

**VPMIA  
2'nd Board of Directors  
Meeting Minutes  
August 20, 2010  
Charlottesville, VA**

**Attendees:**

Robert Adkins, Bane Compton, Paul Rimel, James Anjam, Curt Campbell, Leon Yoder, John Seay, Guy Tomberlin, Skip Harper, Paula Eubank, Dustin McLehaney, Rick Witt, Valrae Negley

President Adkins called the meeting to order at 10:10 AM

**Roll Call:**

A quorum was present with nine Board members in attendance. Article VIII, Section 2 of the By-Laws applies.

**Reports:**

**Secretary**

President Adkins called for a vote on the June 4, 2010 Board of Directors meeting minutes. A vote to accept the minutes was taken & the minutes were unanimously approved.

**Executive Secretary**

NTR

**Treasurer**

Paul Rimel distributed copies of the July 29, 2010 through August 20, 2010 Treasurer's report. The current balance in VPMIA's checking account is \$13,139.31. Paul notified the Board of Richard Grace's \$1,472.26 contribution to the Association. These donated funds were a portion of the proceeds from the Mechanical Ventilation Air class Richard presented in Dumfries, VA on June 8, 2010. Several members commented on the generous contribution & the Board directed Paul to draft a letter of appreciation & send it to Richard. Treasurer's report was accepted.

Guy Tomberlin suggested that a summary of VPMIA's finances be provided to the Board at 6 or 12 month intervals. There was discussion regarding whether VPMIA has developed a budget. Several members expressed their view that a budget had not been developed. The Treasurer noted that a budget was created in 2006 & is currently maintained by the Executive Secretary. Paul commented that the budget is sometimes not given due consideration when expenditures are discussed. It was noted that the Finance Director & Treasurer are standing members of the Finance Committee & that creation of the annual budget is the responsibility of that committee. President Adkins appointed Guy Tomberlin, James Anjam & John Seay as additional members of the Finance Committee & assigned the committee the task of reporting on the budget at a future meeting.

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**ICC**

Guy Tomberlin

- ICC has a new Webmaster
  - Organization is soliciting feedback from its members
  - Web survey link “Blueprint 2015”
    - Participants should agree or specify what is not agreed with
      - Some members have expressed interest in discounts on training & merchandise
- Charlotte, NC in October
  - Important vote on ratification of bylaw change
    - Each governmental member is allowed a single primary voting representative for the purpose of ratification
    - The bylaw change must pass by a 2/3 majority to be ratified
  - Confirm that the email address ICC has on record for you is correct
  - Financial assistance to attend hearings available from Energy Industry if applied for through your jurisdiction or code organization
  - Guy has contributed some campaign funds to the Sunday night social event
    - He will find out if those not paying the full registration fee may attend
- General Info
  - ICC's new Executive Director of Training & Certification is David DuFresne
  - Spring Code Hearings to be held each year in Dallas, TX until further notice
  - The Annual Meeting will rotate to different locations in the US each year
  - Ten new ICC Chapters have recently been formed

**ICC Region VII**

Rick Witt

- Next Meeting September 23-24
  - Location to be announced
  - Code change discussion on the 23'rd
  - Business meeting on the 24'th
    - Discussion planned regarding Region VII's chapter contribution

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**DHCD**

Paula Eubank

- 2009 Code Change Cycle
  - Adoption of 2009 codes expected in late 2010 or early 2011
  - DHCD is negotiating with ICC concerning printing VA editions of the codes
  - Proposed & Final Regulations are posted on DHCD's website
- 2009 Code Change Training
  - Code change training will be offered in two formats
    - Limited offering of live classroom training
      - 4 -6 times in different areas of the state
    - Computer based training
      - Training may be completed individually or as a group
      - Students will be required to answer multiple choice questions as they go
- Joint Conference
  - Technical code update modules will be offered on Monday & Tuesday
  - Administrative code update module will be offered on Wednesday morning
- 2011 VA Building Code Academy training schedule to be posted on DHCD's website between mid Sept. – early Oct.
  - Schedule will reflect a reduction in the number of training modules offered
- New Permit Tech Module will be offered at DPOR's Glen Allen office on Nov. 9'th & 10'th
  - Class is for commuters only
  - Lunch will be the only meal provided
- Go to DHCD's website & verify your training profile!
- DHCD tracks only one primary voting member of ICC from each jurisdiction
  - Designated Governmental Voting Members should contact ICC regarding their membership status & to confirm that they are listed on the official voting roster
- An Asbestos Workshop will be offered on September 21'st in Abington, VA
  - Will address common mistakes regarding abatement & disposal
  - There will be no charge for this training
- Jean Stanley has been hospitalized
  - Jean would appreciate your prayers, visits & phone calls

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**DHCD (cont.)**

Valrae Negley

- Third Party Training on the IBC to be offered in Charlottesville, VA
- There's currently a moratorium on adding anti-freeze to residential sprinkler systems
  - Is this enforceable by localities?
- Lead Based Paint
  - Building inspection departments are not required to confirm education requirement associated with contractor licensure.
  - Building inspection departments are encouraged to provide general information on lead based paint removal to the public & contractors
- Training on setup of Manufactured Housing offered by HUD
  - December 7, 2010 in Richmond
  - Five seats for local jurisdictions at no cost
    - Otherwise, registration is \$100.00 per person
- Sample form for Asbestos removal distributed
  - Form may be modified by owner or agent
  - Demolition of multiple residential buildings is considered commercial demolition & requires a report

