

## VPMIA Board of Directors Meeting Minutes

The Second Board of Directors Meeting was held in the Louisa County Office Building on August 19, 2011.

**Roll Call:** Robert Adkins, Bill Aldridge, James Anjam, Ron Bladen, Curtis Campbell, Ronald Clements, Bane Compton, Skip Harper, Wayne Kushner, Dustin McLehaney, Paul Rimel, John Seay, Guy Tomberlin, Richard Witt.

**Guest:** Leas Roth; Licensing & Education Administrator with the Department of Professional & Occupational Regulation.

A quorum was present per Article VIII, Section 2 of the By-laws.

### Officer's Reports

**Secretary's Report - Paul Rimel** distributed copies of First General Membership Meeting minutes. President Compton advised Paul that General Membership minutes are approved by the General Membership & Board of Directors minutes are approved by the Board. Today's minutes & the First General Membership Meeting minutes will be voted on during the Second General Membership/Third Board of Directors Meeting scheduled for October 14, 2011.

### **Executive Secretary's Report – NTR**

**Treasurer's Report - Skip Harper** distributed copies of report (June 3, 2011-August 16, 2011). Beginning balance \$29,159.34; Ending balance \$28,945.91. Motion to approve Treasurer's report. It was noted that Treasurer's report does not require approval therefore motion did not receive a second.

Discussion – Guy Tomberlin inquired about letters requesting grant money from DHCD. The President stated letters will be sent today. Bane thanked Guy & Bill Mercer for their recent contribution of \$2,734.00. Funds were generated through industry code update training offered in cooperation with VBCOA Region V. Letters of appreciation were written to Guy & Bill. A letter was presented to Mr. Tomberlin at the meeting & a letter will be sent to Mr. Mercer via U.S. mail.

### Committee Reports

**ICC - Guy Tomberlin** reported no significant developments since his last report of July 29, 2011. He encourages members to take advantage of Code of Honor Scholarships offered through ICC to attend event in Phoenix. Deadline for application August 29, 2011; online application available at [www.iccsafe.org](http://www.iccsafe.org). Rick Witt described info requested on application. Guy summarized recent inquiries associated with ICC training & certification exams. Those having issues should contact Guy & he will bring them to staff's attention. Guy has been pleased with staff's quick response time regarding concerns brought forth by members.

Rick Witt mentioned those who applied for ICC Code Development Committee positions can expect notification near the beginning of 2012, after the Codes & Standards Council has made the committee appointments.

**ICC Region VII – Rick Witt** informed the Board that next meeting will be held in Hagerstown, MD; September 15-16, 2011. Code Development meeting on Thursday; Business meeting on Friday. All are invited; those who wish to attend may email Rick at [WittR@chesterfield.gov](mailto:WittR@chesterfield.gov) for more information.

### **DHCD – NTR**

**DPOR – Leas Roth** accepted Skip Harper's invitation to attend & discuss DPOR's training & licensing requirements.

- Leas Roth, Eric Olson, Paula Eubank, Sandi Morris & Skip Harper met recently to clarify training requirements of the two agencies & how they relate to VPMIA's education program.
- Board for Contractors has adopted a "new way of thinking"; they can now approve continuing education not limited to comprehensive code updates.
- DPOR supports online training; such training allows providers to charge less & permits students to complete training at home or in the office.
- Six proposed regulatory packages awaiting consideration by Governor's office.
  - One proposal requires an exam for each trade designation added to a contractor license.
- Temporary licensing for out of state contractors (not tradesmen) became effective March 1, 2011.
  - Licenses are issued one time only & are valid for 45 days.

