

# VPMIA Boards of Directors Meeting

October 22, 2021



# Table of Contents

## Meeting Agenda

## Officer Reports

Secretary (Dennis Hart):

Treasurer (Fred Crowell):

Executive Secretary (Chris Martin):

## Ex-Officio Committee Reports

ICC:

ICC Region VII:

DHCD:

DPOR:

## Standing Committees Reports

Advertising/Yearbook (Vacant):

Auditing (Anthony McMahan):

Bylaws (Dustin McLehane):

Awards (Tom Clark):

Certification/Education (Anthony McMahan):

Information Technology (Jane Kim):

Nominating (Tom Clark):

Legislative (Ron Clements):

Plumbing/Mechanical/Fuel Gas (Richard Grace):

Time and Place/School of Instruction (Bob Adkins):

## Ad Hoc Committees

BCAAC (Randy Pearce):

Building Safety Month (Tom Clark):

VCEC (Dustin McLehane):

VBCOA Liaison (David Beahm):

High School TTP(Vacant)

**VPMIA Board of Directors Meeting Agenda**  
**Virtual Meeting (Teams) October 22, 2021**

**10:am-2:00pm**

Pledge of Allegiance

Approval of Agenda

Determination of Quorum

Report of Officers:

Secretary (Dennis Hart):

Treasurer (Fred Crowell II):

Executive Secretary (Chris Martin)

Ex-Officio Committee Officers:

**ICC:**

**ICC Region VII:**

**DHCD:**

**DPOR:**

Standing Committees:

Advertising/Yearbook (Vacant):

Auditing (Anthony McMahan):

Awards (Randy Pearce):

Bylaws (Dustin McLehaney)

Certification/Education (Skip Harper)

Finance (Dennis Hart):

Information Technology (Jane Kim):

Nominating (James Anjam):

Legislative (Ron Clements):

Membership (Chris Martin):

Nominating (James Anjam):

Plumbing/Mechanical/Fuel Gas (Richard Grace):

Time and Place/ School of Instruction (Bob Akins):

Ad HOC Committees:

BCAAC (Randy Pearce)

Building Safety Month (Tom Clark):

VCEC (Dustin McLehaney):

VBCOA Liaison (David Beahm):

Old Business: MS Teams Account for VPMIA

New Business:

1. Virginia Governors Housing Conference November 10-12.
2. April SOI & General Membership Meeting, planning & education program, scholarships
3. Next BOD Meeting, should it be in person or not?

Other Business:

Adjourn

# VPMIA Board of Directors Meeting

October 22nd, 2021

## List of Attendees

1. Dennis Hart
2. Alan Boswell
3. James Anjam
4. Chris martin
5. Bob Adkins
6. Ron Clements
7. Ellis McKinney
8. Gary
9. Richard Grace
10. Paul Hickman
11. Jeff Brown
12. Jonathan Sargeant
13. Jane Kim
14. Vic Hines
15. David Beahm
16. Tom Clark

## **VPMIA Board of Directors Meeting Minutes**

**October 22, 2021**

President Ellis McKinney opened the meeting on how he attended the VBCOA conference. He stated that it was a success and there was a good turnout.

President Ellis McKinney asked if there was a quorum. Secretary Dennis Hart said there was not a quorum at this time and the meeting continued.

Ellis spoke for Treasurer Frederick Crowell on his report. The report is attached.

Secretary Dennis Hart spoke. He gave thanks for the support Kaylin and his family. Kaylin was Dennis Hart's daughter who passed away on December 26<sup>th</sup>. VPMIA graciously donated \$500 to help pay for expenses. Quorum was established at this time. A vote moved forward and the meeting minutes from the previous BOD meeting were approved.

