

MINUTES OF THE MEETING

**BUILDING CODE ADMINISTRATORS AND INSPECTORS BOARD
FOUR SEASONS RESORT PALM BEACH
2800 SOUTH OCEAN BOULEVARD
PALM BEACH, FL 33480
AUGUST 21, 22, 23, & 24, 2007**

AUGUST 21, 2007 – 9:00 A.M.

APPLICATION REVIEW COMMITTEE

CALL TO ORDER

Mr. Sasso called the meeting to order at 9:00 am.

Members Present

Bob Kymalainen
Bob McCormick
Nick Sasso

Others Present

Robyn Barineau, Executive Director
Elise Rice, Government Analyst
Bill Nolen
Joe Rainwater
Frank Harrell
Shirley Weekley
Douglas Harvey, BOAF
Nabil Marolin
Todd Shoff
Caryn Kraus, PBC
Michael Fox, PBC
Robert C. Collins
David Johnson
Felicia Everett
Michael Mayall
Richard Thompson
Mike Krenn
Aaron Anderson
Altagracia Duran
Lindy Nelson
Alan Plante
J. Christopher Swain
Daniel J. Gargas
Mike Fichera
Mike Riccard
Andrew Bruhn
Steve Tobias

Everett F. Maier, Jr.
Michael P Johnson
Mischa Morgera
Kerry Leuzinger
James Brown
Gary Mosteller
Steven Young
Tracy Douberly
Gregg Lamb
Donnie True
Richard Gauthier
Paul Turick

PUBLIC SESSION 9:00 A.M. – 11:00 A.M. – HELPFUL TIPS ON FILLING OUT LICENSE APPLICATIONS

Mr. Sasso asked Mr. McCormick to lead the public session. The Committee reviewed applications with the audience at this time and responded to their questions.

REVIEW OF APPLICATIONS

At this time, the Committee reviewed applications of individuals present.

Aaron Anderson – Building Inspector and Provisional Building Inspector

Mr. Anderson was present at the meeting and the Committee approved his applications.

Clinton T. Aresenault – Provisional Building Plans Examiner

Mr. Aresenault was present at the meeting and the Committee approved his application.

Christopher Boucher – Provisional Building Inspector and Building Inspector

Mr. Plante was present at the meeting on behalf of Mr. Boucher and the Committee approved his applications.

Andrew Scott Bruhn – Coastal Construction Inspector – Endorsement

Mr. Bruhn was present at the meeting and the Committee approved his application.

Robert Collins – Provisional Building Code Administrator

Mr. Collins was present at the meeting and the Committee approved his application.

Tracy Douberly – 1&2 Family Dwelling Inspector

Mr. Douberly was present at the meeting and the Committee denied his application as the training program was not approved by the Board.

Altagracia Duran – Building Plans Examiner

Mr. Duran was present at the meeting and the Committee approved his application.

Richard Gauthier – Provisional Mechanical Inspector

Mr. Gauthier was present at the meeting and the Committee approved his application.

David Johnson – Building Plans Examiner

Mr. Johnson was present at the meeting and the Committee approved his application.

Kerry Leuzinger – Building Code Administrator – Endorsement

Mr. Leuzinger was present at the meeting and the Committee approved his application.

Frank A. Harrell – Provisional Building Inspector

Mr. Harrell was present at the meeting and the Committee approved his application.

Everett Maier – Building Inspector and Building Plans Examiner

Mr. Maier was present at the meeting and the Committee approved his applications.

Gary Mosteller – Mechanical Inspector

Mr. Mosteller was present at the meeting and the Committee approved his application.

William Nolen – Building Code Administrator – Endorsement

Mr. Nolen was present at the meeting and the Committee approved his application.

Richard Alan Thompson – Building Plans Examiner and Provisional Building Plans Examiner

Mr. Thompson was present at the meeting and the Committee approved his applications.