## **DPOR (cont.)**

- Standing reciprocity agreements currently exist with a limited number of states.
  - Agreements vary & are trade specific.
  - Guy receives many inquiries & would like a list of reciprocity agreements; Leas will send Guy a copy.
- Skip Harper; will VPMIA training offered between code change cycles be accepted by DPOR as continuing education for tradesmen who are also inspectors? Ms. Roth;
  - Resumes for new VPMIA instructors & curriculums for next code change cycle can be reviewed & approved by her office.
  - Completely new classes require Board for Contractors approval.
  - The Board may grant retroactive approval up to one year from the date of a new class; the Board meets six times each year.
  - DHCD approved training provided by VPMIA at our annual school of instruction will be approved as ceu's for tradesmen (VPMIA Inspectors with tradesmens cards).
- Guy Tomberlin; is inactive status available to VA Tradesmen? Ms. Roth;
  - Currently no however, this is one of the six proposals forwarded to Governor's office for consideration.
  - If approved there would be a reduced fee to maintain inactive status & no continuing education required.
  - Reinstatement to active status would require applicant to pay full renewal fee.
- Rick Witt; are temporary licenses available to those whose VA license has expired? Ms. Roth; no however, a one year grace period is provided to VA licensees.
- Guy Tomberlin; has the Board considered making all renewals become due on the same date? Ms. Roth;
  - The new computer system may make this possible.
  - Guy will draft letter supporting the concept which will be sent by VPMIA's President.
- Ms. Roth is available to visit localities & offer an overview of DPOR requirements & activities.
  - There is no charge for this service
  - Contact info: Phone: 804-367-2962, Email: [LeasRoth@DPOR.virginia.gov](mailto:LeasRoth@DPOR.virginia.gov)
  - James Anjam suggests VPMIA's Education Committee consider inviting Leas to give a presentation at a General Membership Meeting.

Bane, Skip & Guy thanked Ms. Roth for attending & for providing this information to the Board.

## **BCACC – NTR**

### **Discussion**

**Format of agenda:** Webmaster noted format of agenda has been updated per suggestion made during a previous meeting; old & new business now listed last. Secretary asked to whom agenda items should be sent. President Compton stated agenda items should be forwarded to the webmaster.

**Status of committees:** Which committees are Standing & which are Ad Hoc? The Secretary requested a list of Standing & Ad Hoc Committees. Vice President Bladen stated the question warrants further consideration. President Compton stated he would speak with the officers regarding the issue.

**Advertising/Yearbook – Ron Bladen** asked to be contacted with any suggestions for articles to be included in next edition of the yearbook.

### **Audit/Finance - NTR**

### **Awards – NTR**

**By-laws/Parliamentarian – Guy Tomberlin** appointed Dustin McLehaney as a member of the By-laws Committee. Dustin will participate in the Committee Mentorship Program with a view toward chairing the committee at some point in the future.

**Nominations – Bob Adkins** has contacted Nominating Committee members. Mr. Adkins requests that individuals use nomination form on the website to submit names for consideration by the committee.

## **Committee Reports (cont.)**

### **Legislative – Ron Clements** informed the Board;

- The Housing Study Commission has met & reviewed proposed legislation regarding retrofit of commercial buildings to increase accessibility.
  - Legislation not necessary as this can be addressed through the VA code change process.
  - A \$5,000.00 tax credit is available to property owners opting to increase visitability of residences.
- Delegate Glenn Oder is retiring from the VA General Assembly.
  - Mr. Oder has been a long time proponent of building code legislation.
  - Ron has sent a letter of appreciation to Mr. Oder on behalf of VPMIA

**Certification/Education/Training - Skip Harper** has scheduled a DPOR approved 2009 Code Update Class for October 7, 2011 at the City of Norfolk's Fire Training Center. Skip asked that members in the area assist with advertising by distributing the training flyer to supply houses, etc. Skip is optimistic our SOI training will soon be recognized by DPOR as continuing education for tradesmen. Mr. Harper believes this will increase attendance at VPMIA events & possibly increase the number of Associate Members. Dustin McLehane stated he can provide a venue in Chesterfield County for future training. Guy Tomberlin & Rick Witt encourage the committee to pursue DPOR approval that is independent of other state agencies. Rick suggested guidelines be developed to familiarize future Education Committees with steps necessary to obtain DPOR approval. Bob Adkins asked if DHCD's TASO/TCU records would be accepted by DPOR as documentation of tradesman continuing education. Skip will pursue this possibility with Ms. Roth & will also introduce her to VPMIA's scanning system.

**PMG – Bob Adkins & Guy Tomberlin;** VPMIA/VBCOA PMG Code Change Committee held third meeting August 12<sup>th</sup>, 2011. Committee agreed to submit 15 IPC & 10 IMC code change proposals. Some changes will be submitted in partnership with Colorado. Shawn Strausbaugh will forward proposals to ICC Region VII in hopes of gaining their support.

### **Membership/Publicity – NTR**

**50<sup>th</sup> Anniversary** – Dustin McLehane submitted a written report; see attachment. Those in attendance received one of the new 50<sup>th</sup> Anniversary pins.