**DPOR**

- Mike Redifer's term on the Board for Contractors has expired
- Doug Murrow is new DPOR Board Member representing VA Code Enforcement
  - VPMIA should contact Mr. Murrow & extend invitation to attend VPMIA functions
    - This would provide an excellent opportunity to network with VPMIA members

**BCCAC**

NTR

**Old Business**

- Guy Tomberlin suggested that VPMIA "get ahead of the curve" regarding DPOR approval for VPMIA to offer continuing education training to contractors
  - Guy noted this is an excellent way to generate revenue for the Association
- Discussion of VPMIA's ability to meet September deadline established by DPOR
  - Paul Rimel asked for Guy's assistance with the submittal process since Guy had handled this for the 2006 code update cycle
  - Guy stated everything will be submitted in one package
  - VPMIA members who are DHCD certified instructors, should contact Guy if they are interested in assisting with instruction of the code update classes for contractors

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**Old Business (cont.)**

- Discussion regarding content of the contractor code update training
  - The same 2009 PMG code update training developed by Jim Moore, Guy Tomberlin, & Paul Rimel for DHCD, will be submitted to DPOR for approval.
  - It was noted that instructor commentary will need to be expanded for the plumbing & HVAC classes, to ensure the minimum 3 hrs of contact time required by DPOR is provided
    - Plumbing- 3 hrs.
    - HVAC - 3 hrs.
    - Gasfitter - 1 hr.
- It was decided the responsibility for arranging dates, training locations, refreshments, etc. will be that of VPMIA's District Directors
  - Paul will contact District Directors to inform them of the Board's decision that they handle the details outlined above

**New Business**

- **Discussion regarding contribution to the Joint Conference**
  - Motion made by John Seay to contribute \$200.00 to the Joint Conference for hospitality event
    - Seconded by Curt Campbell
    - No further discussion
  - President Adkins called for a vote on the motion
    - A vote was taken
    - The motion carried
- **Discussion regarding letters of support for ICC candidates**
  - Those individuals requesting VPMIA endorsement are:
    - For President
      - Bill Dupler
      - Jimmy Brothers
    - For Secretary
      - Ron Piester
    - For Board of Directors
      - Guy Tomberlin
      - Stephen Jones
      - Jeff Whitney
      - Lynn Niblock
      - Dwayne Garriss
      - Alex Olszowy

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New Business (cont.)

- Motion made by Guy Tomberlin for VPMIA to send endorsement letters to ICC , for the individuals listed above
  - Seconded by Paul Rimel
  - Discussion regarding to whom the letters should be sent
  - The President will draft & send the letters
- President Adkins called for a vote on the motion
  - A vote was taken
  - The motion carried
  
- **Discussion regarding 50% reduction in cost of VPMIA merchandise**
  - In order to reduce inventory & generate revenue for the Association
  - A motion was made by Paul Rimel to reduce the cost of VPMIA merchandise by 50% at the Joint Conference
    - Seconded by John Seay
    - No further discussion
  - President Adkins called for a vote on the motion
    - A vote was taken
    - The motion carried
  
- **Discussion regarding a possible contribution to the Ladies Auxiliary**
  - To express VPMIA's thanks for assistance with registration at the Joint Conference
  - A motion was made by Rick Witt to contribute up to \$500.00 to the Ladies Auxiliary
    - Seconded by Curt Campbell
    - Discussion: Amount contributed is at the discretion of the Ladies Auxiliary President
      - Contribution not to exceed \$500.00
      - Monies to be used for meals, sight-seeing, souvenirs, etc.
  - President Adkins called for a vote on the motion
    - A vote was taken
    - The motion carried

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**Committee Reports**

Advertising/Yearbook

NTR

Auditing

NTR

Awards

John Seay

- Nomination form posted at [www.vpmia.org](http://www.vpmia.org)

By-laws

NTR

Certification/Education/Training

Paul Rimel

- VPMIA classes scheduled for the Joint Conference
  - Pipe Insulation
  - Rainwater Harvesting
  - Commercial Kitchen Ventilation
- DHCD to offer 2009 PMG code update training at the Joint Conference
  - Paul Rimel asked Paula Eubank if the PMG code update training to be offered at the Joint Conference will definitely count as DHCD approved code update training for inspectors
  - Paula responded that it would, but she could not confirm it will be recognized by DPOR at this time
- Discussion regarding retroactive approval of the 2009 PMG training offered at Graves Mtn. in July
  - Paula Eubank stated the training is still being reviewed by DHCD & she is hopeful it will eventually be recognized as approved code update training for inspectors
    - Paula noted the training will only be allowed to count as Continuing Education Training or Code Update Training, **but not both!**
- Discussion of circumstances surrounding miscommunication between DHCD & VPMIA regarding approval of the Graves Mtn. Training
  - All concerned parties acknowledged the unfortunate set of circumstances surrounding the misunderstanding & agreed to work toward more effective communication in the future

Finance

NTR

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Legislative

NTR

Membership & Website

Skip Harper

- Skip emphasized the need to scan in & out of meetings & classes
  - Paper sign-in sheets will no longer be provided
  - Those who do not scan in & out will not receive credit
  - There was discussion regarding how best to remind VPMIA members to scan in & out
- It was decided the President will draft a letter to the members, outlining the scanning requirements
  - The letter will be emailed to all those on VPMIA's group email list
  - Skip will assist Bob with the mass email
- The Executive Secretary has purged the membership roster as directed by the Board
  - In the process of developing an email contact list to include all paid members

Nominating

NTR

PMG

NTR

SOI

NTR

Resolutions

NTR

Time & Place

NTR

Other Business

NTR

Meeting Adjourned at 2:45

Respectfully Submitted,



Paul M. Rimel III, VPMIA Treasurer