



CODE TRAINING AND EDUCATION FUND BOARD OF CONTROL ANNUAL MEETING

June 20, 2013 Minutes

Joseph Cassidy called the meeting to order at 2:20 p.m.

Members present: Joseph Cassidy, Mary Ann Basile, Stephen Whitaker and Father Hyland.

Attending from the Office of Education and Data Management were Craig Russell, Douglas Schanne and Beth Potts

There were no communications.

Approval of June 14, 2012 Minutes: A motion was made and seconded to approve the minutes. All in favor. No discussion. Motion carried.

Review of OEDM FY 13/14 Career Development Training Schedule: Craig Russell reviewed the 2013/2014 training schedule. Douglas Schanne stated that more evening classes were added to the schedule at the request of the Building Code Training Council, and the fall 2013 pre-licensure program was postponed to allow time for updating and redesigning the program.

Education & Administration Accomplishments for FY12/13: Craig Russell reviewed the accomplishments of the office including statistical information, the planning and implementing of yearly career development, pre-licensure and pre-certification training programs, the Design & Trades Conference in May, the redesigning of the fire pre-certification program code module and test bank, the creating of a pre-licensure working group, the transferring of NFIRS Program Management, the review of outside credit applications, the acquiring and utilizing Survey Monkey and the hiring new OEDM staff.

Goals for FY 2013/2014: Craig Russell discussed the updating the curriculum of the pre-licensure and pre-certification programs, the developing three on-line continuing education program credits from the updated pre-licensure program, the certifying two NFIRS program managers, the implementing strategies to verify and update email addresses in OEDM database and list serve, following through on the Needs Assessment Survey, analyzing Survey Monkey results and identifying and implementing strategies to make more quality continuing education opportunities.

Review of Proposed Code Training and Education Fund FY 2013/2014 Budget: Craig Russell reviewed the budget proposal and provided the Code Official Training and Education Fund Balances from FY 2009 through July 2015 and included a detailed budget proposal and budget summary. The current fee charged to cities and towns for the code fund will remain the same at \$.26 per \$1,000.00 of construction value assessed for the 2013/2014 fiscal year. A discussion was held regarding online curriculum development costs.



State of Connecticut
DEPARTMENT OF CONSTRUCTION SERVICES
Division of School & State Construction Support Services
Office of Education and Data Management

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

Meeting adjourned at 3:40 p.m.

Joseph Cassidy
Acting State Building Inspector

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