictate. A quorum shall consist of a majority of the voting members of the committee.

5.4.1 – 5.4.4: No change

5.4.5 Tabling: Tabling of code change proposals shall be permitted. The motion to table is considered in order unless the proponent(s) of the tabled code change proposals are in attendance at the hearing and object to the tabling. Where such objections are raised, the motion to table shall be ruled out of order by the Moderator. The ruling of the Moderator shall be final and not subject to a point of order in accordance with Section 5.4.7. The motion to table is not debatable.

The motion to table must identify one of the following as to the location in the agenda when or where the code change proposal(s) will be considered:

1. To a specific date and time within the timeframe of the Code Change Agenda for the code change proposals under consideration, or
2. To a specific location in the Code Change Agenda for the code change proposals under consideration.

5.4.5.1 Tabling approved: A motion to table is subject to a 2/3 vote of those present.

5.4.5.2 Tabled code change proposals back to the floor: The Moderator shall bring the tabled code change proposal(s) back to the floor at the applicable time/agenda location in accordance with Section 5.4.5 Items 1 or 2. The testimony on the code change proposal shall resume at the point in the process where the tabling occurred.

Public Comment Hearing 7.5 Procedure: *The Robert's Rules of Order* shall be the formal procedure for the conduct of the Public Comment Hearing except as these Rules of Procedure may otherwise dictate.

7.5.1 – 7.5.2: No change

7.5.3 Tabling: Tabling of code change proposals shall be permitted. The motion to table is considered in order unless the proponent(s) of the tabled code change proposals are in attendance at the hearing and object to the tabling. Where such objections are raised, the motion to table shall be ruled out of order by the Moderator. The ruling of the Moderator shall be final and not subject to a point of order in accordance with Section 5.4.7. The motion to table is not debatable.

The motion to table must identify one of the following as to the location in the agenda when or where the code change proposal(s) will be considered:

1. To a specific date and time within the timeframe of the Public Comment Agenda for the code change proposals under consideration, or
2. To a specific location in the Public Comment Agenda for the code change proposals under consideration.

7.5.3.1 Tabling approved: A motion to table is subject to a 2/3 vote of those present.

7.5.3.2 Tabled code change proposals back to the floor: The Moderator shall bring the tabled code change proposal(s) back to the floor at the applicable time/agenda location in accordance with Section 7.5.3 Items 1 or 2. The testimony on the code change proposal shall resume at the point in the process where the tabling occurred.

Discussion: The current procedures are silent on the issue of tabling. As such, the current process would defer to Sections 5.4 and 7.4 and the reference to Robert's Rules of Order. The following is an excerpt from commentary on Robert's Rules of Order:

Table: To table a discussion is to lay aside the business at hand in such a manner that it will be considered later in the meeting or at another time ("I make a motion to table this discussion until the next meeting. In the meantime, we will get more information so we can better discuss the issue.") A second is needed and a majority vote required to table the item being discussed.

The proposed revision to CP28 mirrors the proposed revision to the changes in hearing order which allows the proponent to object to such tabling. This also specifies that either a time specific or agenda order location for the item must be identified. The 2/3 vote is the same vote criteria to revise the agenda order in Sections 5.4.4 and 7.5.2.

While Roberts Rules of Order allow tabling to a "next meeting", this is not an option in the code development process. The tabling motion must identify the date/time or location within the specific hearing agenda under consideration.

Tabling offers the potential of having the participants collaborate, leading to a more efficient hearing when dealing with competing code changes. This may also result in a reduction in public comment volume when you consider that modifications which result from such tabling may resolve the code change concerns such that a public comment need not be submitted.

It bears noting that the draft that went out for comment included the requirement that the motion to table must occur prior to any testimony. This stipulation has been removed in response to comments noting that as long as the tabled item resumes at the point of tabling, the hearing process will not incur added hearing time and that quite possibly, the tabling may result in a more expeditious hearing. It is acknowledged that this will require staff and the moderators to monitor the point of tabling in order to ensure a smooth resumption of the hearing when the tabled item is brought back. Especially important is to make sure that testifiers do not get a second opportunity to testify when they have already testified prior to the tabling motion.

It is further noted that the 2/3 threshold to table an item will serve as a deterrent for motions to table on code changes that have expended a considerable amount of hearing time – e.g. the participants may not be willing to support the motion to table after the hearing testimony has been on-going for 45 minutes (or more).

Feedback (46 – 58): Modifications submitted and posted in advance of CAH

Based on comments received which resulted in the recommendation to add tabling provisions to CP28, staff is not recommending that modifications be submitted and posted in advance of the CAH. However, staff is recommending minor revisions to the current provisions below.

5.5.2 Modifications: Modifications to code change proposals may be suggested from the floor by any person participating in the public hearing. The person proposing the modification, or his/her designee, is deemed to be the proponent of the modification.

5.5.2.1 Submission. All modifications shall be submitted electronically to the ICC Secretariat in a format determined by ICC unless determined by the Chairman to be either editorial or minor in nature. The modification will be forwarded electronically to the members of the code development committee during the hearing and will be projected on the screen in the hearing room.

5.5.2.2 Criteria. The Chairman shall rule proposed modifications in or out of order before they are discussed on the floor. A proposed modification shall be ruled out of order if it:

1. is not legible, unless not required to be written in accordance with Section 5.5.2.1; or
2. 1. changes the scope of the original code change proposal; or
3. 2. is not readily understood to allow a proper assessment of its impact on the original code change proposal or the Code.

The ruling of the Chairman on whether or not the modification is in or out of order shall be final and is not subject to a point of order in accordance with Section 5.4.7.

5.5.2.3 Testimony. When a modification is offered from the floor and ruled in order by the Chairman, a specific floor discussion on that modification is to commence in accordance with the procedures listed in Section 5.5.1.

Discussion: In the past, a person authorized to speak on behalf of the proponent of the modification has been permitted to propose the modification. cdpACCESS is the vehicle to submit modifications so the issue of legibility is no longer applicable.

The Board directed staff to solicit input on the development of procedures to require modifications to be submitted in advance of the Committee Action Hearing. The proposed language to implement such a process was part of the proposed revisions to CP28 which were posted for comment. In the proposed revisions, it was noted that while a process for advance modifications is viewed as a positive step as it allows participants and the committee to prepare prior to the CAH, it will have a significant impact on the utility of tabling of code change proposals since modifications to tabled code changes would be required to be submitted in advance.

Feedback (28 – 35; 59 – 60): Require cost impact for public comments

6.4 Form and Content of Public Comments: Any interested person, persons, or group may submit a public comment to the results of the Committee Action Hearing which will be considered when in conformance to these requirements. Each public comment to a code change proposal shall be submitted separately and shall be complete in itself. Each public comment shall contain the following information:

6.4.1 – 6.4.5: No change

6.4.6 Cost Impact: The proponent of the public comment shall indicate one of the following regarding the cost impact of the public comment to the code change proposal:

- 1) The net effect of the public comment and code change proposal will increase the cost of construction;
 - 2) The net effect of the public comment and code change proposal will decrease the cost of construction;
- or
- 3) The net effect of the public comment and code change proposal will not increase or decrease the cost of construction.

