

**FACTORY BUILT STRUCTURES ADVISORY BOARD
VIDEOCONFERENCE MEETING**

Tuesday – May 9, 2017 – 9:30 a.m. (MDT)

**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 MAY 9, 2017 MEETING

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

Vice-Chairman Jeff Chrisman called the meeting to order at 9:36 a.m. (MDT)

Board Members Present:

Jeff Chrisman, Vice-Chairman
Ken Roche
Mike Jensen
Michael Hampton
Ken Clay – Teleconference

DBS Staff Members Present:

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

◆ **Open Forum**

House (HO) Bill 156 -- Park Model Recreational Vehicles – Jack Lyman, Idaho Housing Alliance (IHA) Representative, notified the Board that HO156 passed the legislature, signed by the Governor, and becomes effective July 1, 2017. The bill defines, in statute, park model recreational vehicles, as well as allows them to be titled and registered through the Idaho Department of Transportation.

Idaho Manufactured Home Installation Standard Manual – Teri Ottens, IHA Representative, provided a brief update on the revision of the installation standards. It is projected the new standards will be available by September 2017.

Board Member Vacancy – Manufacturing of Commercial Modular Structures Representative Ken Clay, Jr. informed the Board he no longer represents Guerdon Modular Buildings nor lives in Idaho.

Administrator Chris L. Jensen will meet with a representative of the Governor’s office to discuss this newly vacated position.

Board Member Clay offered to continue to represent the Board through 2017, if needed.

◆ **Approval of the May 9, 2017 Agenda**

Vice-Chairman Chrisman called for a motion to approve the tentative agenda.

MOTION: Mike Jensen made a motion to approve the agenda as presented. Michael Hampton seconded. Vote called. All in favor, motion carried.

◆ **February 7, 2017 Board Meeting Minutes**

Vice-Chairman Chrisman called for a motion to approve the draft minutes.

MOTION: Ken Roche made a motion to approve the minutes as presented. Mike Jensen seconded. Vote called. All in favor, motion carried.

◆ **Negotiated Rulemaking**

This is the first of two hearings to discuss proposed amendments to IDAPA 07.03.11 *Rules Governing Manufactured/Mobile Home Industry Licensing* and IDAPA 07.03.12 *Rules Governing Manufactured or Mobile Home Installations*.

IHA Representative Teri Ottens affirmed IHA supports the revision and upgrade of the installation standard for manufactured and mobile homes.

Jack Lyman, IHA Representative, acknowledged the proposed manufactured industry licensing changes, presented by IHA at the February 2017 Board meeting, were in the draft proposal. Also noticed, were updated references to the Board, as well as the addition of the Division's two satellite offices. With those changes, IHA endorses both proposals.

Doug Strunk, Continuing Education Instructor approves the licensing changes. Over the years, Mr. Strunk has addressed this issue in his classes and received favorable support/comments from building inspectors and installers.

Deputy Attorney General Patrick Grace questioned, and Mrs. Ottens' offered, to provide to the Board prior to the July meeting, a final draft of the revised installation standards.

◆ **Amendment to Tri-State Agreement**

As requested at the February meeting, Administrator Jensen contacted the state of Washington to discuss the proposed amendment to the Tri-State Agreement. Never receiving the amendment, Washington is of the same opinion as Idaho that it could potentially cause issues with the Agreement, as well as code requirements. Therefore, the amendment is invalid.

Mike Wolf, KIT HomeBuilders West, provided the history behind the proposed amendment; stating it originated in Oregon.

No further action is required at this time.

◆ **Administrator Report**

Financial Report – Based on the projected year-end balance of revenue, the Board's finances are very healthy. The Division recommends at least one-year worth of income remain in the account; however, at this time, there is a little over two-years of revenue. A suggestion was for the Board to explore the possibility of using some of the income toward newer technology for the DBS.

Permits – On May 8, 2017, the Division issued 247 permits.

Legislation – Approved during the 2017 legislature was the following proposed statute and rule changes.

- Building – 2015 International Building Code, 2015 International Existing Building Code, and 2015 International Energy Conservation Code (commercial only).
- Logging Safety – Numerous logging safety rules; bringing the Logging Safety Program up to current standard.
- Public Works – Clearer statutory language on what constitutes “acting in the capacity of a construction manager”.
- Plumbing – 2015 Idaho State Plumbing Code, civil penalties for contractors, board compensation, and requirement to test for a journeyman license.
- Electrical – 2017 National Electrical Code, homeowners’ exemption, and submersible pumps.

Budget – With regard to capital outlay for improvements, Vice-Chairman Chrisman inquired, and Administrator Jensen offered, to provide to the Board ideas and potential costs to assist in streamlining the Division’s technology; i.e., permitting system. The DBS does not have the spending authority to better meet the needs of the industry; therefore, the Board was encouraged to contact the Governor’s office with suggestions.

ACTION: The Administrator will prepare a list of ideas/costs on future technology for the Board.

◆ **Adjournment**

Vice-Chairman Chrisman called for a motion to adjourn the meeting.

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

The meeting adjourned at 10:06 a.m. (MDT)

JEFF CHRISMAN, VICE-CHAIRMAN
FACTORY BUILT STRUCTURES
ADVISORY BOARD

CHRIS L. JENSEN, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE

06/08/2017rb