Paul Conrad Turick, Jr. – Building Code Administrator

Mr. Turick was present at the meeting and the Committee approved his application.

Shirley Weekley – Building Plans Examiner and Provisional Building Plans Examiner

Ms. Weekly was present at the meeting and the Committee approved her building plans examiner application. She withdrew the application for provisional building plans examiner.

At this time, the Committee reviewed applications.

RECESS

There being no further business to come before the Committee, the meeting was adjourned at 5:15 p.m.

AUGUST 22, 2007 – 9:00 A.M.

CALL TO ORDER AND WELCOME

Mr. Sasso called the meeting to order at 9:00 a.m.

Members Present

Nick Sasso

Bob Kymalainen

Bob McCormick

Others Present

Robyn Barineau, Executive Director
Elise Rice, Government Analyst
James Wilkins
Gino Escorido
Gustavo Gomez
Anthony Thomas
Thomas Ray Johnson
James T. Schultz
Lester Howland
William Hand
Juan J. Militello
James M. Davis
Robert J. Phillips, III
Joseph H. Wyatt
Roy Clark
Mark L. Smalley
Todd Abernathy
Adam Kaspzak
Dan Gargas
David Dayan

REQUEST FOR HEARINGS

Todd Abernathy – Building Inspector

Mr. Abernathy was present at the meeting and additional information had been provided for the Committee's review. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Committee uphold the denial of the building inspector application.

SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

James M. Davis – Building Inspector

Mr. Davis was present at the meeting and provided additional information for the Committee's review. Following discussion the following action was taken.

MOTION: Mr. McCormick made a motion that the Committee approve the building inspector application based on the additional affidavits and testimony.

SECOND: Mr. Kymalainen seconded the motion and it passed unanimously

Gino Escorido – Building Inspector

Mr. Escorido was present at the meeting and provided additional information for the Committee's review. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Committee approve the application based on the additional information and testimony.

SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

Diana M. Giraldo – Provisional Electrical Plans Examiner, Provisional Plumbing Plans Examiner, Provisional Mechanical Plans Examiner, and Provisional 1&2 Family Dwelling Inspector

Ms. Giraldo had requested that the hearing be continued until the October meeting.

Gustavo Gomez – Provisional Mechanical Inspector

Mr. Gomez was present at the meeting and additional information had been provided for the Committee's review. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Committee approve the application based on the additional information submitted.

SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

William Hand – Plumbing Inspector, Plumbing Plans Examiner, Provisional Plumbing Inspector, and Provisional Plumbing Plans Examiner

Mr. Hand was present at the meeting and additional information had been submitted for the Committee's review. Following discussion, the following action was taken.

MOTION: Mr. Sasso made a motion that the Committee uphold the denial of the applications.

SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

Lester Howland – Provisional Building Inspector and Provisional Building Plans Examiner

Mr. Howland was present at the meeting and provided additional information at the meeting for the Committee's review. Mr. Howland stated that he had withdrawn the provisional building plans examiner application and wanted the Committee to only consider the provisional building inspector application.

Mr. McCormick stated that the Committee needed to know that he was hired for the building inspector position as there was no evidence that he had been hired into that position. Following discussion, the Committee gave Mr. Howland until noon to provide an affidavit that he was hired into the building inspector position.

Later during the meeting, Mr. Howland presented the Committee with additional information. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Committee approve the provisional building inspector application based on the new information presented.

SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

Thomas R. Johnson – Provisional Plumbing Inspector

Mr. Johnson was present at the meeting and provided additional information for the Committee's review. Mr. Johnson informed the Committee that he wanted a standard license. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Committee uphold the denial of the application.

SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

Adam S. Kasprzak – Mechanical Inspector, Building Inspector, 1&2 Family Dwelling Inspector, Coastal Construction Inspector, Plumbing Inspector, Plumbing Plans Examiner, Mechanical Plans Examiner, Building Plans Examiner, Provisional Building Inspector, Provisional Building Plans Examiner, Provisional Coastal Construction Inspector, Provisional 1&2 Family Dwelling Inspector, Provisional Mechanical Inspector, Provisional Mechanical Plans Examiner, Provisional Plumbing Inspector, and Provisional Plumbing Plans Examiner

Mr. Kasprzak was present at the meeting along with Mr. Dan Gargas, Assistant Building Official for Monroe County. Following discussion, the Committee gave Mr. Kasprzak until Wednesday to present additional information.

Robert J. Phillips, III – Roofing Inspector – Voluntary

Mr. Phillips was present at the meeting and had submitted additional information for the Committee's review. During discussion, Mr. Phillips stated that he was not a state certified roofing contractor. He was currently working with an architectural firm and holds a standard license. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Committee uphold the denial of the application for the original reasons.

SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

James T. Schultz – Provisional 1&2 Family Dwelling Inspector

Mr. Schultz was present at the meeting and provided additional information for the Committee's review. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Committee approve the application based on the testimony and additional information provided.

SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

Mark L. Smalley – Building Inspector

Mr. Smalley was present at the meeting and additional information had been submitted and provided at the meeting for the Committee's review. Following discussion, the following action was taken.

MOTION: Mr. Kymalainen made a motion that the Committee approve the application based on the testimony given at the meeting.

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

Anthony V. Thomas – Provisional Building Inspector

Mr. Thomas was present at the meeting and additional information was provided at the meeting for the Committee's review. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Committee approve the application based on the evidence and testimony given at the meeting.

SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

James Wilkins – 1&2 Family Dwelling Inspector & Roofing Inspector – Voluntary

Mr. Wilkins was present at the meeting and provided additional information for the Committee's review. Following discussion, the following action was taken.

MOTION: Mr. Sasso made a motion that the Committee uphold the denials as stated.
SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

Joseph H. Wyatt – Building Inspector

Mr. Wyatt was present along with Mr. Roy Clark, Building Code Administrator for the University of South Florida. Additional information had been submitted for the Committee's review. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Committee approve the application based on the additional information and testimony provided.
SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

Juan Militello – Provisional Building Inspector

Mr. Militello was present at the meeting along with Mr. David Dayan. Additional information had been submitted and provided at the meeting for the Committee's review.

MOTION: Mr. McCormick made a motion that the Committee approve the application based on the testimony and information submitted.
SECOND: Mr. Sasso seconded the motion and it passed unanimously.

At this time, the Committee continued to review applications.

RECESS

There being no further business to come before the Committee, the meeting was adjourned at 3:15 p.m.

AUGUST 23, 2007 – 9:00 A.M.

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND WELCOME

Vice-Chair Sasso, called the meeting to order at 9:02 a.m.

MEMBERS PRESENT

Nick Sasso, Vice-Chair
Dennis Franklin
Bob Kymalainen
Bob McCormick
Rob Nagin

Members Not Present

Fred Dudley
Richard Gathright
Joan Overton

Others Present

Robyn Barineau, Executive Director
Elise Rice, Government Analyst
Jeffrey Jones, Board Counsel
Charles Tunnickliff, Prosecuting Attorney
Roy Clark
Joseph H. Wyatt
James Wilkins
Stephen Uman
William Key
Roger Sanders
Michael Fox
Dennis King
James Lewis, ICC
H. T. White
Andrew Douglas
Joseph Rebuck
Doug Harvey, BOAF
Paul Jarubowski
Don Fuchs, BOAF
Anne Martinez, ICC
Karen Johnson, ICC
Rebecca Caldwell, PBC
Laura Ann McCall
Glen Parrott
Dan Gargas
Adam Karpzak
Robert G. Boyer
Michael A. Norton
Ed Walters
Wayne Smith
John O'Conner
Sharon Mignardi
Steve Pirzills
Rhonda Koning, Contractors Institute
Jessica Finkelstein, Court Reporter

HEARINGS NOT INVOLVING ISSUES OF DISPUTED FACTS

George L. Bronson – Provisional Building Plans Examiner

Mr. Bronson was not present at the meeting, however, additional information had been submitted for the Board's consideration. Following discussion, the following action was taken.