The public commenter shall submit information which substantiates such assertion. This information will be considered at the Public Comment Hearing and will be included in the published public comment. Supporting documentation may be provided via a link to a website provided by the public commenter and included in the cost substantiation statement. The cost substantiation statement shall include the date the link was created.

Any public comment submitted which does not include the requisite cost impact information shall be considered incomplete and shall not be processed.

Correlative change to code change submittal cost impact

3.3.5.6 Cost Impact: The proponent shall indicate one of the following regarding the cost impact of the code change proposal:

- 1) The code change proposal will increase the cost of construction;
- 2) The code change proposal will decrease the cost of construction; or
- 3) The code change proposal will not increase or decrease the cost of construction.

The proponent shall submit information which substantiates either such assertion. This information will be considered by the code development committee and will be included in the bibliography of the published code change proposal. Supporting documentation may be provided via a link to a website provided by the

public commenter and included in the cost substantiation statement. The cost substantiation statement shall include the date the link was created.

Any proposal submitted which does not include the requisite cost impact information shall be considered incomplete and shall not be processed.

Discussion: Cost impact is a key consideration in the code development process and is currently only required for the initial code change proposal. Public comments can also have a cost impact which should be identified. This way, should a code change be approved with a public comment, the process will now identify the cost impact of the entire code change as approved. The text is patterned after Section 3.3.5.6 for the code change submittal. For code change proposals/public comments which have no impact on cost, this declaration can be made. Cost impact is a separate item in cdpACCESS and is not part of the bibliography.

This provides a 3rd option typically necessary for code changes/public comments which are intended to clarify the language and not change the provisions – "The net effect of the public comment and code change proposal will not increase or decrease the cost of construction."

CP28 Update: Coordinate CP28 sections with Section 10.1 which identifies the process if electronic voting devices are not used (not feedback related)

7.5.8.7 Voting: After dispensing with all motions for modifications, if any, and upon completion of discussion on the main motion, the Moderator shall then ask for the vote on the main motion. The vote on the main motion shall be taken electronically with the vote recorded and each vote assigned to the eligible voting member. In the event the electronic voting system is determined not to be used by ICC, a hand/standing count will be taken by the Moderator. If the motion fails to receive the majority required in Section 7.6, the Moderator shall ask for a new motion.

7.5.8.8 Subsequent Motion: If the initial motion is unsuccessful, a motion for either Approval as Submitted or Approval as Modified by one or more published modifications is in order. A motion for Disapproval is not in order. The vote on the main motion shall be taken electronically with the vote recorded and each vote assigned to the eligible voting member. In the event the electronic voting system is determined not to be used by ICC, a hand/standing count will be taken by the Moderator. If a successful vote is not achieved, Section 7.5.8.9 shall apply.

7.5.8.10 Public Comment Hearing Results: The result and vote count on each code change proposal considered at the Public Comment Hearing shall be announced at the hearing. In the event the electronic voting system is not utilized and a hand/standing count is taken in accordance with Sections 7.5.8.7 and 7.5.8.8, the vote count will not be announced if an individual standing vote count is not taken. The results shall be posted and included in the Online Governmental Consensus Ballot (see Section 8.2).

8.2 Online Governmental Consensus Ballot: The ballot for each code change proposal considered at the Public Comment Hearing will include:

1. The Public Comment Hearing result and vote count.
2. The allowable Online Governmental Consensus Vote actions in accordance with Section 8.1.
3. Where the Public Comment Hearing result is As Submitted (AS) or Disapproval (D), the original code change proposal will be presented.
4. Where the Public Comment Hearing result is As Modified by the committee (AM) or As Modified by one or more Public Comments (AMPC), the original code change and approved modification(s) will be presented.
5. The committee action taken at the Committee Action Hearing.
6. ICC staff identification of correlation issues.
7. For those who voted at the Public Comment Hearing, the ballot will indicate how they voted, unless an electronic vote count is not taken in accordance with Section 7.5.8.10
8. An optional comment box to provide comments.
9. Access to the Public Comment Agenda which includes: the original code change, the report of the committee action and the submitted public comments.
10. Access to the audio and video of the Committee Action and Public Comment Hearing proceedings.

11. Identification of the ballot period for which the online balloting will be open.

10.1 Tabulation and Validation: Following the closing of the online ballot period, the votes received will be combined with the vote tally at the Public Comment Hearing to determine the final vote on the code change proposal. If a hand/standing count is utilized per Subsection 7.5.8.7 or 7.5.8.8, those votes of the Public Comment Hearing will not be combined with the online ballot. ICC shall retain a record of the votes cast and the results shall be certified by a validation committee appointed by the ICC Board. The validation committee shall report the results to the ICC Board, either confirming a valid voting process and result or citing irregularities in accordance with Section 10.2.

Discussion: Internal coordination of CP28 sections with respect to electronic voting devices. If the Moderator calls the PCH action without the need for a standing vote count, there is no vote count to report.

Feedback (70–81) – Develop process for stakeholder input in Code Correlation Committee process of correlating final actions

11.2 Code Correlation: The Code Correlation Committee is authorized to resolve technical or editorial inconsistencies resulting from actions taken during the code development process by making appropriate changes to the text of the affected code. The process to resolve technical or editorial inconsistencies shall be conducted in accordance with CP#44 Code Correlation Committee. *Any such changes to a Code shall require a 2/3 vote of the Code Correlation Committee. Technical or editorial inconsistencies not resolved by the Code Correlation Committee shall be forwarded to the ICC Board for resolution.*

Discussion: Staff engaged the CCC and solicited input in the revision process for CP44. The proposed process includes the necessary aspects of due process, participation and transparency. The CCC approved the proposed revisions to CP 44 (see next page). Included in the proposed revisions to CP44 are the current CP 28 provisions which require a 2/3 vote and provision that stipulates that issues not resolved by the CCC be remanded to the Board for resolution.

CP#44-13 – Code Correlation Committee

Approved: 9/28/13 | Proposed Revision: 9/9/2017

1.0 Purpose of Council Policy: This policy replaces the Scope and Objectives of the ICC Code Correlation Committee and sets forth the objectives, procedures and organization of the Committee.

2.0 Name of Committee: Code Correlation Committee

3.0 Objectives of Committee: The objective of the ICC Code Correlation Committee (CCC) is to maintain technical and editorial consistency among the International Codes (Codes). The CCC is also responsible for assisting staff in the evaluation and processing of code change proposals and comments that are exclusively editorial.