**Joint Summit – Bob Adkins;** Meeting scheduled for September 21, 2011 in Glen Allen, VA. Joint contribution from member organizations to install a residential sprinkler system will likely be a topic of discussion.

### **Time & Place – NTR**

### **SOI – NTR**

### **Old Business**

#### **Letters of support for ICC candidates**

Discussion regarding who will draft & send the letters. The Secretary stated he would draft & mail the letters if the President wishes. The President stated he would draft & mail the letters.

#### **VPMIA logo**

By-laws refer to the Association's official logo however; no logo is contained in the by-laws. Bob Adkins suggested By-laws Committee draft a proposal to delete reference to an official logo; this would allow the Board to approve newly designed logos without requiring a change to the by-laws. Accolades to the Ladies Auxiliary Secretary/Treasurer for the newly designed 50<sup>th</sup> anniversary logo. The Vice President will let Jane know how much the Board appreciates her talent & hard work.

#### **Scholarships for Phoenix**

Guy Tomberlin asked how much is allotted in budget for scholarships. Paul Rimel believes the amount is \$1,500.00 per person not to exceed a total of \$5,000.00. Skip Harper reviewed scholarship line items from a previous budget. Paul Rimel suggested Finance Committee review & update the budget. Guy Tomberlin estimates total cost per member to attend

### **Scholarships for Phoenix (cont.)**

Phoenix will exceed \$2,000.00; there doesn't appear to be sufficient time for Dennis Martinelli to process scholarship applications as was previously discussed.

Additional discussion: Officers should try to attend, Code of Honor Scholarships, registration process, reservations/payment methods, & various costs associated with attending the event.

### **New Business**

#### **Meeting dates**

Rick Witt suggested Bylaws Committee consider a proposal to relax requirements regarding meeting dates specified in by-laws. Bob Adkins noted that General Membership Meetings & Board of Directors Meetings could be held the same day; Board meetings could convene after General Membership meetings adjourn.

#### **Treasurer laptop**

Skip Harper suggested purchase of laptop to be maintained by successive Treasurers; this would allow future Treasurers to track revenue from online transactions, utilize the Association's financial software, & take advantage of online banking. The laptop currently used for this purpose will remain with the Webmaster. No action was taken but this will be revisited during a future meeting. Mr. Harper suggests a decision be made prior to next year's election.

### **Other Business**

#### **VCCCA disbanded**

A meeting of some former VCCCA members has been scheduled for October 3, 2011 in Charlottesville. The group plans to discuss possibility of becoming a VA Chapter of the American Backflow Prevention Association. Wayne Kushner, Curt Campbell, & Dustin McLehaney will attend as VPMIA representatives & report back to the Board with details of the meeting.

Consensus: We should reach out to former VCCCA members by letting them know Active Membership in VPMIA is available to those actively involved in code enforcement & Associate Membership is available to others such as purveyors, engineers, etc.

Discussion regarding whereabouts of former organization's cross connection trailer.

#### **Website activity**

Skip Harper reported there were 12,954 visits to VPMIA's website in August, 2011.

Being no further business, President Compton adjourned the meeting at 2:07 pm.

## 50<sup>th</sup> Anniversary Committee Report

### August 19, 2011

Committee has approved the pin design submitted by Ron Bladen.

Committee decided that the celebration of the first meeting should take place at the April 2012 SOI in Blacksburg not at the summer school of instruction as previously thought.

We also discussed the possibility of a casino night to celebrate the 50<sup>th</sup> anniversary of the organization.

There has been some discussion on when the anniversary pins should be handed out. The committee thought the April SOI was the appropriate time but other members of the organization feel that since we are now recognized on the national level we should hand these pins out at the upcoming code change meetings. Committee is looking to the board for their thoughts on this matter.

Curt Campbell came up with an idea to also get some 50<sup>th</sup> anniversary shirts made up with the 50<sup>th</sup> logo. We would only order large and extra large shirts except for those individuals that will purchase a shirt and need a larger size. We would also like to order shirts for the ladies auxiliary for this event.

There was also a thought of sending an invitation by email to each member to invite them to the 50<sup>th</sup> anniversary celebration. This could be done by the committee members with relative ease.

The committee also discussed the thought of a prize give away at the casino night.

We also thought it might be a nice idea to invite city leadership.