MOTION: Mr. Franklin made a motion that the Board uphold the denial of the application.

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

Don Guildford – Plumbing Inspector, Mechanical Inspector, 1&2 Family Dwelling Inspector, Electrical Inspector, and Building Inspector

Mr. Guildford was not present at the meeting, however, additional information had been submitted for the Board's consideration. Following discussion, the following action was taken.

MOTION: Mr. Franklin made a motion that the Board uphold the denial of the applications.

SECOND: Mr. Nagin seconded the motion and it passed unanimously.

Paul E. Jakubowski – 1&2 Family Dwelling Inspector and Building Plans Examiner

Mr. Jakubowski was present at the meeting along with Mr. Glen Parrott, Deputy Building Official for West Melbourne. They were both were sworn in by the court reporter. Additional information was provided at the meeting for the Board's review. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Board uphold the denial of the applications.

SECOND: Mr. Nagin seconded the motion and it passed unanimously.

Adam S. Kasprzak – Mechanical Inspector, Building Inspector, 1&2 Family Dwelling Inspector, Coastal Construction Inspector, Plumbing Inspector, Plumbing Plans Examiner, Mechanical Plans Examiner, Building Plans Examiner, Provisional Building Inspector, Provisional Building Plans Examiner, Provisional Coastal Construction Inspector, Provisional 1&2 Family Dwelling Inspector, Provisional Mechanical Inspector, Provisional Mechanical Plans Examiner, Provisional Plumbing Inspector, and Provisional Plumbing Plans Examiner

Mr. Kasprzak was present at the meeting along with Mr. Dan Gargas. They were both sworn in by the court reporter. Additional information was provided at the meeting for the Board's review. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Board approve the provisional and standard 1&2 family dwelling inspector applications and uphold the denials of the remaining applications.

SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

William H. Key – Provisional Mechanical Inspector, Mechanical Inspector, Provisional Plumbing Inspector, Plumbing Inspector, Provisional Electrical Inspector, and Electrical Inspector

Mr. Key was present at the meeting and was sworn in by the court reporter. He provided additional information for the Board's review. Following discussion, the following action was taken.

MOTION: Mr. Franklin made a motion that the Board approve the mechanical, plumbing and electrical applications based on the additional information provided.

SECOND: The motion died for lack of a second.

MOTION: Mr. Kymalainen made a motion that the Board approve the applications for examination and uphold the denial of the provisional applications.
SECOND: Mr. Nagin seconded the motion which failed with Mr. McCormick, Mr. Nagin and Vice-Chair Sasso voting against the motion.

MOTION: Mr. McCormick made a motion that the Board uphold the denials as the additional information provided was for licenses that he already held.
SECOND: Vice-Chair Sasso seconded the motion which passed with Mr. Franklin and Mr. Nagin voting against the motion.

Joseph Schubiger – Plumbing Plans Examiner Mechanical Plans Examiner, Plumbing Inspector and Mechanical Inspector – Endorsement

Mr. Schubiger was not present at the meeting and no additional information had been submitted.

MOTION: Mr. Franklin made a motion that the Board uphold the denials of the applications.
SECOND: Mr. Nagin seconded the motion and it passed unanimously.

Charles Wirth – Modular Inspector – Voluntary – Endorsement

Mr. Wirth was not present at the meeting and no additional information had been submitted. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Board uphold the denial of the application.
SECOND: Vice-Chair Sasso seconded the motion and it passed unanimously.

James Wilkins – 1&2 Family Dwelling Inspector & Roofing Inspector – Voluntary

Mr. Wilkins was present at the meeting and was sworn in by the court reporter. Mr. McCormick asked Mr. Wilkins why he was present today since the Committee took action on his hearing the day before. Mr. Wilkins responded that he wanted to discuss his experience with the Board.