4.0 Rules and Procedures of Committee: *(Moved to Section 6.0)*

4.1 Quorum: A majority of the voting members of the CCC shall constitute a quorum at any meeting of the CCC.

4.2 Voting: Each CCC member shall be entitled to one vote. The CCC vote for approval of any matter before the CCC shall be at least a majority of those voting members present and voting, unless otherwise provided in the applicable Council Policy.

4.3 Staff Support: A staff liaison shall be assigned to the CCC. Staff shall not be a voting member of the CCC. As a technical and code development resource, staff is permitted to participate in the CCC deliberations. In all cases, the final determination of a CCC issue rests with the voting members of the CCC.

4.4 Meetings: All meetings shall be open and conducted in accordance with this policy, Council Policy 7 Committees and Members and Roberts Rules of Order.

4.0 4.5 Responsibilities: The responsibilities of the CCC include:

1 Administer the ICC Code Scoping Coordination Matrix, which that establishes:

a) Which **The** code has **with** primary responsibility for a topic when the topic could appear in more than one code, and b) Which code development committee shall be responsible for review and maintenance of the related code text. (Subject to limitations that may be specified by the ICC Board of Directors (ICC Board) in memorandums of understanding or other agreements between ICC and other organizations that partner in the ICC Code Development Process).

2 Assist staff in determining committee assignments for code change proposals that are not clearly established by the Code Scoping Coordination Matrix, and recommend changes to the Code Scoping Coordination Matrix, as needed, to the ICC Board.

3 In accordance with Section 4.4 of Council Policy CP#28, review proposed code changes to the International Codes determined to be editorial by staff and determine whether the revision, or a modification thereof, should be deemed to be an editorial revision of the code to be incorporated in the next edition of the code or be placed before a code development committee for consideration. To be deemed editorial, such proposals shall require a majority vote of the CCC, and editorial proposals shall be published in the code change proposal monograph. Such proposals shall be added to the hearing agenda for consideration by the appropriate code development committee upon written request by any individual to the ICC. CCC proposals that are not added to a code development committee hearing agenda shall be published in the next edition of the code with no further consideration.

4 Initiate public comments, as needed, to provide for correlation of changes to be considered at the Public Comment Hearing.

5 Resolve technical or editorial inconsistencies between multiple actions taken during the code development process by making appropriate changes to the text of the affected Codes. Procedures for resolving these inconsistencies shall be in accordance with Section 7.0

6 Submit code change proposals to correct technical inconsistencies or editorial corrections to the Codes.

7 Perform any other technical, editorial and correlative functions assigned by the ICC Board.

5.0 Committee Organization and Structure:

5.1 Appointments: Appointments to the CCC shall be made by the ICC Board in accordance with the objective of Section 3.0 of this policy and this section. The ICC Board shall take into consideration a candidate's previous service on ICC Code Committees.

5.2 Composition: **As a committee responsible for resolving technical and editorial inconsistencies in the Codes, the Committee is empowered to act on behalf of the eligible voters of the ICC. As such, t** The CCC shall consist entirely of Governmental Member Voting Representatives. Interim vacancies on the CCC may be filled by the President of the ICC.

5.3 Term of Committee: Members of the CCC shall be appointed to a 36 month term on a schedule coordinated with the Code Development Cycle. The number of consecutive terms shall not be limited.

5.4 Chair and Vice Chair: The Chair and Vice Chair shall be appointed by the Codes and Standards Council from the ICC Board appointed members of the committee for a three year term.

6.0 Other General Rules and Procedures of the Committee (Moved from 4.0)

6.1 General: All issues not specifically addressed herein shall be in accordance with other applicable Council Policies and ICC Bylaws.

6.2 Quorum: A majority of the voting members of the CCC shall constitute a quorum at any meeting of the CCC.

6.3 Voting: Each CCC member shall be entitled to one vote. The CCC vote for approval of any matter before the CCC shall be at least a majority of those voting members participating, including abstentions, unless otherwise provided in this policy or other applicable Council Policies.

6.4 Staff Support: A staff liaison shall be assigned to the CCC. Staff shall not be a voting member of the CCC. As a technical and code development resource, staff is permitted to participate in the CCC deliberations. In all cases, the final determination of a CCC issue rests with the voting members of the CCC.

6.5 Meetings: All meetings shall be open and conducted in accordance with this policy, Council Policy 7 Committees and Members and Roberts Rules of Order.

6.2 6.6 Copyright: CCC members shall agree in writing to waive copyright protection for the benefit of the ICC with respect to any code language created within the CCC process, use of any language developed from a code, standard or work product must be with the express written permission of the copyright holder.

6.36.7 Committee Representation: No committee member shall represent the committee unless specifically authorized by a majority of the committee in accordance with these procedures.

6.46.8 Travel reimbursement. ICC shall reimburse CCC members for travel related to CCC activities. Such travel shall be authorized by staff in advance of the travel and travel reimbursement shall comply with Council Policy 4 Members and Volunteers Travel Reimbursement Policy.

7.0 Code Correlation Decisions Prior to Code Publication

7.1 Purpose. The following procedure shall apply to the resolution of technical or editorial inconsistencies resulting from actions taken during the code development process in accordance with Section 4.0, item 5.

7.2 Submittal of Requests for Code Correlation. Correlation revisions to the text of the affected codes can be requested by ICC staff, any member of the CCC, or any interested party.

7.2.1 Form of Request. The correlation request must be submitted in writing and sent to the ICC Staff, Manager of Codes. Requests can be submitted electronically or by regular mail. The request shall include the name, title, mailing address, telephone number, and email address of the proponent (s) of the revision.

7.2.2 Affected sections. The correlation request shall show proposed revisions to the affected codes sections with deletions shown struck out with a single line and additions shown underlined with a single line. The text basis shall be the text of the affected code as approved during the current code development cycle.

7.2.3 Reason. The request shall be accompanied by a reason statement that includes a list of the successful code change proposals from the current code development cycle that revised the affected text. The reason statement shall include an explanation of the conflict in the text and how the proposed revision resolves the conflict and accurately reflects the intent of the participants in the code development just concluded.

7.2.4 Submittal deadline. Deadline for any submittals of proposed revisions to resolve conflicts in the code shall be determined by ICC Staff based upon the time of completion of the Online Governmental Consensus Vote and the publication dates of the upcoming edition of the Codes. The deadline shall be posted a minimum of 30 days prior to the submittal deadline.

7.3 Processing the correlation request. Upon receipt of a correlation request, ICC staff shall confirm that the base text of the affected code sections accurately reflect the actions taken based on the applicable code change proposals.

7.3.1 Notification. The proponents of the successful code changes that revised the affected text shall be notified individually by staff that a correlation request has been received regarding the affected code text and the corresponding successful code change proposals. In addition, the correlation request shall be posted on the ICC website a minimum of 14 days prior to the meeting of the CCC to consider the request.

