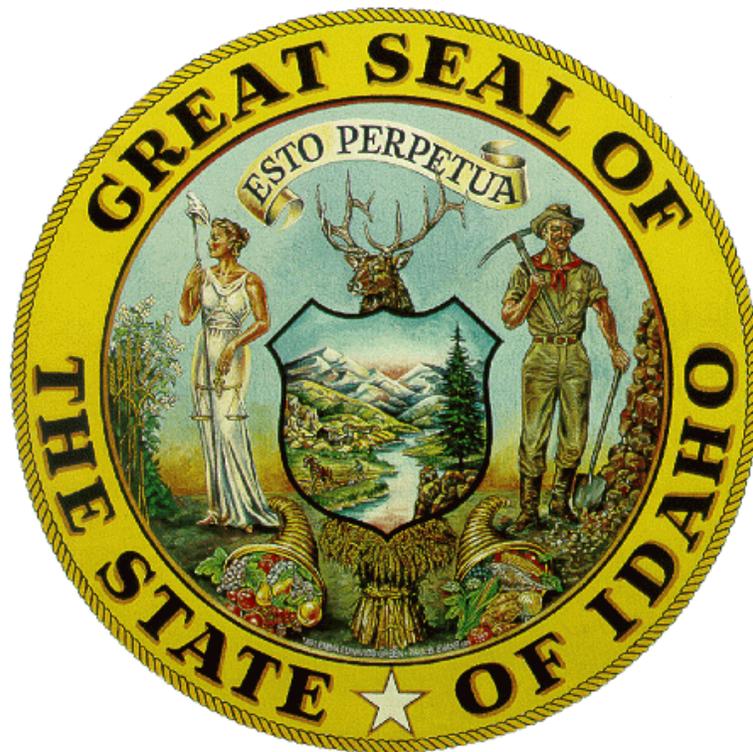


DIVISION OF BUILDING SAFETY

IDAHO HEATING, VENTILATION AND
AIR CONDITIONING BOARD
VIDEOCONFERENCE MEETING

JULY 10, 2013



IDAHO HEATING, VENTILATION AND AIR CONDITIONING BOARD

Agenda Item No. 01

Agenda

PRESENTER: Dan Brizee, Chairman

OBJECTIVE: Approve agenda for the July 10, 2013 Idaho HVAC Board videoconference meeting.

ACTION: Consent

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: Tentative agenda



TENTATIVE AGENDA

NOTICE OF PUBLIC MEETING

IDAHO HEATING, VENTILATION AND AIR CONDITIONING 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**

**Wednesday, July 10, 2013
9:30 a.m. – 3:30 p.m. (MT)**

(Note: North Idaho - Meeting Commences @ 8:30 a.m. PT)

- 9:30 a.m.** **CALL TO ORDER** – Dan Brizee, Chairman
- Roll Call & Introductions
 - Open Forum

CONSENT AGENDA

1. Approval of the July 10, 2013 Agenda
2. Approval of the May 22, 2013 Board Meeting Minutes

ACTION AGENDA

3. HVAC Contractor & Journeyman Licensing & Testing – Jerry Peterson

PUBLIC HEARING/ACTION AGENDA

4. Public Testimony
 - a. Adoption of the 2012 Codes
 - b. Amend 2009 IMC Table 603.4
 - c. Continuing Education
 - d. Mechanical Ventilation/Makeup Air

- 12:00 p.m.** **LUNCH BREAK** (*If needed*)

INFORMATIONAL AGENDA

5. Program Manager Report – Jerry Peterson

6. Operational Report – Steve Keys
7. Administrator Report
 - a. Financial Report – C. Kelly Pearce and Kathleen Watkins
 - b. Administrator – C. Kelly Pearce

3:30 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. 06/19/2013

IDAHO HEATING, VENTILATION AND AIR CONDITIONING BOARD

Agenda Item No. 02

Minutes

PRESENTER: Dan Brizee, Chairman

OBJECTIVE: Approve minutes from the May 22, 2013 Idaho HVAC Board meeting.

ACTION: Consent

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: Draft minutes



**IDAHO HEATING, VENTILATION AND
AIR CONDITIONING BOARD
VIDEOCONFERENCE MEETING**

Wednesday – May 22, 2013 – 9:30 a.m. (MT)

**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**

***DRAFT MINUTES OF THE MAY 22, 2013 MEETING**

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

Chairman Dan Brizee called the meeting to order at 9:33 a.m. (MT).