Mr. McKinney asked if there was anyone at the ICC Conference who would like to report. Vic Hines gave thanks for the scholarship to the ICC Conference in Pittsburgh. Mr. McKinney gives thanks for the support from Mr. Hines and the VPMIA was happy to assist. Richard Grace mentions he attended the hearings and speaks on how the public comment hearings were a successful round for the VPMIA/VBCOA PMG Committee. Richard gave his PMG report and mentioned that there is a lot of information brought up that could change the position of the committee. Mr. Grace noted that some positions may have changed due to this. He states he believes the committee had the best interests of the committee at heart. Richard is compiling a list of important code changes that the committee thinks that are important so voting members can vote for the government consensus vote. He will have that information out in the next few days.

Vernell Woods is the DPOR representative for VBCOA. Mr. McKinney spoke to him at the VBCOA conference and Vernell has volunteered to be the VPMIA representative as well. President McKinney has accepted his offer and appointed him to the position.

President McKinney says if you have a report, just go ahead and state you have a report, if not it will be assumed that there is no report, and we will move on to the next item on the agenda.

Advertising and yearbook – Anthony was the committee chair but a new chair is needed. Mr. McKinney asks for volunteers. Mr. Vic Hines volunteers to help with sales work but is not interested in taking over the chair position of the committee. President McKinney accepts the offer from Mr. Hines. Anthony McMahan notes he has stepped down from this position due to conflicts with other responsibilities. Anthony notes that the process for the yearbook must start now because it is a long and arduous process. President McKinney will follow up in the next meeting after he appoints a new chair to the committee.

Auditing – Anthony McMahan states the audit was good. The books have been transferred to the new treasurer. It was noted there was an issue with QuickBooks and the updated software has been acquired.

Education – District 1 Director Paul Hickman and Vice President Anthony McMahan are coordinating with the Joyce Agency to do a cross connection/plumbing update class for them. This is going to tie into

the new requirement that VDH requires cross connection testers/installers to be certified through the state of Virginia (DPOR).

Ellis asked Randy Pearce to chair the awards committee and Mr. Pearce has accepted.

By-Laws – No report.

DHCD – Jeff Brown gives the DHCD report. He speaks on how VA is beginning the 2021 code change proposal process. Proposals are currently being accepted in VA CDP Access. In the past proposals have been accepted throughout the entire process. There is a proposal that code changes will only be accepted in the proposed phase and not the final phase. This will prevent in doing processes twice and will streamline the VA proposal process. Previously it was permitted to propose a change in the final phase. This proposal, while not approved yet, will likely be approved. Code change proposals will be accepted through April but possibly be extended to May because of the VA General Assembly session and any conflicts that may arise from those meetings. Workgroup meetings to discuss proposals will likely be in March or April. If any issues with CDPVA reach out to DHCD staff or Jeff Brown directly. DHCD is changing from a workgroup 1,2,3 and 4 format. They will be spread out per discipline. This will prevent having to sit through other topics until your own topic comes up. This is possible because all the workgroup meetings will be virtual. VDH has been working on draft regulations for rainwater reuse, primarily focusing on potable reuse. VDH wants to add in non-potable use as well, which Mr. Brown brought up concerns. If VDH wants to have their own regulations for non-potable use which is already in the USBC, then there needs to be coordination. Mr. Brown Notes we either needs to work under USBC or have a memorandum of agreement in place. VDH plans on taking these regulations to their health board in December. There will be more information to come on this process. Reach out to Jeff Brown with any questions. Mr. Grace mentions that he is in a jurisdiction that deals with a lot of non-potable rainwater harvesting systems, and there is concern. Right now, we have Chapter 13 but a lot of rainwater harvesting systems don't fall under chapter 13, which is why we supported ICC standard 805 for rainwater harvesting systems. Most of the ones he has seen have complied with an ICC 805 system. The question arises, is VDH going to enforce compliance with that standard? Mr. Brown mentions they are pulling the information including tables from the documents, but more information will be provided once it is available. Anthony talks about his experience in a small jurisdiction, and notes on how VDH has downsized staff and has pushed out well inspections, etc. out to RDP's who are less qualified. Notes he doesn't want VDH to get into a position where they aren't looking at it and that code enforcement officers are going to get must inspect and review these items for compliance. It is also stated that code enforcement staff do not check for water quality at this time. Mr. McMahan cautions VDH to not make a bunch of rules they cannot enforce. Who will make sure they are maintained in the future? This could be a public safety issue. Richard Graves states he is 100 percent against us being the regulatory agency that regulates potable water.