7.4 Committee meeting. The committee shall conduct an open meeting, either in person or via conference call, to discuss each correlation request submitted. The date and time of the meeting shall be posted on the ICC website not less than 30 days prior to the meeting. Any interested party may attend the meeting and participate in the discussion of the correlation request.

7.5 Committee action. The deliberations by the committee shall be conducted in accordance with Section 6.0. Motions can be brought forward to approve the correlation request as submitted (AS), approve the correlation request with modifications (AM), or disapprove the correlation request (D).

A motion for As Submitted or As Modified shall require a 2/3 majority of the committee members participating, including abstentions, to be successful. A motion for Disapproval shall require a simple majority of the committee members participating, including abstentions, to be successful. In the event that a motion does not receive any of the required majorities, the correlation request shall be Disapproved.

7.6 Posting decisions. A report of committee decisions on code correlation requests shall be posted on the ICC website in a timely manner. The report shall include:

1. The submitted request for correlation, with the reason statement.
2. The committee action on the request, with a reason statement from the committee.
3. A clean version of how the code text will read based upon the revisions requested.

7.7 Next Edition of the Codes. The revised text will be published in the next edition of the affected I-Code(s).

7.8 Decisions final. Decisions rendered under this section are final and are not appealable.

Discussion: The purpose of these revisions is to coordinate with the revision to Section 11.2 of CP 28 where technical and editorial consistencies are remanded to the Code Correlation Committee for resolution. These revisions outline the open and transparent process by which the CCC will conduct business, including:

- An open process where anyone can submit a request for code correlation*
- Details that must be included in such request*
- An established deadline for such requests which is posted*
- Notification to affected and interested parties*
- An open meeting, either in person or via conference call, to consider the correlation request*
- Posting of CCC decisions in a timely manner*

In addition to the above, this revision also includes re-organization of the policy by setting the responsibility of the CCC first (Section 4.0), followed by the CCC operational considerations.



Terence R. McAuliffe
Governor

Todd P. Haymore
Secretary of
Commerce and Trade

COMMONWEALTH of VIRGINIA

William C. Shelton
Director

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

DHCD Report

State Building Code Office (SBCO)

- The SBCO is pleased to welcome Mr. Jeff Brown as the new Director of the SBCO.
- Final regulation phase of the 2015 Code Change Cycle is nearing conclusion. Final approval of the regulations was dispensed with by the BHCD on October 16th. Staff is currently entering the regulations into RIS, the Virginia Regulatory website. As soon as we receive the nod from the Governor's office, they will be submitted for publication in the Virginia Register. When published, that begins another 30-day public comment period. If a petition is received during that 30-day period, the announcement disposition of regulations will be decided on Monday, October 16. Updates will be provided.
- Staff has updated the cdpVA website (<https://va.cdpass.com>) with current information related to the Final Phase process.
- Staff is beginning preparations for publishing of 2015 ICC-printed Virginia versions of the I-Codes. This custom printing is the national model codes with all Virginia amendments incorporated.
- State Technical Review Board has received 12 appeals so far in 2017.
- Blueprint for the Future: A Home for Everyone. DHCD and their partners Habitat for Humanity, VBCOA, HBAV, VPMIA, Viridiant and Easy Living combined to encourage designs that are affordable, energy efficient, code compliant and accessible. The winning design will be announced at the Governor's Housing Conference in Norfolk. The Housing Conference will be held November 15-17, 2017. You may recall that the first home was constructed for a disabled Veteran and his daughter. We hope to continue the military/veteran owner for this design as well.
- DHCD is in the process of obtaining electronic versions of every code in effect in Virginia since 1973. That library will be available to every jurisdiction throughout the Commonwealth.

Virginia Building Code Academy (VBCA)

- The VBCA is searching for a training coordinator position. Anyone interested in that career opportunity should pick up the announcement at the DHCD booth in the exhibitors hall.
- There are multiple continuing education offerings on the 2017 schedule - register early.
- The VBCA development staff are very busy this year. The VBCA has launched a number of classes including the VA Rehab code, Asbestos On-line, Water Reuse Online. Its newest launch is the amusement device inspection orientation program and the Elevator Inspection class.

- The ADI orientation is a multi-day class designed to prepare students seeking their ADI certification with midway experience by providing on the job training and job shadowing of the inspection process. Contact Charlotte Carter at 804-371-7184 for information on who should attend and registration information.
- Stephen Reynolds is working with the Mechanical subject matter experts/instructors to revamp the Mechanical Inspection class. This will include adding content on plan review process and relationship to the inspection process as well as relevant energy code content. Students will also benefit from the comprehensive student workbook and interactive delivery format.
- The three-day Elevator inspection class, a multi-day technical class which will be required for certification, has launched and receiving favorable student feedback. Contact Rajan Engh for more information regarding this class at 804-371-7185.
- The VBCA is working on the development of the 2015 Code Change Training program and its delivery schedule. The VBCA hopes to bring the training to you through the classroom, on-line (self-paced), approved providers, and new this cycle we hope to use webinars. The classroom schedule will be available later this year. Contact the VBCA office with questions.
- The 2018 VBCA class schedule is nearly final and is expected to be open for registration by October 23rd. Draft copies are available at the DHCD table.

Other

- The winners of the Building Safety Month jurisdiction competition were announced at the Joint Education Conference; they were:
 - Large jurisdiction (more than 10 employees)—Alexandria.
 - Small jurisdiction (less than 10 employees)—Grayson, Carroll and Hillsville.
 Winners will receive their choice of either a DHCD training module or an ICC training module for up to 40 people, along with a catered lunch for the code department.

Start to plan now for next year!

- The winner of the 2017 Building Code Safety Month Scholarship Essay Contest was Meghan K. Chudasama. Meghan is a senior at Chantilly High School in Chantilly, VA. She received a \$1,500 scholarship award to go towards her upcoming educational expenses. A copy of her essay is attached.
- The 2018 ICC Planning Committee has been meeting and making preparations for the 2018 Annual Conference and Group A Public Comment Hearings. The conference will be held at the Greater Richmond convention Center from October 21-23, 2018.

Many volunteers are still needed for various committees, including the Welcome Event, Ambassadors and others. If you have any interest in helping with this exciting event, please email sandi.morris@dhcd.virginia.gov

Building Safety Month Essay Winner

Meghan K. Chudasama
Chantilly High School

Code Officials – Partners in Community Safety and Economic Growth

In the case of collapse of a defective building, the builder is to be put to death if the owner is killed by accident; and the builder's son if the son of the owner loses his life

The Code of Hammurabi, circa 1750 BC

The Code of Hammurabi is often cited as the world's oldest written set of laws and is perhaps best known for its brutal "eye for an eye" punishments. Less well known, however, is that it also contains what might be considered the world's first building codes. Basic by today's standards, these laws specified the penalties that a builder would suffer in cases where poor workmanship caused injury or loss. 1,400 years later, Socrates wrote about how builders should work with architects to ensure quality workmanship¹. In the United States, during the 18th century, Virginia's George Washington and Thomas Jefferson supported the development of building standards for health and safety as integral to public health and economic stability². Clearly, many and varied cultures across time have valued building codes since the start of civilized society. Today, a layered network of public and private organizations act and interact not only to further public safety in a rapidly changing world, but also to support economic growth and provide the underpinnings for greater economic mobility and social harmony. Code officials are the "foot soldiers" that help achieve big-picture successes and make these objectives a reality by partnering with community stakeholders.