Board Members Present:

Dan Brizee, Chairman
Ted Sermon, Vice-Chairman
Tim LaMott
Russ Goyen
Bill Carter
Bruce Graham
Arlyn Tietz

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
Jerry Peterson, HVAC Program Manager
Rod Freligh, Regional Manager, Region 1
Adam Bowcutt, Regional Supervisor, Region 3
Renee Bryant, Administrative Assistant 2/Board Secretary

◆ **Open Forum**

HVAC Contractor & Journeyman Licensing & Testing – The requirements to obtain an Idaho HVAC journeyman and Idaho HVAC contractor license are stricter for an Idaho resident than an out-of-state individual with no HVAC program in their state.

It was suggested individuals must hold a valid Idaho HVAC journeyman license prior to testing for an Idaho HVAC contractor license. This will ensure the individual receiving the HVAC contractor license has basic knowledge of the trade.

Chairman Brizee requested the topic *HVAC Contractor & Journeyman Licensing & Testing* be brought back as an action item at the July meeting.

ACTION: The topic *HVAC Contractor & Journeyman Licensing & Testing* will be placed on the July Board meeting agenda as an action item.

Potable System Water Heaters – Effective immediately, jurisdictions where the Division handles the plumbing and the city/county manages the HVAC, a plumbing permit and inspection for the installation of a potable system water heater will be required through DBS.

The HVAC statute specifically allows license holders to install water heaters; however, does not give the HVAC license holder any authority to connect to plumbing.

It was suggested the Plumbing Board adjust the plumbing statute as was similarly done in the HVAC statute for plumbers to install hydronic and fuel piping.

Idaho Thermo Exemption – Several companies have contacted the HVAC program manager with regard to installing a replacement programmable thermostat during the installation of residential alarm systems.

HVAC licensees are empowered to perform electrical work in limited circumstances; however, any specialty for control wiring is under the jurisdiction of the Electrical Board.

◆ **Approval of the May 22, 2013 Agenda**

MOTION: Ted Sermon made a motion to approve the agenda as presented. Tim LaMott seconded. All in favor, motion carried.

◆ **Approval of the February 13, 2013 Board Meeting Minutes**

MOTION: Ted Sermon made a motion to approve the minutes as written. Bill Carter seconded. All in favor, motion carried.

◆ **IDAPA 07.01.01.006.01 “Sizing”**

Proper sizing of HVAC equipment is clearly required in the International Residential Code (IRC) and International Energy Conservation Code (IECC); however, is listed as an option in Idaho statute and rules.

In order for Idaho statute and rules to coincide with the codes, a proposal was brought forth to remove in its entirety IDAPA 07.07.01.006.01.d “Section M1401.3. Sizing requirements shall be as established by the authority having jurisdiction.”

MOTION: Ted Sermon made a motion to endorse the proposal as presented. Bill Carter seconded. All in favor, motion carried.

◆ **HVAC Collaborative Report**

The Code Collaborative has met twice; discussing the possible adoption of the following codes: 1) Parts V and VI of the 2012 IRC; 2) 2012 International Mechanical Code (IMC); 3) 2012 International Fuel Gas Code (IFGC); and 4) 2012 Uniform Mechanical Code (UMC).

Other items discussed were: 1) Continuing Education Units (CEU) for HVAC contractors and journeymen; 2) Amending the rule for sizing; 3) Amending the gauge tables to the existing 2009 IMC; 4) Supervision and ratios; and 5) Administrative rule related to contact information.

◆ **Public Testimony**

Adoption of the 2012 Codes – Dan Hunter, Canyon County Building Official, Idaho Association of Building Officials (IDABO) Board Member, and Idaho Building Code (IBC) Board Member stated the IBC Board has entered into the final stages of being able to send to the 2014 legislature a proposal to adopt the 2012 IRC and 2012 IECC with the 2009 standards predominantly for residential.

To be consistent with the codes already in place, Mr. Hunter recommended going with the 2012 IMC and 2012 IFGC.

Bob Ankersmit, Kootenai County and IDABO Representative, expressed his support to adopt the 2012 IMC and 2012 IFGC.

