



**Code Training and Education Fund Board of Control  
Meeting Minutes**

**Tuesday, March 14<sup>th</sup>, 2023**

**10 AM via TEAMS**

**Approved - 3/28/2023**

**1. Call to Order**

Michael Fullerton, OEDM Director called the meeting to order at 10:05AM

**2. In Attendance**

Members: Alan Lagocki, Keith Flood, Henry Miga, Raymond Steadward, Michael Musco

State: Michael Fullerton, Darren Hobbs

**3. Discussion of Time Gap and Prior Business**

Minutes for the last meeting in 2019 cannot be located by anyone. Motion made for Alan Lagocki to scan a meeting roster he found for that meeting for us to maintain a record of the meeting's existence. Seconded by Raymond Steadward. Motion carried.

**4. Review of Career Development Training Schedule**

Michael Fullerton discussed the upcoming Career Development plans and schedule, including a move back to offering a list of programs via the ListServs and plans to begin offering some live, in-person programs again within a year.

Keith Flood expressed concerns over how outside requests are handled, noting that certificates can be problematic for smaller offerings. Michael Fullerton explained alternate paths for outside credit that the LMS allows, including importing userID from a spreadsheet, Ray Steadward inquired if any other information was needed, and Michael Fullerton responded that if an event is pre-approved, all OEDM really needs is a spreadsheet with the list of OEDM user ID numbers (new ones, not old) and the event.

Alan Lagocki asked about AIA programs and OEDM -- Michael Fullerton responded that he has started talking with AIA about working more closely to make sure OEDM provides AIA what they need for their own reporting. Alan also mentioned communicating with the State's technical high schools, and Michael Fullerton responded that it is on OEDM's radar, depending on how responses to Legislative Special Act 22-14 are implemented in regards to entry level pathways to Code Enforcement.

**5. Office of Education and Data Management Report**

Michael Fullerton mentioned OEDM's extensive staffing changes, from the Leadership level down through Trainers and Office staff. Building has all new trainers, with the most recent new hire coming from a strong electrical background OEDM can utilize instead of outsourcing with an outside instructor.



## DEPARTMENT OF ADMINISTRATIVE SERVICES

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Michael Fullerton added that the Pre-Licensure Training Program (PLTP) for prospective Building Officials and Pre-Certification Training Program for prospective Fire Officials are back on in full swing, meeting at OEDM's new classroom at 450 Columbus Blvd in Hartford. It was added that, especially for the Building Side, municipalities seeking to hire someone can send OEDM their recruiting materials and they will disseminate them to the students.

Ray Steadward mentioned possibly having Building Officials come into the PLTP program and talk more about what they do, potentially involving CBOA to foster more community interaction. Additionally, it was mentioned that students might be able to reach out and connect with an established official and set up a day or two of shadowing them to learn more about the practical side of the job. Michael Fullerton responded that he likes the idea and hopes to explore this with possibility with future PLTP offerings.

Michael Musco brought up the need to foster better cooperation and communication between Fire Marshals and Building Officials. He mentioned west haven being a good example of a municipality doing this well. Keith Flood added that when communication is forthcoming, one side can cover for the other provided everyone stays within their scope. Raymond Steadward noted that it needs to be a team approach, with Building, Fire, and Construction working together toward compliance. Michael Fullerton added that OEDM is exploring an expanded Plan Review program which would expose students to both the fire and building sides of things, in the hope of illustrating the scope of control of various types of inspectors and expose new officials to proper vectors of communication.

### **6. Review of Prior Budget(s)**

Keith Flood asked about OEDM operating without formally approved budgets, and Michael Fullerton explained that it seems to be an unspoken policy that the State cannot cease normal operations when every detail isn't met and instead carries forward as best it can. Michael Fullerton further added that this meeting was the attempt to sort it all out after the fact.

Keith Flood made a motion to retroactively approve the OEDM budgets as shown for Fiscal Years FY21 and FY22, but to table discussion of the current fiscal year's budget for another meeting. A discussion however followed after Michael Musco inquired regarding a general overview of where the FY23 budget stands at this point. Motion was then brought up again and carried with everyone agreeing to approve the FY21 and FY22 budgets and to reconvene in two weeks, at 10am on March 28th, 2023.

### **7. Adjournment**

Motion made and carried to adjourn at 11:06AM