First and foremost, code officials are on the front lines of ensuring that local building codes that promote public health and safety by working with constituent citizens and businesses to tailor model codes to meet local requirements. For example, building codes vary between Northern Virginia and Virginia Beach to reflect what is required to handle different temperature and humidity patterns, natural disasters, and high water marks. Code officials define and help enforce standards that ensure the health and safety of those that live, work, and travel within their areas of jurisdiction. The absence of code officials and building standards would require

individuals and businesses to hire inspectors that would use their own safety measures to evaluate construction. It is likely that many – if not most – would forgo this cost to buy a more expensive property or use their money elsewhere, which would significantly increase construction-related catastrophes. Today, the work of code officials is perhaps more critical and complex than ever due to climate change impacts, particularly along our coast. Code officials communicate what has worked (and not worked) within their community “up the chain” to affect model code updates so that communities can help each other.

While public safety remains central to their mission, code officials have become increasingly responsible for supporting economic growth. Rather than simply “working with” constituents, code officials evolved their approach to truly partner with local citizens, businesses, builders, suppliers, and even insurance companies to achieve this end. Code officials engage these various stakeholder groups to understand the real-world needs of each, identify opportunities, and stay current with advances in building science (methods, materials, IT-integration, etc.). They are then best able adjust codes to take advantage of new technologies to facilitate economic growth by improving cost efficiency and investment value, enhancing protection, increasing flexibility, and improving environmental balance³. This enables the community to reinvest its resources into growth and quality rather than maintenance and operations. The community partnership completes the circle by communicating changes back out to maximize benefits to all stakeholders. The most successful jurisdictions are those that also share information with model code developers and others with similar needs.

The social benefits derived from the work of code officials is the toughest to quantify but hard to refute. The economic benefits of code officials’ community partnership enable greater diversity within the community. While fair housing laws focus on preventing discrimination, building code compliance gives potential buyers confidence to purchase property with minimal risk of getting a “lemon” into which they need to sink a lot of unplanned dollars to maintain and that they cannot afford to get out of. This enables lower-income buyers to intelligently prioritize property purchases that might “stretch” their budgets for longer term prosperity. This, in turn, increases racial, ethnic and religious diversity particularly in areas where those characteristics are tied to that demographic’s economic status. Professor Miles Hewstone’s 2014 Oxford University study found that “people become less racist just by moving to more diverse areas”⁴. When people live, work and play together, their differences become strengths

³ The White House Blog, “Advancing Resilience through Building Codes and Standards”, May 10, 2016

⁴ The Independent, “White People Become Less Racist just by Moving to Diverse Areas”

rather than reasons for conflict. A harmonious mix of races, religions, sexual orientation, etc. are the building blocks of thriving communities. And when they work together, diverse communities make the most of each individual's strengths – as do companies rich in diversity – to thrive and prosper. So, code officials' community outreach and partnership directly and indirectly affect the community's harmony, stability, and growth potential.

Partnering with constituents and other community stakeholders enables code officials to make a meaningful impact on their community's physical health, economic prosperity, and social harmony. The work of code officials – made real by engaging the communities that they serve – provides a foundation for the economic, social, and even political opportunities that we enjoy. Recent political pressures to decrease regulatory "burdens" across the country make one consider which standards are unimportant and which are essential to our well-being. Clearly, the work of code officials is critical to the lives we live today and the opportunities that the next generation will enjoy in the future, and as citizens we all have a role to play in ensuring that this work continues.

¹ FEMA, "An Introduction for Building Codes for Property Owners"

² International Code Council (www.iccsafe.org), "Who Needs Building Codes?"

Certification, Education Report

The VPMIA is working with the VBCOA and providing training on December 8th at the Warren County Government Center. VBCOA is using their 2017 Chapter Education Voucher and VPMIA will be the preferred provider putting on this training.

We need to decide in the near future which ICC class we should use during the 2018 SOI because our next board meeting is in February and we need to know before then. I suggest ANSI A17.1-09 but this is now open for discussion.

Last month I went with Jay to the Tidewater ASPE Chapter where I presented an overview of the USBC and also shared some links off our website to the codes, also discussed cdpVA

IT Report

We have purchased a laptop for Jane and I have set up a test domain that she can use to figure out the web builder software.

VBCOA Liaison Report

The program is very affordable for schools. ICC membership, deeply discounted prices on the International Residential Code book (print or digital), member pricing on study guides, and a set of final exams are all included for \$150 per school. Student memberships are available should they want to take part in being a full ICC member with the benefits that entails, but they are not required for any part of the program.

10-31-17

VPMIA Legislative Update:

Submitted by Ron Clements

At the request of VBCOA president David Beahm and the VBCOA Region Chairs committee, a bill has been drafted (attached) to provide enabling text within Code of Virginia section 36-105 to make it clear that a locality can enter into a mutual aid agreement with another locality. Though many jurisdictions already do this, some local government attorneys have prevented their localities from entering into such an agreement because the COV lacks a specific enabling statute.

The Virginia Housing Commission is working on two bills of interest for the 2018 legislative session:

1. The first bill (attached) will expand the current drug blight statute to criminal blight that includes sex crimes, such as prostitution, that are defined in [Chapter 8](#), Article 3 of Title 18.2. This will provide local law enforcement another tool to combat hotels and other properties where drug use and sex crimes are a habitual problem. It also goes beyond the structure and addresses how the property is managed and operated. This bill will also provide a method for law enforcement to obtain inspection warrants to inspect the property and view the guest registry.
2. The second bill is a bill that will revise a number of sections in title 15 (local government authority), 36 (building code) and 55 (landlord/tenant) so that provisions related to smoke alarm installation and maintenance are properly coordinated, outdated text is revised, and it is clear that local ordinances under title 15.2-922 to install smoke alarms are consistent and coordinated with the USBC and SFPC for installation and maintenance. This bill is still in the process of being refined so I do not have a draft attached.

