

**FACTORY BUILT STRUCTURES ADVISORY BOARD  
VIDEOCONFERENCE MEETING**

**Tuesday – July 10, 2018 – 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 JULY 10, 2018 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.*

Chairman Markus Alley called the meeting to order at 9:36 a.m. (MDT)

**Board Members Present:**

Markus Alley, Chairman  
Jeff Chrisman, Vice-Chairman  
Mike Jensen  
Kenna Draper  
Brian Mattson

**DBS Staff Members Present:**

Chris L. Jensen, Administrator  
Ron Whitney, Deputy Administrator  
Larry Jeffres, Regional Manager, Region 1  
Patrick J. Grace, Regional Manager, Region 2  
Jeff Egan, Regional Manager, Region 3  
Renee Bryant, Administrative Assistant 2

◆ **Open Forum**

There were no new issues to address during open forum.

◆ **Approval of the July 10, 2018 Agenda**

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

◆ **Approval of the May 8, 2018 Board Meeting Minutes**

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

◆ **Election of Officers**

On the first day of July or as soon as thereafter as practicable, the Board elects a chairman, vice-chairman and secretary from among its members.

Chairman

**MOTION:** Jeff Chrisman made a motion to nominate Markus Alley as chairman. Mike Jensen seconded. All in favor, motion carried.

Vice-Chairman

**MOTION:** Mike Jensen made a motion to nominate Jeff Chrisman as vice-chairman. Kenna Draper seconded. All in favor, motion carried.

Secretary

**MOTION:** Kenna Draper made a motion to nominate Spencer McLean as secretary. Mike Jensen seconded. All in favor, motion carried.

◆ **Schedule 2019 Board Meetings**

The meeting dates for 2019 are February 12th, May 14th, and July 9th.

**MOTION:** Kenna Draper made a motion to approve the 2019 meeting dates. Mike Jensen seconded. All in favor, motion carried.

◆ **Limited Plumbing License for Installers**

The Idaho Plumbing Board controls a set of specialty licenses that impact the installation of manufactured homes. Board Member Mike Jensen stated the license in question is limited to the connection of the water supply line to a plumbing drain line under the home; however, the requirements to get the license seems overly burdensome/demanding compared to the limited scope of work and risk to the public. The Division was asked if it would review the requirements of the installer exam and license with the Idaho Plumbing Board; moving the license under the Factory Built Structures Advisory Board and/or expand the authority of the licensee to pull permits.

Suggestions were: 1) Installer take a reasonable test to receive the specialty license, 2) Installer not work under a plumbing contractor, 3) The connection on a HUD home be under the installer license, 4) Licensed plumbing contractor connect the IRC manufactured homes and modular units, and 5) No specialty license.

Plumbing Program Manager John Nielsen reiterated the Board would like to eliminate the plumbing mobile home set-up for installer license. This would put HUD homes under the installation instructions and require a licensed plumbing contractor to tie stub-ins and run the plumbing underneath the homes. The license requirements are in rule; therefore, any changes need to go through the negotiated rulemaking process and legislature.

**ACTION:** The Plumbing Program Manager will address the topic *Limited Plumbing License for Installers* with the Idaho Plumbing Board.

◆ **Reduction of Fees**

Providing the background on the two financial statements that impact the Board, HUD grant and licensing/plan reviews/permit fees, Deputy Administrator Ron Whitney addressed the Factory Built Structures Advisory Board Fund, FY 2017 Financial Statement, as of May 31, 2018. The revenue and cash on hand are substantial and continue to rise. The Chairman has discussed with DBS the possibility of reducing fees; i.e., cost of plan reviews, permits, etc. The PWCL Board created, with no issues, a temporary rule with a sunset clause; reducing fees by 20 percent. Suggestions were for DBS to either perform an analysis of the Board's funds to decrease the fee schedule or add additional inspectors at the factories.

◆ **Administrator Report**

Financial Report – The financial report was addressed under the topic *Reduction of Fees*.

City of Meridian – DBS has been providing building and electrical inspections for the city of Meridian; however, will discontinue when the contract expires in September 2018. Building and electrical inspectors will be reassigned within the Division.

Extended Core Facility (ECF) – It will take approximately 1,000 tradesmen and ten years to build the new ECF in Blackfoot. This facility will support nuclear reactor defueling and refueling schedules required to meet the operational needs of the U.S. Navy.

Housing – H-2A housing is starting to ramp up. Employers must provide housing at no cost to H-2A workers and workers in corresponding employment who are not reasonably able to return to their residence within the same day. An H-2A worker is a temporary, nonimmigrant worker that performs agricultural labor or services of a temporary or seasonal nature.

NewCold – The Netherlands-based company, NewCold, will invest \$90 million to build the nation’s largest European-style frozen storage facility in Burley.

In-Plant Finished Panels – Coterra is taking the whole portable construction concept of modular and manufacturing housing to a new level by building finished panels in the plant. Rather than use licensed contractors, journeymen and apprentices, it prefers to work with individuals specifically trained to build wall panels. The process developed would change the inspection process, as well as change the qualifications of who can do the work.

Limited Plumbing License for Installers (Cont’d) – The current plumbing rules do not reference a specialty journeyman to install modular/manufactured homes. Therefore, anyone that can show two years of experience in the field with this specialty is eligible to take the specialty contractor exam and pull permits. The Division will modify the *Application for Examination as a Manufactured Housing Retailer, Resale Broker, or Installer*, decrease the number of questions on the exam, and meet with the Idaho Plumbing Board to remove from its rule verbiage pertaining to the plumbing mobile home set-up for installer license.

**ACTION:** The Plumbing Program Manager will address the topic *Limited Plumbing License for Installers* with the Idaho Plumbing Board to remove the installer license from its rules, and the application will be modified, as well as the exam questions.

◆ **Adjournment**

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

The meeting adjourned at 11:07 a.m. (MDT)

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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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DATE  
12/12/2018rb

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