MOTION: Mr. McCormick made a motion that the Board reconsider the applications.
SECOND: Mr. Franklin seconded the motion and it passed unanimously.

Following discussion, the following action was taken.

MOTION: Mr. Franklin made a motion that the Board uphold the denial of the applications.
SECOND: Mr. McCormick seconded the motion and it passed unanimously.

Stephen D. Uman, The Uman Group, Inc.

Mr. Uman was present at the meeting and was sworn in by the court reporter. Mr. Uman provided information for the Board's review at the meeting.

Mr. McCormick questioned Mr. Uman on some of the items contained in his course. Mr. Kymalainen commented that this course was geared more toward the Construction

Industry Licensing Board and not the Building Code Administrators and Inspectors Board. Following discussion, the following action was taken.

- MOTION: Mr. Franklin made a motion that the Board uphold the denial of the laws and rules portion of the course and approve it as an accessibility course.
SECOND: Mr. Nagin seconded the motion and it passed unanimously.

Mr. Charles Tunnicliff was present on behalf of Ms. Jessica Leigh.

Dennis P. King – DBPR Case # 2006-067660

PCP: Nagin, Dudley, Council

Mr. King was present at the meeting and was sworn in by the court reporter. Additional information was provided at the meeting.

Mr. Tunnicliff informed the Board that Mr. King was charged with working outside the scope of his license. The Department recommended that the Board impose an administrative fine in the amount of \$500, costs of \$392.11, one-year probation, and 14 additional continuing education hours.

Following discussion, the following action was taken.

- MOTION: Mr. Franklin made a motion that the Board accept the Findings of Fact and Conclusions of Law as outlined in the Administrative Complaint.
SECOND: Mr. McCormick seconded the motion and it passed unanimously.
- MOTION: Mr. Franklin made a motion that that the Board adopt the recommendation of the Department for an administrative fine in the amount of \$500, costs in the amount of \$392.11, probation for one-year, and 14 additional hours of continuing education.
SECOND: Mr. Kymalainen seconded the motion which passed with Vice-Chair Sasso voting against the motion.

SETTLEMENT STIPULATIONS

Bruce Allen Cannon – DBPR Case #2004-009373

PCP: Nagin, Council, Rogers, Bertolami

Mr. Cannon was not present at the meeting, however, his attorney, Ms. Laura Ann McCall, was present.

Mr. Tunnicliff informed the Board that Mr. Cannon was charged with inappropriately inspecting a manufactured house. The Respondent agreed to a Stipulation which called for an administrative fine in the amount of \$2,000, costs in the amount of \$439.90, probation for one-year, and 14 additional hours of continuing education.

Following discussion, the following action was taken.

- MOTION: Mr. McCormick made a motion that the Board adopt the Settlement Stipulation as presented.
SECOND: Mr. Kymalainen seconded the motion and it passed unanimously.

Thomas Halley Goldsbury – DBPR Case #2006-032129

PCP: Nagin, Dudley, Council, Bertolami, Rogers

This case was continued until the October meeting.

Paul Emile Millette, Jr. – DBPR Case #2006-067667

PCP: Nagin, Dudley, Council, Bertolami, Rogers

Mr. Tunnicliff informed the Board that Mr. Millette was charged with performing numerous code compliance electrical inspections without the required license. The Respondent agreed to a Stipulation which called for an administrative fine in the amount of \$500, costs in the amount of \$409.05, probation for one-year, and 14 additional hours of continuing education.

MOTION: Mr. McCormick made a motion that the Board adopt the Stipulation as presented.

SECOND: Vice-Chair Sasso seconded the motion and it passed with Vice-Chair Sasso voting against the motion.

Roger W. Sanders – DBPR Case #2006-011305

PCP: Nagin, Council, Bertolami

Mr. Sanders was present at the meeting and was sworn in by the court reporter. His attorney, Mr. Andrew Douglas, was also present.

