Agenda Item No. 01

PRESENTER: Andrew Bick, Chairman

OBJECTIVE: Approve agenda for the April 16, 2013 Idaho Building Code Board videoconference meeting.

ACTION: Consent

BACKGROUND:

PROCEDURAL HISTORY:

ATTACHMENTS: April 16, 2013 Idaho Building Code Board meeting tentative agenda
TENTATIVE AGENDA

NOTICE OF PUBLIC MEETING

IDAHO BUILDING CODE BOARD
VIDEOCONFERENCE MEETING

Division of Building Safety
1090 East Watertower Street, Suite 150, Meridian, Idaho
1250 Ironwood Drive, Suite 220, Coeur d’Alene, Idaho
2055 Garrett Way, Building 1, Suite 4, Pocatello, Idaho
dbs.idaho.gov – (208) 332-7137

Tuesday, April 16, 2013
9:30 a.m. – 12:30 p.m. (MT)

(Note: Meeting Time is 8:30 a.m. PT)

9:30 a.m. CALL TO ORDER – Andrew Bick, Chairman
o Roll Call & Introductions
o Open Forum

CONSENT AGENDA
1. Approval of the April 16, 2013 Agenda
2. Approval of the February 19, 2013 Board Meeting Minutes

PUBLIC HEARING

INFORMATIONAL AGENDA
4. Program Manager Report – Arlan Smith
5. Operational Report – Steve Keys
6. Administrator Report
   b. Administrator – C. Kelly Pearce

12:30 p.m. ADJOURN

All times, other than beginning, are approximate and are scheduled according to Mountain Time (MT), unless otherwise noted. Agenda items may shift depending on Board preference. 02/26/13r
**IDAHO BUILDING CODE BOARD**

<table>
<thead>
<tr>
<th>Agenda Item No. 02</th>
<th>Minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PRESENTER:</strong> Andrew Bick, Chairman</td>
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<tr>
<td><strong>OBJECTIVE:</strong> Approve minutes from the February 19, 2013 Idaho Building Code Board videoconference meeting.</td>
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<tr>
<td><strong>ACTION:</strong> Consent</td>
<td></td>
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<tr>
<td><strong>BACKGROUND:</strong></td>
<td></td>
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<tr>
<td><strong>PROCEDURAL HISTORY:</strong></td>
<td></td>
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<tr>
<td><strong>ATTACHMENTS:</strong> February 19, 2013 Idaho Building Code Board draft minutes</td>
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</tbody>
</table>
Chairman Andrew Bick called the meeting to order at 9:32 a.m. (MT).

Board Members Present:
Andrew Bick, Chairman  
Carol Alexander, Vice-Chairman  
Chuck Bleth  
Scott Buck  
Dennis Schaffner  
Jeff Garro  
Michael Arrington  
Dan Hunter  
Jan Welch  

DBS Staff Members Present:
C. Kelly Pearce, Administrator  
Steve Keys, Deputy Administrator-Operations  
Ron Whitney, Deputy Administrator-Administration  
Patrick Grace, Deputy Attorney General  
Kathleen Watkins, Financial Manager  
Arlan Smith, Program Manager  
Rod Freligh, Regional Manager, Region 1  
Chris Jensen, Regional Manager, Region 3  
Terry Blessing, Regional Supervisor, Region 1  
Renee Bryant, Administrative Assistant 2/Board Secretary

Board Members Absent:
Mike Tracy

♦ Open Forum
DBS Website - It was expressed the Division’s website is difficult to navigate; specifically the negotiated rulemaking page and form.

♦ Approval of the February 19, 2013 Agenda
MOTION: Dan Hunter made a motion to accept the agenda as presented. Scott Buck and Dennis Schaffner seconded. All in favor, motion carried.

♦ Approval of the October 9, 2012 Board Meeting Minutes
MOTION: Carol Alexander made a motion to approve the minutes as written. Jan Welch seconded. All in favor, motion carried.

♦ Energy Code/IRC Requirements
The following recommendations were presented by the collaborative committee:

**Code Cycles** – No agreement could be reached to change the code cycles from three to six years.

**International Residential Code (IRC)** – Steve Martinez, Idaho Building Contractors Association, established a committee; going through the significant changes to the IRC (handout).