The 2018 legislative session begins in January. If you know of any bills of interest to the association please let me know at: clementsro@chesterfield.gov

Thank you,

Ron Clements

Mutual Aid

1 **§ 36-105. Enforcement of Code; appeals from decisions of local department; inspection**
2 **of buildings; inspection warrants; inspection of elevators; issuance of permits.**

3 A. Enforcement generally. Enforcement of the provisions of the Building Code for construction
4 and rehabilitation shall be the responsibility of the local building department. There shall be
5 established within each local building department a local board of Building Code appeals whose
6 composition, duties and responsibilities shall be prescribed in the Building Code. Any person
7 aggrieved by the local building department's application of the Building Code or refusal to grant
8 a modification to the provisions of the Building Code may appeal to the local board of Building
9 Code appeals. No appeal to the State Building Code Technical Review Board shall lie prior to a
10 final determination by the local board of Building Code appeals. Whenever a county or a
11 municipality does not have such a building department or board of Building Code appeals, the
12 local governing body shall enter into an agreement with the local governing body of another
13 county or municipality or with some other agency, or a state agency approved by the
14 Department for such enforcement and appeals resulting therefrom. For the purposes of this
15 section, towns with a population of less than 3,500 may elect to administer and enforce the
16 Building Code; however, where the town does not elect to administer and enforce the Building
17 Code, the county in which the town is situated shall administer and enforce the Building Code
18 for the town. In the event such town is situated in two or more counties, those counties shall
19 administer and enforce the Building Code for that portion of the town situated within their
20 respective boundaries. The governing body of any city, town or county may enter into an
21 agreement with another city, town, or county, upon such terms as such the governing body may
22 deem proper, for rendering aid to the local building department in such county, town, or city and
23 may prescribe the terms and conditions upon which such services may be provided.

24

1 Discussion Draft VHC Legislation

2 Substitute for HB 1934 and SB 1183

3 V6 by Chip Dicks

4 10/16/17

5 § 15.2-907. Authority to require removal, repair, etc., of buildings and other structures harboring
6 illegal drug use or other criminal activities.

7 A. As used in this section:

8 "Affidavit" means the affidavit sworn to under oath prepared by a locality in accordance with
9 subdivision B 1 a hereof.

10 "Controlled substance" means illegally obtained controlled substances or marijuana, as defined
11 in § 54.1-3401.

12 "Corrective action" means ~~the~~ (i)-taking of specific actions with respect to the physical buildings
13 or structures on such property steps which are reasonably expected to be effective to abate a
14 criminal drug blight on real property, including such as removal, repair or securing of any
15 building, wall or other structure, or (ii) changing specific policies, practices and procedures of
16 the property owner which are reasonably expected to abate criminal blight on real property. The
17 local enforcement official as defined in this section shall prepare an affidavit on behalf of the
18 locality that states specific actions on the part of the property owner that the locality believes are
19 necessary to abate the identified criminal blight on such real property and do not impose an
20 undue financial burden on the owner.

21 "Criminal activities" means any specific activities that would constitute a criminal act under
22 Chapter 8, Article 3 of Title 18.2 or a corresponding ordinance of a locality if a criminal charge
23 were to filed against the individual perpetrator of such criminal activity. (This is the commercial
24 sex trafficking, prostitution, article of the criminal code. Criminal activities within the authority
25 of this section are limited to this article).

26 "Criminal Drug blight" means a condition existing on real property which ~~tends to~~ endangers the
27 public health or safety of residents of a locality and is caused by the regular presence on the

28 property of persons; (j) under the influence of controlled substances or the regular use of the
29 property for the purpose of illegally possessing, manufacturing or distributing controlled
30 substances, or (ii) the regular use of the property for the purpose of engaging in criminal
31 activities as defined herein. Criminal blight shall be a civil proceeding in a court of competent
32 jurisdiction in the Commonwealth.

33 "Law Enforcement Official" means an official designated to enforce criminal activities within a
34 locality, or an agent of such law enforcement official. The law enforcement official shall
35 coordinate with the building or fire code official of the locality as otherwise provided under
36 applicable laws and regulations.

37 "Owner" means the record owner of real property.

38 "Property" means real property.

39 B. Any locality may, by ordinance, provide that:

40 1. The locality may require the owner of real property to undertake corrective action, or the
41 locality may undertake corrective action, with respect to such property in accordance with the
42 procedures described herein:

43 a. The locality shall execute an affidavit, citing this section, to the effect that (i) criminal drug
44 blight exists on the property and in the manner described therein; (ii) the locality has used
45 diligence without effect to abate the criminal drug-blight; and (iii) the criminal drug-blight
46 constitutes a present threat to the public's health, safety or welfare.

47 b. The locality shall then send a notice to the owner of the property, to be sent by: (i) certified
48 mail, return receipt requested, (ii) hand delivery or (iii) overnight delivery by a commercial
49 service or the United States Postal Service, to the last address listed for the owner on the
50 locality's assessment records for the property, together with a copy of such affidavit, advising
51 that (i) the owner has up to 30 days from the date thereof to undertake corrective action to abate
52 the criminal drug-blight described in such affidavit and (ii) the locality will, if requested to do
53 so, assist the owner in determining and coordinating the appropriate corrective action to abate
54 the criminal drug-blight described in such affidavit. If the owner notifies the locality in writing

55 within the 30-day period that additional time to complete the corrective action is needed, the
56 locality shall allow such owner an extension for an additional 30-day period to take such
57 corrective action.

58 c. If no corrective action is undertaken during such 30-day period, or such extension as is
59 granted by the locality, the locality shall send by certified mail, return receipt corrected an
60 additional notice to the owner of the property, at the address stated in the preceding subdivision,
61 stating ~~that:~~ (i) the date on which the locality may commence corrective action to abate the
62 criminal drug-blight on the property, or (ii) the date on which the locality may commence legal
63 action in a court of competent jurisdiction to obtain a court order to require that the owner take
64 such corrective action or if the owner does not take such corrective action, a court order to
65 revoke the certificate of occupancy for such property, which date shall be no earlier than 15
66 days after the date of mailing of the notice. Such additional notice shall also reasonably describe
67 the corrective action contemplated to be taken by the locality. Upon receipt of such notice, the
68 owner shall have a right, upon reasonable notice to the locality, to seek judicial equitable relief,
69 and the locality shall initiate no corrective action while a proper petition for relief is pending
70 before a court of competent jurisdiction.

71 2. If the owner of the real property subject to this section is operated as a hotel or motel, or other
72 transient lodging for less than 90 days as referenced in § 55-248.3:1, such property has been
73 declared by the locality to be in state of criminal blight and such owner declines a written
74 request of the locality to provide a copy of the guest registry, the locality may request an
75 inspection warrant for such records under §36-105,

76 3. 2- If the locality undertakes corrective action with respect to the property after complying
77 with the provisions of subdivision B 1, the costs and expenses thereof shall be chargeable to and
78 paid by the owner of such property and may be collected by the locality as taxes are collected.