Mr. Tunnicliff informed the Board that Mr. Sanders was charged with failing to properly enforce applicable building codes by committing willful misconduct, gross negligence, or negligence resulting in a significant danger to life or property.

The Respondent agreed to a Stipulation which called for an administrative fine in the amount of \$1000, costs in the amount of \$386.84, six-months probation, and 14 additional continuing education hours.

Following discussion, the following action was taken.

MOTION: Mr. Kymalainen made a motion that the Board adopt the Stipulation as presented.

SECOND: Vice-Chair Sasso seconded the motion and it passed unanimously.

Ken Woodruff – DBPR Case #2006-067668

PCP: Nagin, Dudley, Council, Bertolami, Rogers

Mr. Woodruff was not present at the meeting. Mr. Tunnicliff informed the Board that Mr. Woodruff was charged with performing building inspections exceeding the limits of his competency. The Respondent agreed to a Stipulation which called for an administrative fine in the amount of \$500, costs in the amount of \$396.98, one-year probation, and 14 additional hours of continuing education.

MOTION: Mr. McCormick made a motion that the Board adopt the Stipulation as presented.

SECOND: Mr. Franklin seconded the motion and it passed with Vice-Chair Sasso voting against the motion.

PROSECUTING ATTORNEY REPORT – CHARLES TUNNICLIFF
Information Regarding Request for 90-day Extension on Case #2006-067660
Mr. Tunncliff reported that this issue had been resolved.

Update on Case #2006-050616 Against Thomas E. Ratner Regarding Awaiting Outside Action
Mr. Tunncliff informed the Board that the Legal Section was awaiting criminal prosecution in this case.

RECESS
There being no further business to come before the Board at this time, the meeting was adjourned at 11:45 a.m.

RULES AND LEGISLATION COMMITTEE
CALL TO ORDER
Mr. Nagin, Chair of the Committee, called the meeting to order at 12:05 p.m.

Members Present
Rob Nagin, Chair
Bob Kymalainen

Members Not Present
Fred Dudley

Others Present
Robyn Barineau, Executive Director
Elise Rice, Government Analyst
Jeffrey Jones, Board Counsel
Bob McCormick, Board Member
Dennis Franklin, Board Member
Nick Sasso, Board Member
Don Fuchs
Howard T. White
Bob Boyer
Doug Harvey, BOAF
Anne Martinez, ICC
Karen Johnson, ICC
James Lewis, ICC
Rebecca Caldwell, PBC
John O'Conner
Sharon Mignardi
Steve Pirzills
Rhonda Koning, Contractors Institute

LEGISLATIVE REPORT – ROB NAGIN

Mr. Nagin reported on the bills that passed during the 2007 Legislative Session that were of interest to this Board and/or licensees. He informed the Committee that SB404, HB1285, SB1822, SB2234, SB2836 and HB7057 all passed.

RULES REPORT – JEFFREY JONES

Findings Regarding Research on “good moral character” Definition

Mr. Jones stated that, basically, the issue was in terms of the definition and how it was used. He reported that he found that in other professions there appears to be a definition that is attached to the moral character issue. Mr. Jones stated that there is normally a definition in the statutes and it references the concept in which it can be used. He stated that this Board did not have the detailed definition. Mr. Jones stated that there was not much variation in the definition.

Mr. Nagin questioned if the Committee wanted to move in the direction of developing a definition of good moral character. Following discussion, the following action was taken.

MOTION: Mr. Franklin made a motion that the Committee recommend to the full Board that they move forward with rulemaking for a definition of moral character.

SECOND: The motion died for lack of a second.

After discussion, Mr. Nagin stated that no action would be taken to further define moral character, and they would not move forward with legislation to require criminal history checks on all applicants.