**Mechanical Ventilation,** no longer mandatory with rollback air change to seven; however, keep mechanical ventilation provisions as an option; **Garage Fire Sprinklers,** remove – does not require sprinklers to be installed within garages and only applies for an entire subdivision where all dwellings are sprinkled; **Fire Protection of Floors,** remove – cost an issue; however, anticipated opposition from fire code officials should section be removed; **Simplified Wall Bracing,** submit as a code amendment for approval as an approved alternative design and method of construction; and **Energy Code – Chapter 11,** remove entirely and reference the IECC residential chapters.

It was suggested a section on cost analysis be included in the negotiated rulemaking form on the Division’s website.

To be considered for review at the Board’s April 16th meeting, proposals need to be completed and submitted to DBS by April 6, 2013. Proposals must accompany the form on the Division’s website and be in legislative format.

Ken Baker will choose dates for the collaborative committee to meet and create proposals.

**ACTION:** Proposals need to be submitted to DBS by April 6th in order to be considered for review at the Board’s April 16th meeting.

♦ **Program Manager Report**

**Building Safety Program** – The program has faced a few challenges; however, is getting through those issues due to the high quality of personnel.

**Remodel** – Meridian High School is in the process of undertaking a major remodel and addition to its building. This is a substantial project for DBS as it will provide the plan review.

**Contract** – The Division has entered into a contract with the city of Hailey to provide building code inspections and plan review.

♦ **Deputy Administrator Report**

**Legislation** – The administrative rules to adopt the 2012 International Building Code and International Existing Building Code, as well as amend other codes, have been reviewed and approved by the Germaine Committees. Estimated effective date is the first of 2014.

A rule establishing requirements for manufactured home installation inspections has also been reviewed and approved by the Germaine Committees. DBS anticipates it will take effect upon adjournment with a practical implementation this summer, 2013.

**Collaborative Groups** – DBS hopes to further leverage the Building Code Collaborative group to work on the 2014 National Electrical Code. Another collaborative group will be created to work on the mechanical codes.
To be included in the mechanical code committee’s contact list, provide an e-mail address to the HVAC Program Manager.

♦ Administrator Report

Upon comparison of the first seven months of FY 2013 to the first seven months of FY 2012, inspections are up 12% and revenue by 20%.

Legislature – The Board and collaborative group were asked to show support at the legislature when proposed building rules are presented.

Salmon School – The Salmon School District has made application to the Cooperative Panel to consider assistance in building a new school in Salmon. The panel will meet on Friday, February 22, 2013.

Budget Hearing – The Division presented its budget proposal to the Joint Finance-Appropriations Committee.

Idaho Construction – Following is new and existing construction in Idaho: New corporate headquarters, Melaleuca Wellness Company, Idaho Falls; new Loves Travel Centers, Bonneville County; completion of hotel and possible water park and golf course, Shoban Tribe, Pocatello; expansion of ten additional lines at Chobani yogurt plant, Twin Falls; expansion of gaming facility and additional rooms to hotel, Kootenai Tribe, Bonners Ferry; 14,000 square foot expansion of gaming facility, Nez Perce Tribe, Lewiston; and new rest stop/truck stop facility, Winchester.

♦ Adjournment
MOTION: Chuck Bleth made a motion to adjourn the meeting. Dennis Schaffner seconded. All in favor, motion carried.

The meeting adjourned at 10:32 a.m. (MT).

ANDREW BICK, CHAIRMAN
IDAHO BUILDING CODE BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE DATE

*These DRAFT minutes are subject to possible correction and final approval by the Idaho Building Code Board. 3/13/13rb
**IDAHO BUILDING CODE BOARD**

<table>
<thead>
<tr>
<th>Agenda Item No. 03</th>
<th>Adopt/Amend International Codes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PRESENTER:</strong></td>
<td>Andrew Bick, Chairman</td>
</tr>
<tr>
<td><strong>OBJECTIVE:</strong></td>
<td>Allow interested parties to recommend proposed amendments to the 2009 and/or 2012 building and energy codes.</td>
</tr>
<tr>
<td><strong>ACTION:</strong></td>
<td>Informational</td>
</tr>
<tr>
<td><strong>BACKGROUND:</strong></td>
<td>As part of the negotiated rulemaking process, the Board will hold public testimony to discuss proposed amendments to the 2009 and/or 2012 building and energy codes.</td>
</tr>
<tr>
<td><strong>ATTACHMENTS:</strong></td>
<td>Documentation to follow</td>
</tr>
</tbody>
</table>
Agenda Item No. 04  Program Manager Report

PRESENTER:  Arlan Smith, Building Safety Program Manager

OBJECTIVE:  Update the Board on the Building program’s current activities.

