

**IDAHO BUILDING CODE BOARD  
VIDEOCONFERENCE MEETING**

**Tuesday – October 24, 2017 – 9:30 a.m. (MDT)**

**Division of Building Safety  
1090 East Watertower Street, Suite 150, Meridian  
1250 Ironwood Drive, Suite 220, Coeur d'Alene  
2055 Garrett Way, Building 1, Suite 4, Pocatello**

**MINUTES OF THE OCTOBER 24, 2017 MEETING**

**NOTE:** The following report is not intended to be a verbatim transcript of the discussions at the meeting, but to record the significant features of those discussions.

Chairman Andrew Bick called the meeting to order at 9:33 a.m. (MDT)

**Board Members Present:**

Andrew Bick, Chairman  
Mike Tracy  
Dennis Schaffner  
Kent Soelberg  
Michael Arrington, Pocatello  
Allen Jensen, Pocatello  
Chuck Bleth, Teleconference

**DBS Staff Members Present:**

Ron Whitney, Deputy Administrator  
Spencer Holm, Deputy Attorney General  
Arlan Smith, Building Program Manager  
Larry Jeffres, Regional Manager, Region 1  
Patrick Grace, Regional Manager, Region 2  
Jeff Egan, Regional Manager, Region 3  
Renee Bryant, Administrative Assistant 2

◆ **Welcome**

Kent Soelberg, Registered Engineer Representative, was welcomed as the newest board member.

◆ **Recognition**

Recognized for her years of service on the Idaho Building Code Board with a commemorative plaque was Jan Welch.

◆ **Open Forum**

Idaho Building Code Collaboration – Johanna Bell, Association of Idaho Cities Representative, stated the Idaho Building Code Collaborative meets the third Wednesday of every month. The next meeting, November 15, 2017, will discuss the International Energy Conservation Code, residential provisions. If interested in receiving updates, agendas, etc., contact Ms. Bell at [jbelle@idahocities.org](mailto:jbelle@idahocities.org) to be included in an e-mail distribution list.

◆ **Approval of the October 24, 2017 Agenda**

**MOTION:** Mike Tracy made a motion to accept the agenda as presented. Dennis Schaffner seconded. Vote called. All in favor, motion carried.

◆ **Approval of the June 27, 2017 Board Meeting Minutes**

**MOTION:** Mike Tracy made a motion to approve the minutes as written. Allen Jensen seconded. Vote called. All in favor, motion carried.

◆ **Schedule 2018 Board Meetings**

The proposed meetings of the Idaho Building Code Board for 2018 are February 20, April 17, June 19 and October 16.

The Chairman suggested tentatively scheduling a special meeting for August 21, 2018, to allow the Board an opportunity to discuss proposed legislation, if needed.

**MOTION:** Mike Tracy made a motion to approve the following 2018 board meetings: February 20, April 17, June 19, August 21 (tentative) and October 16. Dennis Schaffner seconded. Vote called. All in favor, motion carried.

◆ **Program Manager Report**

Building Inspector – With difficulty finding certified individuals, DBS hired a non-certified building inspector to work in the factory built structures area. The Division is working with the inspector to get his certification.

◆ **Administrator Report**

State Inspections – The Deputy Administrator tracks all trade inspections. The Division has 456 mechanical, electrical and plumbing inspection requests for today. Forty-six inspectors will perform those inspections in 121 cities throughout the state of Idaho.

Meridian City Inspections – The Division has averaged 52 building (structural) inspections per day with three inspectors for the city of Meridian in the month of October.

Inspector Base Pay – DBS went through a process at the 2017 legislature to raise the base pay for all its inspectors by approximately two and a half dollars. It was the Division’s intent to be as competitive as possible to hire inspectors.

Online Code Book Publications – In statute, the most recently adopted International Residential Code (IRC), adopted by the Idaho Building Code Board (IBCB), and Idaho Administrative Procedure Act (IDAPA) rules applicable to the IRC are now the Idaho Residential Code. In addition, the International Energy Conservation Code (IECC), adopted by the IBCB, and IDAPA rules applicable to the IECC are now the Idaho Energy Conservation Code.

The 2018 legislature allocated funding for DBS to work with the International Code Council (ICC) to publish the codes online. The Division has contracted with Mark Larson, Mark Larson and Associates LLC, to work with ICC to blend the statutes, adopted codes and various rules into the state codes.

In September, a disk with the first draft of the Idaho Residential and Idaho Energy Conservation Codes was mailed to each board member for review and comments. As requested, Teri Ottens, Idaho Association of Building Officials, was provided a disk for distribution to IDABO members.

Deputy Administrator Whitney will contact Mrs. Ottens to ensure IDABO members had an opportunity to review the draft codes before authorizing ICC to proceed with the publication of the codes to a public access website. The online codes will be “read only”; however, the codes

will be available for purchase, through ICC, in electronic PDF download format. DBS will notify various associations, send e-mail's to Project Dox users and add a direct link to the codes on its website.

As a way to monitor the online usage of the code, a suggestion was for DBS to establish a portal with a counter. Some association websites could be funneled through the Division's portal as well.

The Division has the ability to revise the current codes based on the three-year contract with ICC. A new base code can be established at any time; however, will come at a substantial cost to upgrade online.

PHMSA – Pipeline and Hazardous Materials Safety Administration (PHMSA) is a federal program administered through the U.S. Department of Transportation. DBS has the task of facilitating the Damage Prevention Board to educate and enforce the prevention of damages to underground facilities. The state of Idaho is anxious to get a program in place PHMSA will endorse. Temporary rules became effective September 1, 2017, and the Division has begun to receive complaints.

Retirement – Ann Beebe, Special Assistant with the Office of Governor C.L. “Butch” Otter, and liaison between DBS and Idaho State Boards, Commissions, and Councils, will retire on October 31, 2017. Today, 3:30 p.m. to 5:30 p.m., there will be a party in her honor at the Governor's Ceremonial Office.

Board Member Position – Currently, the Board has one vacant position, disabled representative. The Division is working with the Governor's office to confirm an individual has accepted the position.

Financial Report – Addressed was the Idaho Building Code Fund FY 2018 financial statement, as of September 30, 2017.

◆ **Adjournment**

**MOTION:** Allen Jensen made a motion to adjourn the meeting. Mike Tracy seconded. Vote called. All in favor, motion carried

The meeting adjourned at 10:52 a.m. (MDT)

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ANDREW BICK, CHAIRMAN  
IDAHO BUILDING CODE BOARD

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RON WHITNEY, DEPUTY ADMINISTRATOR  
DIVISION OF BUILDING SAFETY

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DATE

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DATE

11/17/2017rb