One code requirement is if a house is constructed with less than five (5) air changes per hour mechanical ventilation must be provided. The HVAC program manager will provide a draft proposal at the July meeting outlining the location and formula for passive intakes to be installed in lieu of mechanical ventilation or makeup air.

ACTION: For the July Board meeting, the HVAC program manager will bring a draft amendment with regard to mechanical ventilation/makeup air.

Amend 2009 IMC “Gauge Table” – This issue is in reference to the gauge table in section 603.4 of the IMC. When the 2009 IMC was adopted, the gauge of duct for single family dwelling units changed from 30 to 28 inches. There has been concern in the industry that the products they need aren’t commonly available, unless shop fabricated, and the 30 gauge still seems to be the standard.

The HVAC program manager suggested amending the 2009 IMC back to the 2006 code cycle where the gauge was 30 inches.

Rather than amend the code, one solution would be for code officials to approve the metallic rigid air ducts in accordance with section 105.2 “Alternative Materials, Methods, and Equipment”. Also Underwriters Laboratory (UL) standard 181 could be used to evaluate metal ducts; meaning the fire performance characteristics, corrosion and erosion resistance, leakage resistance, mold growth and humidity resistance, and structural integrity would meet UL181.

Chairman Brizee expressed for the Board to move forward with a proposed legislative change as suggested by the HVAC program manager.

ACTION: For the July Board meeting, the Division will provide a proposed legislative change with regard to the topic *Amend 2009 IMC “Gauge Table”*.

Continuing Education – Draft legislation and course approval requirements for continuing education were distributed to the Board. The curriculum outline and approval method is subject to the Board’s approval and/or modification. Additional information will be brought back to the July meeting.

ACTION: The Division will provide additional information with regard to the topic *Continuing Education* at the July Board meeting.

Adopting of the 2012 UMC – Pete Crow, International Association of Plumbing and Mechanical Officials (IAPMO), addressed the pros and cons of the UMC vs. IMC and IAPMO’s services; requesting the Board consider the adoption of the 2012 UMC.

Kraig Stevenson, International Code Council (ICC), explained the history of the ICC, its services, and the I-codes.

The legislature is the one to adopt the UMC; however, the Board can make a recommendation.

◆ **HVAC Program Manager Report**

Training – The Division continues to provide training throughout the state of Idaho on the following courses: Ventilation/makeup air, duct practices, sizing requirements, and energy.

Residential Energy Compliance – DBS is committed to making Idaho 90% energy compliant by 2017. The HVAC program manager will work with local jurisdictions to ensure the Manual J load calculations are correct and in compliance with the code.

◆ **Operational Report**

HVAC Program – There is a very positive impact from the Division’s involvement with the city of Meridian relative to revenue through the program.

◆ **Administrator Report**

Statewide Projects – Administrator Pearce addressed 22 projects in 14 locations throughout the state of Idaho in which the Division is involved.

Permits/Inspections – The total of HVAC permits/inspections issued in 2012 was 4,334 and 6,800 respectively.

Budget – In 2007, the Division had 152 full-time employees (FTE). As of July 1, 2013, its authorized strength will be 121. For FY 2014, the Division’s appropriations have been reduced by \$500,000 and manpower decreased by ten (10) FTE.

City of Meridian – An update on the mechanical inspections provided by DBS for the city of Meridian was addressed.

◆ **Adjournment**

MOTION: Ted Sermon made a motion to adjourn the meeting. Bill Carter seconded.

The meeting adjourned at 12:35 p.m. (MT).

DAN BRIZEE, CHAIRMAN
HEATING, VENTILATION AND
AIR CONDITIONING 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 HVAC Board. 6/10/13rb

IDAHO HEATING, VENTILATION AND AIR CONDITIONING BOARD

Agenda Item No. 03 HVAC Contractor & Journeyman Licensing & Testing

PRESENTER: Jerry Peterson, HVAC Program Manager

OBJECTIVE: Out-of-state contractors to have a valid Idaho HVAC journeyman license in order to test for an Idaho HVAC contractor license.

ACTION: Board approval

BACKGROUND: The requirements to obtain an Idaho HVAC journeyman and Idaho HVAC contractor license are stricter for an Idaho resident than an out-of-state individual with no HVAC program in their state.

It was suggested individuals must hold a valid Idaho HVAC journeyman license prior to testing for an Idaho HVAC contractor license. This will ensure the individual receiving the HVAC contractor license has basic knowledge of the trade.