79 4. 3- Every charge authorized by this section with which the owner of any such property has
80 been assessed and which remains unpaid shall constitute a lien against such property with the
81 same priority as liens for unpaid local real estate taxes and enforceable in the same manner as

82 provided in Articles 3 (§ 58.1-3940 et seq.) and 4 (§ 58.1-3965 et seq.) of Chapter 39 of Title
83 58.1.

84 C. If the owner of such property takes timely corrective action pursuant to such ordinance, the
85 locality shall deem the criminal drug-blight abated, shall close the proceeding without any
86 charge or cost to the owner and shall promptly provide written notice to the owner that the
87 proceeding has been terminated satisfactorily. The closing of a proceeding shall not bar the
88 locality from initiating a subsequent proceeding if the criminal drug-blight recurs.

89 D. Nothing in this section shall be construed to abridge, diminish, limit or waive any rights or
90 remedies of an owner of property at law, or any permits or vested rights the owner may have
91 under Chapter 22 of Title 15.2. or in equity. An owner who in good faith takes corrective action
92 as defined in this section and despite such action, the specific criminal blight identified in the
93 affidavit of the locality persists, shall be deemed in compliance with this section. Further, if a
94 tenant in a rental dwelling unit, or a tenant on a manufactured home lot, is the cause of criminal
95 blight on such property and the owner in good faith takes legal action as otherwise authorized
96 by the Code of Virginia against such tenant, such owner shall be deemed in compliance with
97 this section.

98 § 36-105. Enforcement of Code; appeals from decisions of local department; inspection of
99 buildings; inspection warrants; inspection of elevators; issuance of permits.

100 A. Enforcement generally. Enforcement of the provisions of the Building Code for construction
101 and rehabilitation shall be the responsibility of the local building department. There shall be
102 established within each local building department a local board of Building Code appeals whose
103 composition, duties and responsibilities shall be prescribed in the Building Code. Any person
104 aggrieved by the local building department's application of the Building Code or refusal to grant
105 a modification to the provisions of the Building Code may appeal to the local board of Building
106 Code appeals. No appeal to the State Building Code Technical Review Board shall lie prior to a
107 final determination by the local board of Building Code appeals. Whenever a county or a
108 municipality does not have such a building department or board of Building Code appeals, the

109 local governing body shall enter into an agreement with the local governing body of another
110 county or municipality or with some other agency, or a state agency approved by the
111 Department for such enforcement and appeals resulting therefrom. For the purposes of this
112 section, towns with a population of less than 3,500 may elect to administer and enforce the
113 Building Code; however, where the town does not elect to administer and enforce the Building
114 Code, the county in which the town is situated shall administer and enforce the Building Code
115 for the town. In the event such town is situated in two or more counties, those counties shall
116 administer and enforce the Building Code for that portion of the town situated within their
117 respective boundaries.

118 B. New construction. Any building or structure may be inspected at any time before completion,
119 and shall not be deemed in compliance until approved by the inspecting authority. Where the
120 construction cost is less than \$2,500, however, the inspection may, in the discretion of the
121 inspecting authority, be waived. A building official may issue an annual permit for any
122 construction regulated by the Building Code. The building official shall coordinate all reports of
123 inspections for compliance with the Building Code, with inspections of fire and health officials
124 delegated such authority, prior to issuance of an occupancy permit. Fees may be levied by the
125 local governing body in order to defray the cost of such enforcement and appeals.

126 C. Existing buildings and structures.

127 1. Inspections and enforcement of the Building Code. The local governing body may also
128 inspect and enforce the provisions of the Building Code for existing buildings and structures,
129 whether occupied or not. Such inspection and enforcement shall be carried out by an agency or
130 department designated by the local governing body.

131 2. Complaints by tenants. However, upon a finding by the local building department, following
132 a complaint by a tenant of a residential dwelling unit that is the subject of such complaint, that
133 there may be a violation of the unsafe structures provisions of the Building Code, the local
134 building department shall enforce such provisions.

135 3. Inspection warrants.

136 A. If the local building department, receives a complaint that a violation of the Building Code
137 exists that is an immediate and imminent threat to the health or safety of the owner, tenant, or
138 occupants of any building or structure, or the owner, occupant, or tenant of any nearby building
139 or structure, and the owner, occupant, or tenant of the building or structure that is the subject of
140 the complaint has refused to allow the local building official or his agent to have access to the
141 subject building or structure, the local building official or his agent, may make an affidavit
142 under oath before a magistrate or a court of competent jurisdiction and request that the
143 magistrate or court grant the local building official or his agent, an inspection warrant to enable
144 the building official or his agent, to enter the subject building or structure for the purpose of
145 determining whether violations of the Building Code exist. After issuing a warrant under this
146 section, the magistrate or judge shall file the affidavit in the manner prescribed by § 19.2-54.
147 After executing the warrant, the local building official or his agents shall return the warrant to
148 the clerk of the circuit court of the city or county wherein the inspection was made. The local
149 building official or his agent shall make a reasonable effort to obtain consent from the owner,
150 occupant, or tenant of the subject building or structure prior to seeking the issuance of an
151 inspection warrant under this section.

152 B. If the owner of a hotel or motel, or other transient lodging for less than 90 days as referenced
153 in § 55-248.3:1, has failed to take corrective action under a local ordinance to abate criminal
154 blight as authorized under §15.2-907, a local law enforcement official may make an affidavit
155 under oath before a magistrate or a court of competent jurisdiction and request that the
156 magistrate or court grant the local law enforcement official an inspection warrant to enable the
157 local law enforcement official, to enter the subject building or structure for the purpose of
158 determining whether the property is in a state of criminal blight under §15.2-907 or to obtain a
159 copy of the guest registry. After issuing a warrant under this section, the magistrate or judge
160 shall file the affidavit in the manner prescribed by § 19.2-54. After executing the warrant, the
161 local law enforcement official shall return the warrant to the clerk of the circuit court of the city
162 or county wherein the inspection was made. The local law enforcement official shall make a

163 reasonable effort to obtain consent from the owner, occupant, or tenant of the subject building or
164 structure prior to seeking the issuance of an inspection warrant under this section.

165 4. Transfer of ownership. If the local building department has initiated an enforcement action
166 against the owner of a building or structure and such owner subsequently transfers the
167 ownership of the building or structure to an entity in which the owner holds an ownership
168 interest greater than 50 percent, the pending enforcement action shall continue to be enforced
169 against the owner.

170 5. Elevator, escalator, or related conveyance inspections. The local governing body shall,
171 however, inspect and enforce the Building Code for elevators, escalators, or related
172 conveyances, except for elevators in single- and two-family homes and townhouses. Such
173 inspection shall be carried out by an agency or department designated by the local governing
174 body.

175 6. A locality may require by ordinance that any landmark, building or structure that contributes
176 to a district delineated pursuant to § 15.2-2306 shall not be razed, demolished or moved until the
177 razing, demolition or moving thereof is approved by the review board, or, on appeal, by the
178 governing body after consultation with the review board unless the local maintenance code
179 official consistent with the Uniform Statewide Building Code, Part III Maintenance, determines
180 that it constitutes such a hazard that it shall be razed, demolished or moved.