Finance committee – Dennis Hart is not the chair; Ellis is standing in until a committee chair is appointed. No report.

IT – No report.

Time and Place – Bob Adkins is the chair for the committee. Ellis sent Bob and the BOD info on the Spring SOI at the Sheraton in Virginia Beach from April 4-6. Ellis asks if the contract brought forward is like what was paid for previous SOI's. Ellis notes that we voted to agree to have the next SOI in VA

Beach instead of moving them around district to district. There was a vote via email that everyone was in favor of the proposal for the VA Beach SOI. This vote passed. Mr. Adkins notes we will go over particulars for education and to determine who sponsors will be for the Spring SOI. James Anjam asks how much we will charge the members to attend this. The previous amount was \$175 last SOI. After discussion between board members and a vote the price for registration for the 2022 Spring SOI was set at \$175. After discussion on the menu and what would be the meal for the banquet, it was decided to do brisket. Anthony talks about how he would like to give the membership something nice for sticking through with us through the pandemic.

There was a thorough conversation on the yearbook. It was asked if we plan to do a yearbook by Mr. McMahan to President McKinney and he said yes. Discussions commence on whether to continue with the yearbook and in what format, whether it will be paper or digital or possibly both. Anthony notes that there needs to be content, not just ads. Jane Fitzgerald previously did the yearbook for VPMIA, and there was conversation about using her again or finding an alternative, whether it's within the organization or outside of the organization. Mr. McKinney will contact Jane to see what her status is. It is noted that we break even on the yearbook typically and that registration pays for the conference and if anything is left over that will be factored into the gift to membership. The yearbook conversation will continue at the next BOD meeting in early December. Tom Clark mentions about doing a raffle for the conference.

#### Ad Hoc Committees –

VBCOA – David Beahm speaks on behalf of the VBCOA. Mr. Beahm mentions the dates for the spring event in March. The VBCOA conference went well in VA Beach. They will be returning to the same hotel in 2023. VBCOA will meet for the next BOD meeting in Charlottesville. The conference next year will be in Williamsburg in September.

Building Safety Month – No report.

Legislative – No report from Ron Clements, waiting on outcome of election to see how it effects our strategies moving forward.

ICC Region 7 – David Beahm - Meeting will be in person in Hagerstown on January 13 and 14<sup>th</sup>.

President Ellis McKinney will be representing VPMIA at the Governor's Housing Conference in November. He is coordinating with Tom Clark to get items to hand out at table at the conference. Tom Clark is also in possession of the banner and a sign as well.

Ellis asks if we will be able to use an ICC voucher for the training for SOI. Mr. McMahan notes that we have a voucher for 2021 still. We used the 2020 voucher this current year for the last VPMIA virtual training event. The ICC extended the use of that voucher due to the Covid pandemic. We will also get a new voucher for 2022. There is a chapter report that needs to be completed to receive the voucher. Ellis McKinney will fill out the necessary information on the ICC website to receive the voucher. If we are unable to use the 2021 voucher for next year, we may be able to get a training together for later this year before it expires.



After discussion, the next BOD meeting will be held on December 3<sup>rd</sup>. Some of the items that need to be discussed are the Spring SOI and the yearbook. Anthony McMahan that notes we could try to have some education offered on December 3<sup>rd</sup> at the BOD meeting as well.

