

CODE TRAINING AND EDUCATION FUND BOARD OF CONTROL ANNUAL MEETING**June 26, 2014 Minutes**

Father Edward Hyland called the meeting to order at 1:06 p.m.

Members present: Mary Ann Basile, Joseph Cassidy, Father Hyland, and Stephen Whitaker
Attending from the Office of Education and Data Management: Bonnie Becker, Craig Russell, Pasquale Salemi and Lisa Rochester

There were no communications.

Approval of June 20, 2013 Minutes: A motion was made and seconded to approve the minutes. All in favor. No discussion. Motion carried.

Review of OEDM FY 14/15 Career Development Training Schedule

Bonnie Becker reviewed the 2014/2015 training schedule, and reported that career development building classes, which typically are scheduled four days per month, will now have one evening added as standard practice. The evening class will be centrally located. Pre-Licensure classes will resume in September, with Jim Quish as lead instructor. The Fire Investigation and Fire Code modules will be offered twice as usual.

Staff Reports – OEDM Accomplishments for FY 13/14

Bonnie Becker reported that 41 Code/Hazmat students and 52 Fire Investigation students graduated from the Pre-Certification program (two semesters), and that the Pre-Licensure training program was not held because the curriculum was being rewritten to include the 2012 ICC codes.

She included statistics on the number of outside credit classes OEDM reviewed (4478), the number of code and allied trades professionals trained (6856), the number of career development classes offered (103 classes in 21 subject areas), the number of exams developed (137 distinct) and administered (946). Bonnie also provided numbers about Building Official and Fire Official credentialing, including the number of three-year cycle roll-overs (333 fire, 184 building), the number of training cycle extensions (15 fire, 11 building), the number of revocations (32 fire, 2 building) and the number of retirements (23 fire and 4 building).

Craig Russell reviewed the CBOA/CFMA Conference, "Life Safety and Security in Education Occupancies, held on November 26, 2013 (261 participants) and the 2014 Design and Trades Conference, held on May 29 in partnership with the Construction Institute (227 participants).

Craig Russell reported that OEDM Trainers Michael Gilbertie and Sheila Taridona, in collaboration with John Doucette from the Office of State Fire Marshal, adopted the Jones & Bartlett Fire inspector Program as the basis of their rewrite of the precertification program.

Staff Reports – OEDM Goals for FY 14/15

Bonnie Becker reported that the roll out of the new Pre-Licensure program is set for September 2014, including the development of an instructor guide and student homework book. The building test bank

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questions also will be updated to the 2012 codes and to the learning objectives of the new program.

Craig Russell discussed the revisions to the Pre-Certification program, updates to the fire test bank, and the possibility of a final exam. The new class will be taught in September 2014. He also reported that Bonnie Becker is working with the Distance Learning Consortium to develop 18 hours of on-line continuing education classes for building and fire officials.

Craig Russell also reviewed plans to evaluate the OEDM database and to implement new business requirements.

Review of Proposed Code Training and Education Fund FY 14/15 Budget

Bonnie Becker presented the budget proposal and provided the Code Education Fund account balances from FY 2011 through FY 2017. She also reviewed a detailed budget proposal and budget summary. Craig Russell reported that OEDM increased the number of outside content experts as trainers and developers for Pre-Licensure, Pre-Certification and career development classes.

The current code fund fee charged to municipalities will remain at \$.26 per \$1,000 of construction value assessed for FY 14/15.

Approval of Code Training and Education Fund FY 14/15 Budget

Motion was made by Mary Ann Basile and seconded to accept the budget as proposed. All in favor. No discussion. Motion carried.

Meeting adjourned at 2:32 p.m.

Joseph Cassidy
Acting State Building Inspector