PROCEDURAL HISTORY:

ATTACHMENTS: No documentation



IDAHO HEATING, VENTILATION AND AIR CONDITIONING BOARD

Agenda Item No. 04a Public Testimony – Adoption of the 2012 Codes

PRESENTER: Jerry Peterson, HVAC Program Manager

OBJECTIVE: Adopt the 2012 IMC and 2012 IFGC

ACTION: Accept or reject proposal to adopt the 2012 IMC and 2012 IFGC.

BACKGROUND: As part of the negotiated rulemaking process, the Board will hold public testimony to discuss the adoption of the 2012 codes.

Dan Hunter, Canyon County Building Official, Idaho Association of Building Officials (IDABO) Board Member, and Idaho Building Code (IBC) Board Member stated the IBC Board has entered into the final stages of being able to send to the 2014 legislature a proposal to adopt the 2012 IRC and 2012 IECC with the 2009 standards predominantly for residential.

To be consistent with the codes already in place, Mr. Hunter recommended going with the 2012 IMC and 2012 IFGC.

Bob Ankersmit, Kootenai County and IDABO Representative, expressed his support to adopt the 2012 IMC and 2012 IFGC.

PROCEDURAL HISTORY:

ATTACHMENTS: No documentation



IDAHO HEATING, VENTILATION AND AIR CONDITIONING BOARD

Agenda Item No. 04b Public Testimony – Amend 2009 IMC Table 603.4

PRESENTER: Jerry Peterson, HVAC Program Manager

OBJECTIVE: Amend the 2009 IMC Table 603.4

ACTION: Vote to accept or reject proposed legislative change.

BACKGROUND: This issue is in reference to the table in section 603.4 of the IMC. When the 2009 IMC was adopted, the gage of duct changed from 30 to 28. There has been concern in the industry that the products they need aren't commonly available, unless shop fabricated, and the 30 gage is still an acceptable standard.

The HVAC program manager suggested amending the 2009 IMC back to the 2006 code cycle where the gage was 30 inches.

Chairman Brizee expressed for the Board to move forward with a proposed legislative change as suggested by the HVAC program manager.

ATTACHMENTS: Draft legislation will be provided at the July 10th meeting.



IDAHO HEATING, VENTILATION AND AIR CONDITIONING BOARD

Agenda Item No. 04c

Public Testimony – Continuing Education

PRESENTER: Jerry Peterson, HVAC Program Manager

OBJECTIVE: Approve requirements for continuing education.

ACTION: Vote to accept, reject, or modify draft legislation and course approval requirements.

BACKGROUND: Draft legislation and course approval requirements for continuing education were distributed to the Board. The curriculum outline and approval method is subject to the Board's approval and/or modification. Additional information will be brought back to the July meeting.

**PROCEDURAL
HISTORY:**

ATTACHMENTS: Draft legislation will be presented at the July 10th meeting.



IDAHO HEATING, VENTILATION AND AIR CONDITIONING BOARD

Agenda Item No. 04d Public Testimony – Mechanical Ventilation/Makeup Air

PRESENTER: Jerry Peterson, HVAC Program Manager

OBJECTIVE: Approve passive intakes to be installed in lieu of mechanical ventilation.

ACTION: Vote to accept, reject, or modify draft proposal.

BACKGROUND: Current code requires mechanical ventilation on all homes that have a known air leakage rate of 5 air changes per hour or less.

The HVAC program manager will provide a draft proposal at the July meeting outlining the location and formula for passive intakes to be installed in lieu of mechanical ventilation.

PROCEDURAL HISTORY:

ATTACHMENTS: Draft proposal will be presented at the July 10th meeting.



IDAHO HEATING, VENTILATION AND AIR CONDITIONING BOARD

Agenda Item No. 05

Program Manager Report

PRESENTER: Jerry Peterson, HVAC Program Manager

OBJECTIVE: Report on the recent activities of the HVAC program.

ACTION: Informational

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

**PROCEDURAL
HISTORY:**

ATTACHMENTS: No documentation



IDAHO HEATING, VENTILATION AND AIR CONDITIONING BOARD

Agenda Item No. 06

Operational Report

PRESENTER: Steve Keys, Deputy Administrator-Operations

OBJECTIVE: Provide an overview of the daily operations of the HVAC program and DBS.