Richard Grace makes a PSA – Speaks on a Pexel gas pipe. Their representatives are attempting to speak to jurisdictions individually to get approval for this product. This product is plastic and intended to be installed indoors. The code does not allow this. The gas pipe is also not listed and doesn't have a valid ES report. Richard Grace was clear that the product is not compliant, and the BOD agrees. A notice will be posted to the website with more information about the product and what to look for. The manufacture states that there is a statewide approval from DHCD which is not accurate, and the state does not issue statewide approvals. It was recommended to the manufacturer that they go through the approval process through the code change process.

Meeting adjourned 12pm.

# Treasurer's Report

10/22/2021



**Checking Account – \$53,895.68**

**Credit Card Balances - \$0**

- **The PayPal account currently has a balance of \$4,939.42, Membership renewal \$80.00 and GoFundMe for Kaylin \$500.00**
- **Checks received for membership renewals. \$80.00 deposited into the checking account.**
- **A new recurring fee of \$12.50 is being withdrawn from the credit card monthly for a Microsoft 365/Microsoft Teams account.**
- **Constant Contact an email marketing additive \$168 yearly subscription with a recurring annual fee.**
- **ICC Conference Pittsburgh Sponsorships \$1780.00**
- **Virginia Governors Housing Conference \$500.00**
- **QuickBooks online update \$199**

**Fred Crowell  
Treasurer, VPMIA**

From: Executives Secretary's Report

Date: 10/20/21

Reference: October 22, 2021 Board of Directors Meeting

To: Dennis Hart, VPMIA Secretary

The Following is a report of Membership and 2021 Dues.

**Active Membership List**-----322

Lifetime Members-----27

Honorary Members-----4

Retired Members-----2

Retired Members Paid Dues-----2

Members Not Paid 2021 Dues-----117

Active Members Paid 2021 Dues-----205

**Associate Membership List**-----41

Lifetime Members-----12

Members Not Paid 2021 Dues-----33

Associate Members Paid 2021 Dues-----8

**New Active Members:**

**New Associate Members:**

1. Juan Rojas - Plumbing Engineer with Integral Group

**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](mailto:cmmartin@arlingtonva.us)**

Thank You,

Christopher M. Martin

VPMIA Executive Secretary

## **DHCD Report (10/22/21)**

**ICC PRESIDENT:** Cindy Davis, Deputy Director of Building and Fire Regulations, was elected president of the ICC Board of Directors at the ICC Annual Business meeting in Pittsburgh in September. Congratulations Cindy!

**RATING THE STATES 2021 (IBHS):** IBHS's Rating the States report evaluates the 18 states along the Atlantic and Gulf coasts, all vulnerable to catastrophic hurricanes, based on building code adoption, enforcement, and contractor licensing. Virginia was ranked #2 in the 2021 report, scoring only ONE point behind Florida. Virginia was described as having "one of the strongest code enforcement programs among the group".

**FEMA 2020 BRIC GRANT:** We are expecting to receive a BRIC grant approval letter from FEMA before the end of the year. The BRIC grant will provide funding to provide ICC's "When Disaster Strikes" training to code enforcement personnel throughout the state, as a first step towards developing a statewide disaster response network. Training with VBCOA regions is expected to be scheduled throughout 2022.

DHCD has also been having regular discussions with VDEM regarding building code mitigation efforts and opportunities. As a result, DHCD will have a seat at the table in the development of the Virginia Hazard Mitigation Plan, which is updated every five years. We will continue to look for grants to support the efforts of local building departments.

**ICC IECC RESIDENTIAL CONSENSUS COMMITTEE:** Richard Potts (SBCO Code Development and Technical Support Administrator) has been appointed to the Residential Consensus Committee for the development of the International Energy Conservation Code. Paul Messplay (SBCO Code & Regulation Specialist) has been named as an alternate.

