

**FACTORY BUILT STRUCTURES ADVISORY BOARD  
VIDEOCONFERENCE MEETING**

**Tuesday – February 13, 2018 – 9:30 a.m. (MST)**

**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**

**MINUTES OF THE FEBRUARY 13, 2018 MEETING**

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

Chairman Markus Alley called the meeting to order at 9:35 a.m. (MST)

**Board Members Present:**

Markus Alley, Chairman  
Jeff Chrisman, Vice-Chairman  
Brian Mattson  
Michael Hampton  
Spencer McLean  
Mike Jensen  
Kenna Draper

**DBS Staff Members Present:**

Chris L. Jensen, Administrator  
Ron Whitney, Deputy Administrator  
Spencer Holm, Deputy Attorney General  
Arlan Smith, Building Program Manager  
Larry Jeffres, Regional Manager, Region 1  
Patrick J. Grace, Regional Manager, Region 2  
Jeff Egan, Regional Manager, Region 3  
Shelly Farris, Regional Supervisor, Region 3  
Renee Bryant, Administrative Assistant 2

◆ **Introduction**

Kenna Draper, Dealer/Installer Modular Representative, was welcomed as the newest board member.

- ◆ **Recognition** – Chairman Alley acknowledged Scott Flynn, Indie Dwell, for building factory built modular homes using frames of recycled shipping containers.

◆ **Open Forum**

House Bill 547 – There was concern what effects, if any, the modular industry would endure from cities and counties amending the 2012 International Residential Code (IRC), to include provisions of the 2015 IRC, in their jurisdictions. A residential modular unit with an Idaho insignia is a state inspected structure and subject to the 2012 IRC. Cities and counties can only approve site work on a building.

Representative Joe Palmer sponsored and introduced House Bill 547 to the 2018 legislature. The intent of the bill is to amend the Idaho Building Code Act; clarifying local jurisdictions are limited in their authority to adopt residential building codes different from building codes reviewed, amended, and adopted by the Idaho Building Code Board. This would provide uniformity and consistency of residential building codes across jurisdictions of the state of Idaho, and more clearly define the role of local jurisdictions in maintaining that intent.

◆ **Approval of the February 13, 2018 Agenda**

MOTION: Jeff Chrisman made a motion to approve the agenda as presented. Spencer McLean seconded. All in favor, motion carried.

◆ **Approval of the July 11, 2017 Board Meeting Minutes**

MOTION: Jeff Chrisman made a motion to approve the minutes as written. Spencer McLean seconded. All in favor, motion carried.

◆ **Tri-State Agreement**

Chairman Alley stated the original intent of the Tri-State Agreement between Washington, Oregon and Idaho was for uniformity of codes; however, each state is on different code cycles. Inevitably, plan approvals expire, creating additional funds for design review, as well as a great deal of work on the manufacturer's drafting and engineering staff. Building Program Supervisor Lisa Stover explained part of the problem is Idaho cannot dictate to other states when they can adopt codes. In addition, it is the Idaho Building Code Board's responsibility to recommend to the legislature the adoption of new codes.

◆ **Licensing Freedom Executive Order**

In May 2017, the Lt. Governor signed Executive Order 2017-06. The Order requires state agencies issuing professional and occupational licenses to assess their license requirements and procedures and provide a report to the Governor's office by July 1, 2018.

When questioned, the state must license installers in order for HUD to approve the state to run its program. Board Member Jeff Chrisman recommended DBS confer with Board Member Mike Jensen and Doug Strunk, Idaho Housing Alliance (IHA) Director, as they are good resources for licensing.

To obtain information or submit comments, a link is available on the Division's website. For the May meeting, Regional Manager Patrick J. Grace offered to provide the Division's report.

ACTION: Regional Manager Grace will present the Division's report at the May 8, 2018 Board meeting.

ACTION: The topic *Licensing Freedom Executive Order* will be placed as an informational item on the May 2018 agenda.

◆ **Administrator Report**

Financial Report – The Board's budget is in good shape, and the perspective year-in cash availability is a bit higher.

Budget – The Division of Financial Management approved the Division's budget request for fiscal year 2019. In the budget is the hire of six new inspectors.

Legislation – Approved were the Division's rules, with the exception of industrial safety. Statutes have been through the routing slip (RS) cycle and are printed.

Construction – A new extended core facility at the Idaho National Laboratory (INL) in Idaho Falls to begin construction within the year. It is estimated five to seven year to build with approximately 1,200 electricians. The Federal Bureau of Investigation begins construction on a major data center

in Pocatello with 60 electricians, and the Idaho Central Credit Union has approximately 40 electricians on a project. In addition, the Division has completed the plan review on a new, privately owned, cyber security building for the INL.

Budget (Cont'd) – With an excess in the budget, the Chairman asked whether the Division, on behalf of the Board, is able to spend money on technology, etc., to help the manufactured and modular industries. The Division does not have spending authority; however, it can request to the legislature to spend funds on specific item(s).

IHA Meeting with ITD – A meeting of IHA and Idaho Transportation Department (ITD) will be February 20, 2018, 2:00 p.m., at ITD to discuss transportation issues; i.e., road restrictions, adequate notice, etc. Anyone from the modular industry interested in attending needs to contact Teri Ottens, IHA, for an invitation.

IHA Training – For the May Board meeting, Mrs. Ottens offered to provide a report on education; i.e., number of installers and inspectors attended classes this year by IHA, number of individuals recertified, etc.

**ACTION:** The topic *IHA Education* will be placed as an informational item on the May 2018 agenda.

Continuing Education Units (CEU) – Manufactured housing’s CEU hours now match HUD’s criteria of eight hours every three years. Recently, IHA, in association with the Idaho Association of Building Officials, held its first official class in Fort Hall. There is a great deal of modular issues that come up in the classes; therefore, Doug Strunk and Teri Ottens, IHA Representatives, are creating a program that would include more modular involvement within classes.

Public Records – When asked, the Division’s license database is searchable on its website. If unable to locate pertinent information, an individual can complete a Public Records Request to DBS for additional assistance.

◆ **Adjournment**

**MOTION:** Jeff Chrisman made a motion to adjourn the meeting. Mike Hansen seconded. All in favor, motion carried.

The meeting adjourned at 10:55 a.m. (MST)

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MARKUS ALLEY, CHAIRMAN  
FACTORY BUILT STRUCTURES  
ADVISORY BOARD

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CHRIS L. JENSEN, ADMINISTRATOR  
DIVISION OF BUILDING SAFETY

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