ACTION: Informational

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

**PROCEDURAL
HISTORY:**

ATTACHMENTS: No documentation



IDAHO HEATING, VENTILATION AND AIR CONDITIONING BOARD

Agenda Item No. 07a

Financial Report

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

OBJECTIVE: Review the Idaho HVAC Board's financial report.

ACTION: Informational

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

**PROCEDURAL
HISTORY:**

ATTACHMENTS: Financial Report





Division of Building Safety
 IDAHO HVAC BOARD FUND 0229-08
 Fiscal Year 2013 Financial Statements
 As of 5/31/2013

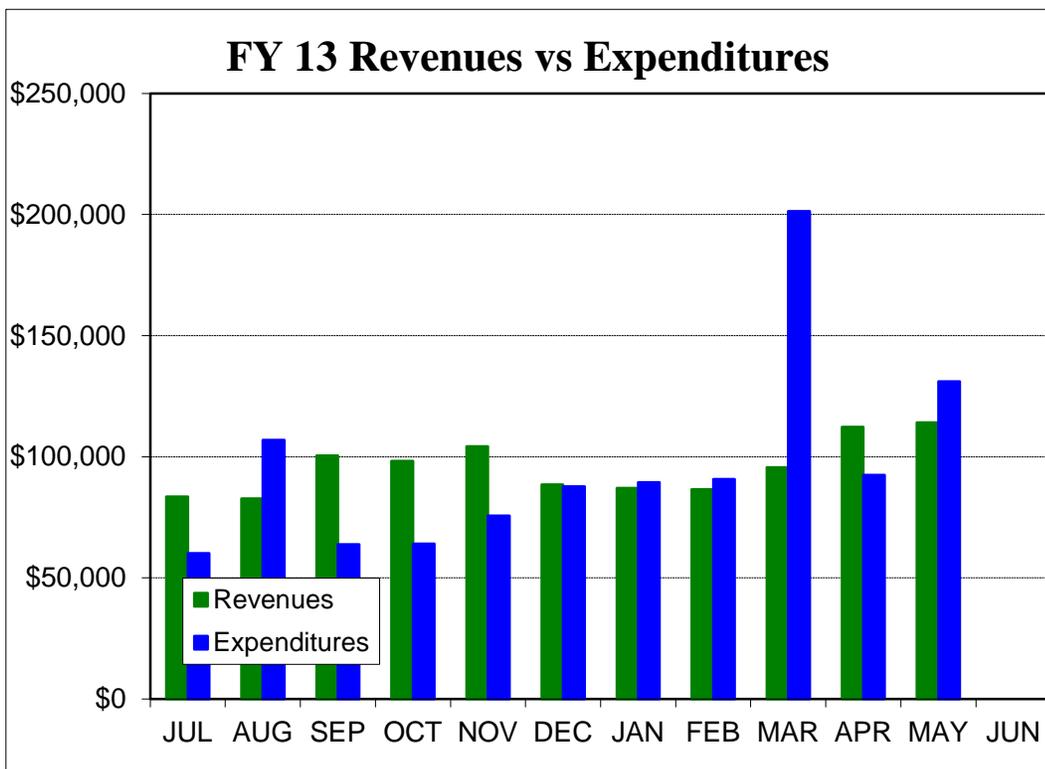
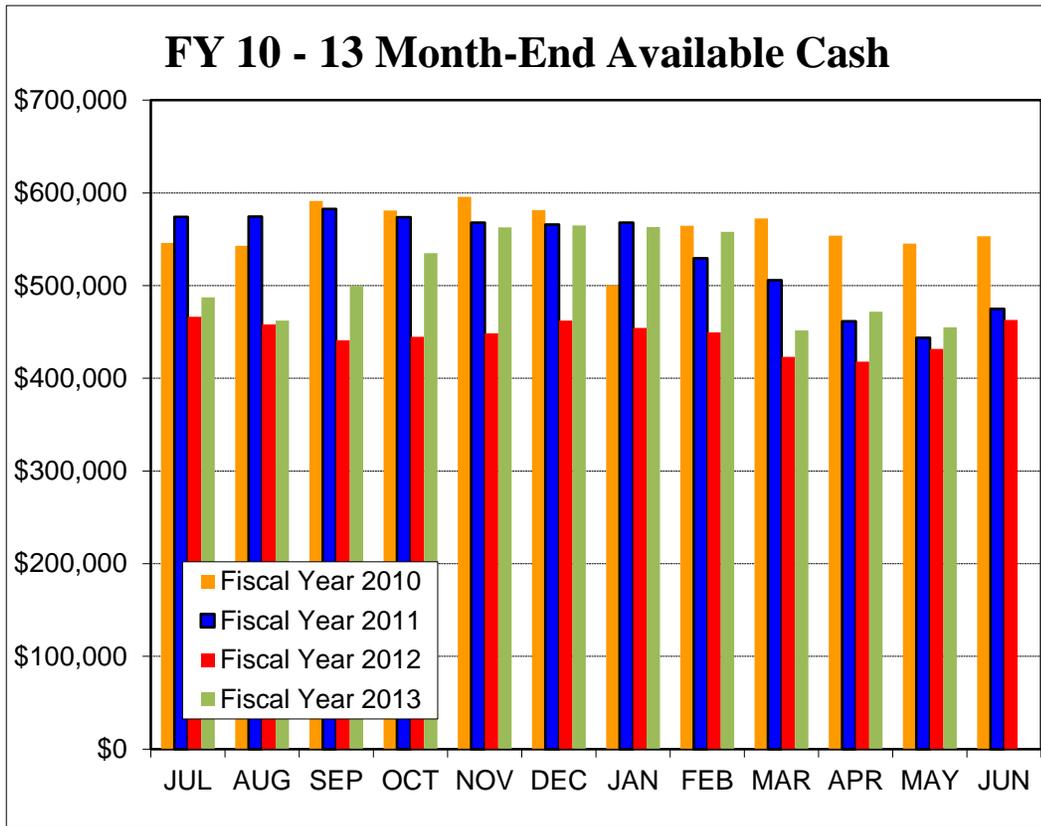
Statement of Revenues and Expenditures