**NEW INFORMATIONAL DOCUMENTS:** The following documents have recently been published on our [Informational Documents and Publications](#) web page in an effort to provide additional information and answers to some frequently asked questions:

- [Tiny Houses](#)
- [Accessory Dwelling Units](#)
- [SFPC vs IFC](#)

## CODE DEVELOPMENT

- The 2018 final regulations were approved by the Board of Housing at their Dec. 14th meeting and were published in the Virginia Register of Regulations on March 1st, with an effective date of July 1st.
- The custom versions of the I-Codes that incorporate the Virginia amendments have been published by the International Code Council (ICC) and are now available for ordering. The digital versions of the 2018 Virginia code books are also available on [ICC's website](#).
- All proposals, including workgroup recommendations, public comments, Board decisions, and other related information from the 2018 Code Development Cycle can be viewed in [cdpVA](#).

## 2021 VIRGINIA CODE UPDATE CYCLE

- The Board of Housing and Community Development will be considering Notices of Intended Regulatory Action (NOIRAs) for the 2021 Code Development Cycle at their meeting on October 25th. We expect NOIRAs for the USBC, SFPC, AVDR and IBSR to be published in the Virginia Register on November 22, 2021.
- The Board will also be considering a policy at their October 25th meeting, that will be a significant improvement to the code development process. The policy will limit submission of new code change proposals to the proposed phase. The final phase of the process will be reserved for any necessary editorial corrections to the proposed regulations, so no additional workgroup meetings will be necessary during the final phase.
- A tentative 2021 Code Development Cycle Schedule, as well as other important details and information, will be posted in [cdpVA](#) after the Board meets on October 25th.
- We officially opened [cdpVA](#) on October 1st, for submission of code change proposals for the 2021 Code Development Cycle. We encourage everyone to start thinking about code changes now and plan to submit any code change proposals early in the proposed phase.
- First meetings of the General Stakeholder Workgroups, to begin reviewing code change proposals, are anticipated to be in February or March. We are planning for the General Stakeholder Workgroups to meet three times during the proposed phase, with the final set of meetings to be held about 30 days after the final proposal submission deadline.
- The online code development system, [cdpVA](#), will continue to be utilized to submit and track code change proposals and as the primary source for other important information related to the process including meeting information. We encourage you to check [cdpVA](#) regularly for the most up to date information, as the schedule is tentative and may change.

- We have tentatively set April 1, 2022 as the deadline for submission of code change proposals for the 2021 Code Development Cycle.
- Study Groups on In-Building Emergency Communications, Residential Sprinklers and [Public Building Safety & Security](#) (Active Shooter or Hostile Threats) are being convened and will begin meeting in November.
- For the 2021 Code Development Cycle Sub-Workgroups on Energy, Resiliency and the Statewide Fire Prevention Code (SFPC) will meet throughout the proposed phase to review and make recommendations on proposals. The Sub-Workgroups will begin meeting in early 2022 ahead of the first General Stakeholder Workgroup meetings.

**VIRGINIA RESIDENTIAL ENERGY CODE IMPLEMENTATION RESOURCES:** DHCD collaborated with Viridiant and the Southeast Energy Efficiency Alliance (SEEA) to develop several resources to aid in implementation of 2015 energy provisions for residential structures. These very helpful Virginia Energy Code Resources are now available and you can find the link to them by visiting the DHCD booth in the exhibit hall: <https://www.viridiant.org/virginia-residential-energy-code-resources/>

**AMUSEMENT DEVICE INSPECTION STICKERS:** The 2021 amusement device inspection stickers are now available. Please contact Jeanette Campbell at [jeanette.campbell@dhcd.virginia.gov](mailto:jeanette.campbell@dhcd.virginia.gov) to request stickers.