COMPARISON OF CONSTRUCTION INDUSTRY LICENSING BOARD RULE 61G19-9, FLORIDA ADMINISTRATIVE CODE, AGAINST BUILDING CODE ADMINISTRATORS AND INSPECTORS BOARD RULE 61G14-18.007, FLORIDA ADMINISTRATIVE CODE, REGARDING CONTINUING EDUCATION PROVIDERS

Mr. Nagin stated that the rules differ slightly and wanted this researched because the Construction Industry Licensing Board retains the right to review a course. Any course they approve can be taken by building code licensees for continuing education credit. He stated that there are continuing education requirement differences.

Mr. McCormick commented that he would want to have a rules workshop to discuss changes to the rule and invite the providers to attend. Mr. Don Fuchs, Building Officials Association of Florida, agreed with Mr. McCormick and stated that most building code licensees take courses approved by the Building Code Administrators and Inspectors Board.

UPDATE ON RULE TO CODIFY PROCEDURE TO REVIEW LICENSURE APPLICATIONS

Mr. Jones informed the Board that a license has been issued in the Hardin case and, therefore, the rule challenge case may not continue. He stated that he would keep the Board updated.

DISCUSSION REGARDING EXPERIENCE REQUIREMENTS FOR STANDARD INSPECTORS

Mr. Nagin stated that an earlier attempt had been done to quantify the experience requirement and standardize how the Board reviews applications.

Mr. Franklin commented that the downside was that this would create a way for the applicant to just pick out several items and have someone sign off on the affidavit. Mr. Sasso stated that this would have to be changed in the statute and it would be hard to box everyone in on just the listed experience.

Following discussion, the following action was taken.

MOTION: Mr. Franklin made a motion that the Committee move forward with a rule development workshop at the next meeting for discussion of experience requirements.

SECOND: Mr. McCormick seconded the motion which passed with Mr. McCormick and Mr. Nagin voting against the motion.

RULES WORKSHOP RESULTING FROM SB404

Mr. Don Fuchs and Mr. Doug Harvey from the Building Officials Association of Florida had presented the Committee with a draft of their proposed rules. Mr. Fuchs stated that the draft rules distinguish between the cross training and comprehensive training programs. He also informed the Committee that there was no scientific data used for the proposed hours.

Mr. Sasso questioned how the plumbing and mechanical hours were less than the others. Mr. Fuchs responded that they used the cross training program as a guideline.

Mr. McCormick questioned what was to be accomplished at this workshop. He stated that he had marked his copy with comments and wanted to know if they had to be resolved today. Mr. Jones responded that they could discuss the draft at this time and that there was no requirement that it be finalized today.

Mr. Fuchs asked that in Rule 61G19-7.005(2), Florida Administrative Code, "and plans examiner" be added. Mr. McCormick stated that in Rule 61G19-7.005(2)c, Florida Administrative Code, the last sentence has to be deleted because it requires the Principles and Practice exam, they may want to state the International Code Council exam. Mr. Fuchs asked that Rule 61G19-7.005(2)c, Florida Administrative Code, the last sentence be deleted and Rule 61G19-7.005(2)d, Florida Administrative Code, be deleted.

Mr. McCormick stated that he was not pleased with changing the current training program to "Cross" and the other to "Comprehensive".

In discussion, Mr. Kymalainen commented that there needed to be a lot of discussion on the number of hours. Mr. Nagin stated that the Committee would need to see the breakdown of the hours before they could make a decision.

Mr. Fuchs stated that there was no pride of authorship for these draft rules. He stated that you can not teach everything that will be seen in the field regardless of the length of a course. Mr. Fuchs stated that the ultimate program will be presented to the Board for their review, and at this time, they were looking for guidance.

Mr. Sasso commented that they brought what the Board had requested. Mr. Nagin stated that he saw this as an opportunity for contractors that want to get in another field and are taking evening courses.

Following discussion, it was decided that Mr. Fuchs would provide an electronic copy of the proposal to Ms. Barineau for her to forward to the members for their review. Ms. Barineau will collect board member comments and return them to Mr. Fuchs for compilation around November 1.