Class	Budget	Fiscal Year To Date	YTD as a % of Budget	Remaining Budget	Projected for Remainder of Year	Projected Year End Totals	Projected Total as a % of Budget
Revenues:	831,000	1,053,681	126.8%	(222,681)	18,614	1,072,295	129.0%
Expenditures							
Personnel:	618,000	732,478	118.5%	(114,478)	65,677	798,156	129.2%
Operating:	218,000	192,040	88.1%	25,960	22,536	214,577	98.4%
Capital:	45,000	139,128	309.2%	(94,128)	14,627	153,755	341.7%
Total Expenditures	881,000	1,063,647	120.7%	(182,647)	102,841	1,166,488	132.4%
Net for FY 2013	(50,000)	(9,966)			(84,227)	(94,193)	

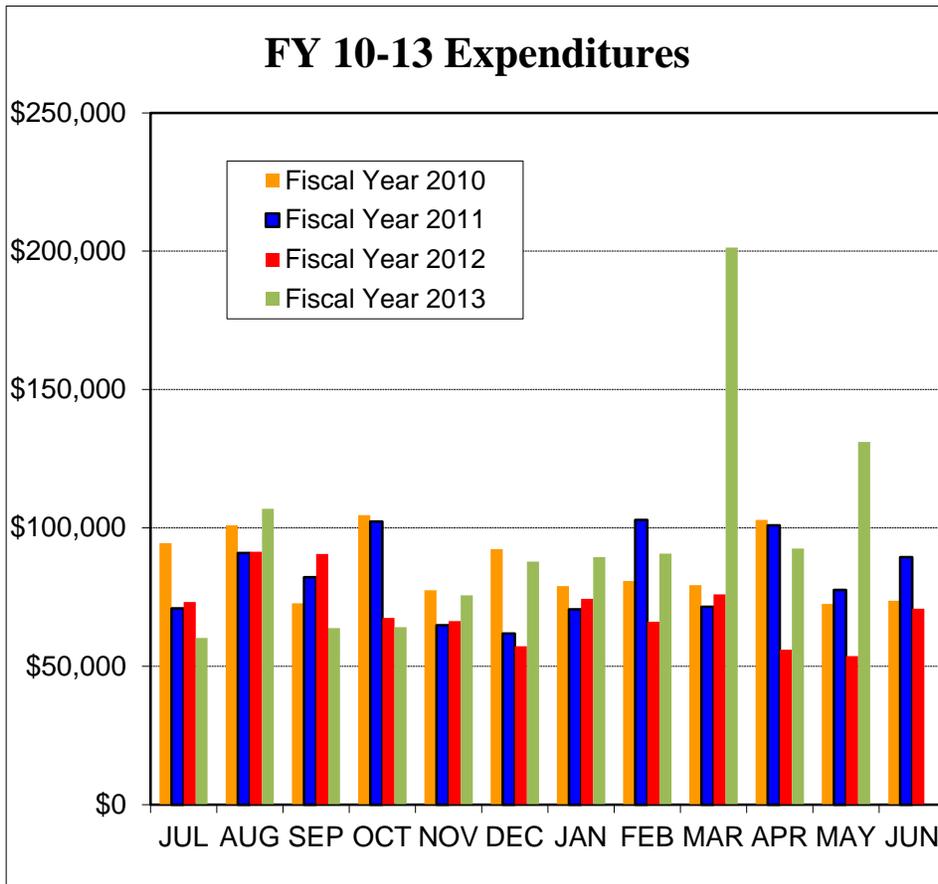
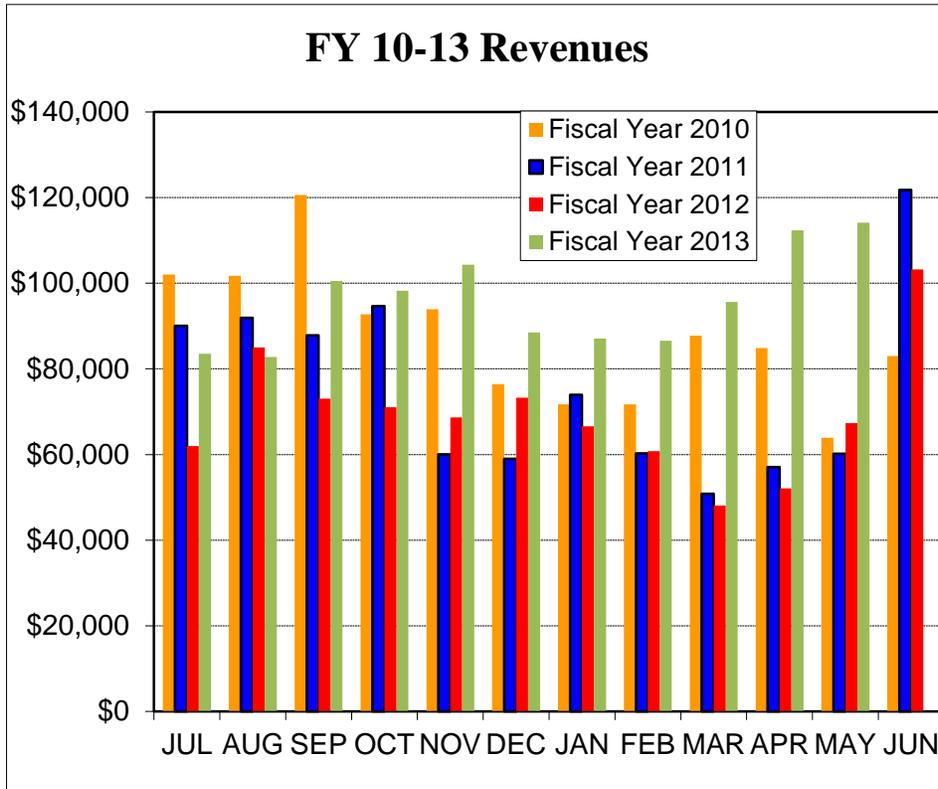
Statement of Cash Balance

July 1, 2012 Beginning Cash Available	Fiscal Year to Date Revenues	Fiscal Year to Date Expenditures and Encumbrances	Other Changes in Cash	Available Cash as of May 31, 2013	Projected Change in Cash for Remainder of Year	Projected Year End Available Cash
462,917	1,053,681	(1,063,647)	1,975	454,926	(84,227)	370,699

IDAHO HVAC BOARD FUND 0229-08



IDAHO HVAC BOARD FUND 0229-08



IDAHO HEATING, VENTILATION AND AIR CONDITIONING BOARD

Agenda Item No. 07b

Administrator

PRESENTER: C. Kelly Pearce, Administrator

OBJECTIVE: Provide an overview of the Division's current activities.

ACTION: Informational

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

**PROCEDURAL
HISTORY:**

ATTACHMENTS: No documentation