**ANNUAL REPORT:** The [DHCD 2020 Annual Report](#) is available on our website.

### **CODE CHANGE TRAINING**

- The CCT modules are now available on the [VBCA Learning Center](#). If taking advantage of the self-paced training you are encouraged to log into your VBCA Learning Center account prior to starting the training modules to ensure your account is active and your login information is current. By logging into your Learning Center account early will ensure you do not experience a delay in accessing the training when you want to complete modules

### **CORE DEVELOPMENT**

- The Core class redevelopment continues. The subject matter expert workgroup meets regularly and has been making good progress in the redevelopment and design.
- The release of the redesigned Core is scheduled for November 16-19.

### **VBCA COURSES**

- Although there is an expressed desire to return to the in-person classroom, virtual classes will continue through the fall semester. We will keep you up to date on any changes to the delivery format as they become available.

- We have a couple of continuing education classes scheduled for the fall semester including:
  - Recently added a second session of Inspector Skills - November 4 (space is available)
  - Essential Skills for Rising Leaders - December 9
- Continue to visit the [Online Registration System](#) for more information about the upcoming certification and continuing education classes
- Please check the message board on the homepage of the Code Academy's [Online Registration System](#) regularly for updates and announcements.
- Before registering for any course, please take a moment to make sure your contact info and supervisor's contact info is correct in the [Online Registration System](#). This ensures that registration and certification approval requests go to the right person, and helps avoid registration and certification delays. When logging in you will see a new pop up screen giving account holders the opportunity to confirm or update contact information as needed.

### **SIGNIFICANT ONLINE REGISTRATION SYSTEM ENHANCEMENTS**

- A personal information update pop-up for registrations and certificate applications. When registering for a class or a certification, a pop-up window appears showing a snapshot of their profile, with options to update their profile information if needed. The user confirms their existing information prior to registering, which will significantly reduce the issues associated with incorrect user email and supervisor contact information.
- Additional fields added to the CE application upload screen allows users to upload multiple documents rather than having to scan all documents into one pdf prior to uploading.

### **OTHER CONTINUING EDUCATION (CE) DETAILS AND REMINDERS**

- Certificate holders whose last names begin with A-M were due to submit 16 hours of continuing education due May 1, 2022. First round of reminder notices will go out towards the end of the year.
- We encourage you to visit the DHCD website and ICC website for continuing education opportunities.
- For help with Continuing Education questions, instructions, and forms, refer to the Resources section of the DHCD Continuing Education webpage at [dhcd.virginia.gov > codes > Earn, Maintain, or Verify a Certification](https://www.dhcd.virginia.gov/codes/Earn_Maintain_Verify_a_Certification) (in the *orange Code Academy section*) > *Continuing Education* or <https://www.dhcd.virginia.gov/continuing-education>

### **DHCD NOTIFICATION REMINDER**

- This is a reminder that the USBC/SFPC requires localities to notify DHCD when code officials are appointed or released and when technical assistants are employed or separated from employment. Notification requires:
  - By the appointing authority within 30 days of the appointment or release of a permanent or acting Building Code Official, Maintenance Official or Fire Code Official
  - By the code official within 60 days of the employment of, contracting with or termination of all Building Code Technical Assistants, Maintenance Code Technical Assistant or Fire Code Technical Assistants

## **STAFF UPDATES**

- DHCD welcomes Krista Artis, our new training coordinator. Krista will be handling certification and CE applications as well as managing the registration process and class logistics. She can be reached at [krista.artis@dhcd.virginia.gov](mailto:krista.artis@dhcd.virginia.gov) .
- BFR is excited to announce that Jeanette Campbell has joined the team as the new Administrative Assistant.
- DHCD is currently accepting applications for the position of Southwest Virginia Code and Regulation Specialist in the State Building Codes Office. The position is currently posted [here](#).

As always, do not hesitate to contact our office with any questions or concerns:

State Building Codes Office: [sbco@dhcd.virginia.gov](mailto:sbco@dhcd.virginia.gov) or (804) 371-7150

Virginia Building Code Academy: [vbca@dhcd.virginia.gov](mailto:vbca@dhcd.virginia.gov) or (804) 371-7180