181 For the purpose of this subdivision, a contributing landmark, building or structure is one that
182 adds to or is consistent with the historic or architectural qualities, historic associations, or values
183 for which the district was established pursuant to § 15.2-2306, because it (i) was present during
184 the period of significance, (ii) relates to the documented significance of the district, and (iii)
185 possesses historic integrity or is capable of yielding important information about the period.

186 7. Fees may be levied by the local governing body in order to defray the cost of such
187 enforcement and appeals. For purposes of this section, "defray the cost" may include the fair and
188 reasonable costs incurred for such enforcement during normal business hours, but shall not
189 include overtime costs unless conducted outside of the normal working hours established by the

190 locality. A schedule of such costs shall be adopted by the local governing body in a local
191 ordinance. A locality shall not charge an overtime rate for inspections conducted during the
192 normal business hours established by the locality. Nothing herein shall be construed to prohibit
193 a private entity from conducting such inspections, provided the private entity has been approved
194 to perform such inspections in accordance with the written policy of the maintenance code
195 official for the locality.

196 D. Fees may be levied by the local governing body to be paid by the applicant for the issuance
197 of a building permit as otherwise provided under this chapter, however, notwithstanding any
198 provision of law, general or special, if the applicant for a building permit is a tenant or the
199 owner of an easement on the owner's property, such applicant shall not be denied a permit under
200 the Building Code solely upon the basis that the property owner has financial obligations to the
201 locality that constitute a lien on such property in favor of the locality. If such applicant is the
202 property owner, in addition to payment of the fees for issuance of a building permit, the locality
203 may require full payment of any and all financial obligations of the property owner to the
204 locality to satisfy such lien prior to issuance of such permit. For purposes of this subsection,
205 "property owner" means the owner of such property as reflected in the land records of the circuit
206 court clerk where the property is located, the owner's agent, or any entity in which the owner
207 holds an ownership interest greater than 50 percent.

208

Yearbook Committee Report

November 2017

Committee Members:

Ron Bladen

John Seay

Richard Grace

Anthony McMahan

The Yearbook Committee has been working the last few months to coordinate and prepare to start contacting our yearbook advertisers. We have updated several of the forms we use to change the contact information, the location of the event, and the new fees.

As many of you know Jane Fitzgerald is our designer for the yearbook. I have stayed in contact with Jane and let her know that anything she needs done just let us know and we will make it happen. I personally applaud her for the work she did last year pretty much by herself. Reaching out to the advertisers, coordinating all of the information, and doing all of the work in a reduced amount of time would be an almost impossible task. Jane has let us know that all of the ads will now be in color! Another perc for our advertisers.

I also want to thank John Seay for his help with the Yearbook. John has been taking many of the photos that are used in the Yearbook. He is also a great voice of reason for the committee. He brings back memories of an old supervisor I had years that would always remind me to use the "KISS" method to approach things. John thank you for the level thinking you bring to the group and the great photos!

We are currently in the process of contacting our advertisers for this year. If any of the membership knows of anyone who would like to advertise in our yearbook this year please provide them with a copy of our 2018 Advertisers Form (copy attached). I will also ask Skip to place the form on our website. If potential advertisers are curious they can check out previous additions of the yearbook on our website at www.vpmia.org.

If anyone has any good information or photos they think should be in the yearbook feel free to let us know and we will take a look at what you have. If anyone has any questions feel free to let us know.

Thanks,

Anthony V. McMahan

District I Director and Yearbook CO-Chair

anthony.mcmahan@fairfaxcounty.gov

2018 Advertisers Application Form

Fill this form out today to secure a space in
VPMIA's 2018 Yearbook



- 1) Select your ad size.
- 2) Contact Jane Fitzgerald at jane@fitzart-d.com.
- 3) Submit your ad to Jane.
- 4) Fill out/return this form with payment (use the address below).

**Pricing now includes full-color
for all ad sizes**

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<input type="checkbox"/>	1/4 page ad	110.00	3.5" x 4.875"
<input type="checkbox"/>	1/8 page ad	65.00	3.5" x 2.25"

*with bleeds, 8.625 x 11.25"

ADVERTISER CONTACT INFORMATION:

Name of Advertiser's Company _____

Contact name _____ Phone (best way to contact) _____

Email _____

Address _____

City _____ State _____ Zip Code _____

GENERAL INFORMATION for the 55th VPMIA School of Instruction

PLACE: Natural Bridge Conference Center — 15 Appledore Lane, Natural Bridge, VA 24578

DATES: April 4 through 6, 2018

(PDFs of previous Yearbooks are available at www.vpmia.org)

MARCH 1, 2018 = AD Placement deadline.

Commit now by sending an email reply to
Jane Fitzgerald: jane@fitzart-d.com
with a CC to Anthony McMahan:
anthony.mcmahan@fairfaxcounty.gov.

Send your ad's electronic file to jane@fitzart-d.com.
Preferred ad format: hi-res PDF for print (in CMYK).

Questions: Contact Jane Fitzgerald by email
(jane@fitzart-d.com), or phone (703-798-9478--mobile).

MAKE CHECK PAYABLE TO:

The Virginia Plumbing and Mechanical
Inspectors Association (VPMIA)

MAIL FORM/PAYMENT TO:

VPMIA
Anthony McMahan, *Co-Chair*
Advertising and Yearbook Committee
12055 Government Center Parkway, Suite 307
Fairfax, VA 22035

Please include a copy of your ad for reference.

VPMIA USE ONLY

Name on check: _____

Date received: _____

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www.vpmia.org

VPMIA 2018 SCHOOL OF INSTRUCTION TABLETOP REGISTRATION

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ Email: _____

Phone Number: _____ Fax: _____

Number of Tables: _____ Dates of Exhibit: _____

Number of company representatives attending: _____

(\$50 per individual/per day if more than one company representative attends)

Name of Attendees: _____

Check this box if you plan to pay on arrival. (Pre-registration is required. Registration must be received by 3/19/2018. If you do not pre-register we cannot guarantee space will be available for your display.)

Check this box if your organization is interested in sponsoring a refreshment break.

Tabletop registration fee \$200.00

Additional attendees @ \$50 per day per person _____

Total amount enclosed or to be paid on arrival _____

Please return the Tabletop Registration form with payment to:

Anthony McMahan, VPMIA Yearbook Committee Co. Chair

12055 Government Center Parkway, Suite 307

Fairfax, Virginia 22035-5500

Email: anthony.mcmahan@fairfaxcounty.gov

Phone: (703)-324-1086

Natural Bridge Conference Center
15 Appledore Lane Natural Bridge, VA 24578
April 4th-April 6th