ACTION:  Informational

BACKGROUND:  This topic is addressed at all regularly scheduled Idaho Building Code Board meetings.

PROCEDURAL HISTORY:

ATTACHMENTS:  No documentation
## Deputy Administrator Report

**Agenda Item No. 05**

<table>
<thead>
<tr>
<th>PRESENTER:</th>
<th>Steve Keys, Deputy Administrator-Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OBJECTIVE:</strong></td>
<td>Update the Board on the operations of the Building program and Division.</td>
</tr>
<tr>
<td><strong>ACTION:</strong></td>
<td>Informational</td>
</tr>
<tr>
<td><strong>BACKGROUND:</strong></td>
<td>This topic is addressed at all regularly scheduled Idaho Building Code Board meetings.</td>
</tr>
<tr>
<td><strong>PROCEDURAL HISTORY:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>ATTACHMENTS:</strong></td>
<td>No documentation</td>
</tr>
</tbody>
</table>
# Agenda Item No. 06a        Financial Report

**PRESENTER:**  
C. Kelly Pearce, Administrator and Kathleen Watkins, Financial Manager

**OBJECTIVE:**  
Review the Idaho Building Code Board’s financial report

**ACTION:**  
Informational

**BACKGROUND:**  
This topic is addressed at all regularly scheduled Idaho Building Code Board meetings.

**PROCEDURAL HISTORY:**

**ATTACHMENTS:**  
Financial report
## Division of Building Safety

IDAHO BUILDING CODE FUND 0229-02
Fiscal Year 2013 Financial Statements
As of 2/28/2013

### Statement of Revenues and Expenditures

<table>
<thead>
<tr>
<th>Class</th>
<th>Budget</th>
<th>Fiscal Year To Date</th>
<th>YTD as a % of Budget</th>
<th>Remaining Budget</th>
<th>Projected for Remainder of Year</th>
<th>Projected Year End Totals</th>
<th>Projected Total as a % of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>775,000</td>
<td>488,488</td>
<td>63.0%</td>
<td>286,512</td>
<td>352,953</td>
<td>841,441</td>
<td>108.6%</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personnel:</td>
<td>598,000</td>
<td>404,267</td>
<td>67.6%</td>
<td>193,733</td>
<td>221,603</td>
<td>625,870</td>
<td>104.7%</td>
</tr>
<tr>
<td>Operating:</td>
<td>235,000</td>
<td>102,766</td>
<td>43.7%</td>
<td>132,234</td>
<td>64,165</td>
<td>166,930</td>
<td>71.0%</td>
</tr>
<tr>
<td>Capital:</td>
<td>44,000</td>
<td>29,056</td>
<td>66.0%</td>
<td>14,944</td>
<td>47,669</td>
<td>76,725</td>
<td>174.4%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>877,000</td>
<td>536,089</td>
<td>61.1%</td>
<td>340,911</td>
<td>333,436</td>
<td>869,525</td>
<td>99.1%</td>
</tr>
<tr>
<td><strong>Net for FY 2013</strong></td>
<td>(102,000)</td>
<td>(47,601)</td>
<td></td>
<td></td>
<td>19,517</td>
<td>(28,084)</td>
<td></td>
</tr>
</tbody>
</table>

### Statement of Cash Balance

<table>
<thead>
<tr>
<th>July 1, 2012 Beginning Cash Available</th>
<th>Fiscal Year to Date Revenues</th>
<th>Fiscal Year to Date Expenditures and Encumbrances</th>
<th>Other Changes in Cash</th>
<th>Available Cash as of February 28, 2013</th>
<th>Projected Change in Cash for Remainder of Year</th>
<th>Projected Year End Available Cash</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,038,789</td>
<td>488,488</td>
<td>(536,089)</td>
<td>(4,993)</td>
<td>986,194</td>
<td>19,517</td>
<td>1,005,712</td>
</tr>
</tbody>
</table>
IDAHO BUILDING CODE FUND 0229-02

FY 10 - 13 Month-End Available Cash

FY 13 Revenues vs Expenditures
**Agenda Item No. 06b  Administrator Report**

**PRESENTER:** C. Kelly Pearce, Administrator  

**OBJECTIVE:** Provide the Board with an overview of the Division’s current activities.  

**ACTION:** Informational  

**BACKGROUND:** This topic is addressed at all regularly scheduled Idaho Building Code Board meetings.  

**PROCEDURAL HISTORY:**  

**ATTACHMENTS:** No documentation