

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

Wednesday – July 8, 2015 – 9:30 a.m. (MT)

**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
1118 F Street, Lewiston (DEQ)
650 Addison Avenue West, Suite 110, Twin Falls (DEQ)
900 North Skyline, Suite B, Idaho Falls (DEQ)**

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.

Acting Chairman Ted Sermon called the meeting to order at 9:34 a.m. (MT).

Board Members Present:

Ted Sermon, Vice-Chairman
Bruce Graham
Bill Carter
Arlyn Tietz
Bill Vandegrift
Tim LaMott

DBS Staff Members Present:

C. Kelly Pearce, Administrator
Steve Keys, Deputy Administrator-Operations
Ron Whitney, Deputy Administrator-Administration
Patrick Grace, Deputy Attorney General
Fred Sisneros, Financial Manager
Bill Hatch, Public Information Officer
John Nielsen, HVAC Program Manager
Larry Jeffres, Regional Manager, Region 1
Chris Jensen, Regional Manager, Region 3
Terry Blessing, Compliance Program Supervisor
Chuck Knapp, Regional Supervisor, Region 1
Kevin Gellings, Regional Supervisor, Region 3
Adam Bowcutt, Regional Supervisor, Region 3
Renee Bryant, Administrative Assistant 2/Board Secretary

Board Members Absent:

Dan Brizee, Chairman

In the absence of Chairman Brizee, Vice-Chairman Sermon served as acting chairman at this meeting.

◆ **Recognition**

Arlyn Tietz was recognized for his years of service on the Board with a commemorative plaque.

◆ **Open Forum**

Water Heater Upgrades - Kenny Calkins, Treasure Valley Master Plumbers Association, asked for clarification on whether a licensed plumbing contractor can purchase an HVAC permit to install water heater and gas piping upgrades.

By statute, plumbing contractors can cross-over and install water heaters and boilers. If the job is within the Division's jurisdiction, the plumbing contractor would pull a plumbing permit. A mechanical permit would be required in other jurisdictions.

◆ **Approval of the July 8, 2015 Agenda**

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

◆ **Approval of the May 13, 2015 Board Meeting Minutes**

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

◆ **Proposed Legislation--Title 54 Chapter 50**

An updated draft proposal on changes to Idaho Code § 54-50 was sent to the Board prior to the meeting. The Division would like to work towards instituting as much uniformity; i.e., licensing requirements, permit fees, etc., between the HVAC, Electrical and Plumbing Boards.

For the proposal to be presented at the 2016 legislative session, a legislative idea form would need to be submitted to the Governor's office prior to the legislative deadline. The Board was asked to endorse, in concept only, the draft. A special board meeting would be required to finalize the proposal.

The Acting-Chairman asked, and the City of Idaho Falls Representative Garrett Christoffersen offered, to provide notes/concerns about the proposal to the Deputy Administrator-Operations and Board.

MOTION: Tim LaMott made a motion that prior to the end of September, and upon review/approval of the Board, proposed legislation will be submitted to the Governor's office for the 2016 legislative session. Bill Carter and Bruce Graham seconded. All in favor, motion carried.

It was determined the Board will hold a special meeting on September 15th at 9:30 a.m. mountain time.

ACTION: The Division will schedule a special videoconference meeting for September 15th at 9:30 a.m. (MT)

Kenny Calkins requested a copy of the proposed legislation be sent to him.

ACTION: The DBS will provide an electronic copy of the proposal to Kenny Calkins.

◆ **Program Manager Report**

Training – In June, the Division provided training, to include a two-hour course on combustion air/flue sizing, to contractors in eastern Idaho.

Inspector Certification - The statute requires inspectors to be certified; however, the standard in which to get certified has never been established by the Board. The assumption has always been the code embodies the ICC; therefore, the Division has always relied on ICC certification for all inspectors in the state of Idaho.

The HVAC Program Manager suggested individuals be provided options; i.e., ICC, International Association Plumbing and Mechanical Officials, etc., in which to receive their certification.

The Idaho Association of Building Officials Representative Charlie Allen offered to provide, via email, a list of ideas to help identify/provide proper training.

In order to have a resource pool for inspectors on certification and continuing education courses, the Board was asked to provide qualified instructors/courses to the HVAC Program Manager.

ACTION: At a future board meeting, the HVAC Program Manager will bring additional information on qualified instructors/courses as it pertains to inspector certification and continuing education.

◆ **Operational Report**

Uniformity - This item was briefly discussed under topic *Proposed Legislation--Title 54 Chapter 50*. An outline of the licensure and fee requirements for each of the Division's programs will be provided to all board members. The Boards will review the information; providing input on ways the DBS can achieve uniformity.

Reorganization - The deputy administrators have traded with each other several of their responsibilities within the agency. The Deputy Administrator, Operations now supervises the Customer Resource Team (clerical staff) and the Deputy Administrator, Administration oversees the safety program, as well as school and government facilities.

Permits and Revenue - The percentages, year-to-date, for the state HVAC, electrical and plumbing permits and revenue versus the city of Meridian permits and revenue were provided. Currently, 40% of the HVAC program's revenue is from the city of Meridian.

◆ **Administrator Report**

Uniformity (Cont'd) - This item was briefly discussed under topic *Proposed Legislation--Title 54 Chapter 50*. The Administrator provided further similarities between the Electrical, HVAC and Plumbing Boards, as well as explained why uniformity is important.

Commercial Construction - Following are proposed, new and/or existing construction projects throughout the state of Idaho: Two major hotel projects, Ketchum; Sun Valley Lodge, Sun Valley; Scentsy manufacturing facility, Costco, temple and four multi-family housing projects, Meridian; Magnida plant, American Falls; Fort Hall gaming facility, Pocatello; Camping World facility, Idaho Falls; 19-story hotel tower and 14-story condominium tower, Coeur d'Alene.

Residential Construction - There has been a 14.4% increase in residential construction in the state of Idaho this calendar year versus the previous calendar year. On a per capita basis, Idaho is the fastest growing residential construction area in the United States.

Compliance Program – The Compliance Program Supervisor is currently traveling throughout the state meeting with inspectors, local jurisdictions and supervisors; ensuring everyone is notified and on-board with the Division’s new program.

Financial Report – The Idaho HVAC Board fund, FY 2015 financial statement as of May 31, 2015, was reviewed.

◆ **Adjournment**

MOTION: Bruce Graham made a motion to adjourn the meeting. Bill Carter seconded. All in favor, motion carried.

The meeting adjourned at 11:04 a.m. (MT).

TED SERMON, ACTING CHAIRMAN
HEATING, VENTILATION AND
AIR CONDITIONING BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

08/13/2015rb

DATE