It was determined that there would be a rules workshop during the December meeting.

OLD BUSINESS

There was no old business to come before the Committee at this time.

NEW BUSINESS

There was no new business to come before the Committee at this time.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 1:55 p.m.

EXAMINATION AND CONTINUING EDUCATION COMMITTEE

CALL TO ORDER

Mr. Franklin, Chair of the Committee, called the meeting to order at 3:30 p.m.

Members Present

Dennis Franklin, Chair
Nick Sasso
Bob McCormick

Others Present

Robyn Barineau, Executive Director
Elise Rice, Government Analyst
Jeffrey Jones, Board Counsel
Rob Nagin, Board Member
Bob Kymalainen, Board Member
Doug Harvey, BOAF
Don Fuchs, BOAF
Anne Martinez, ICC
Karen Johnson, ICC
Rebecca Caldwell, PBC
John O'Conner
Sharon Mignardi

Steve Pirzills
Rhonda Koning, Contractors Institute

**CONTINUING EDUCATION COURSES FOR REVIEW
INTERNATIONAL TRAINING INSTITUTE**

Course Renewal

1. HVAC Building Inspector Program (0002969)
Requesting 7 hours GENERAL credit

MOTION: Mr. McCormick made a motion that the Committee approve the course as submitted.

SECOND: Mr. Sasso seconded the motion and it passed unanimously.

CONTRACTOR'S INSTITUTE

Course Renewal

1. Laws and Rules (0007031)
Requesting 2 hours LAWS & RULES credit

MOTION: Mr. McCormick made a motion that the Committee approve the course as submitted.

SECOND: Mr. Sasso seconded the motion and it passed unanimously.

MIAMI-DADE COUNTY BUILDING CODE COMPLIANCE OFFICE

New Course

1. Roofing Fasteners and the Florida Building Code
Requesting 4 hours GENERAL credit

MOTION: Mr. McCormick made a motion that the Committee approve the course as submitted.

SECOND: Mr. Sasso seconded the motion and it passed unanimously.

REEDY CREEK IMPROVEMENT DISTRICT

Course Renewals

1. Electrical Codes and Applications (0002884)
Requesting 3 hours GENERAL credit
2. Energy Efficiency Code for Building Construction and It's Relationship with the EPCOT Mechanical Code (0002674)
Requesting 3 hours GENERAL credit
3. EPCOT Building Code for Safety Construction Requirements (0002673)
Requesting 3 hours GENERAL credit
4. EPCOT Plumbing Code – Plumbing Fixtures (0002671)
Requesting 2 hours GENERAL credit
5. EPCOT Accessibility Code based on the Florida Accessibility Code (0002672)
Requesting 2 hours AOA credit
6. EPCOT Building Code for Occupancy and Type of Construction (0002670)
Requesting 3 hours GENERAL credit
7. Laws and Rules (0006960)
Requesting 2 hours LAWS & RULES credit

MOTION: Mr. McCormick made a motion that the Committee approve all of the courses as submitted.

SECOND: Mr. Sasso seconded the motion and it passed unanimously.

CUTSTONE LEARNING, LLC

New Courses

1. Application of the Florida Residential Code (Internet)
Requesting 2 hours GENERAL credit
2. Building To Meet the Florida Energy Code (Internet)
Requesting 2 hours GENERAL credit
3. Ethics for Building Code Professionals (Internet)
Requesting 1 hour LAWS & RULES credit

Ms. Sharon Mignardi asked that the title of Course #3 be modified to read "Ethics for Building Code Professionals in Florida."

MOTION: Mr. McCormick made a motion that the Committee approve all of the courses as submitted with the title change to Course #3.

SECOND: Mr. Sasso seconded the motion and it passed unanimously.

FASTENING SPECIALISTS, INC., A/K/A TIEMAX

New Courses

1. Installation and Inspection of Threaded Rod Tie-Down Systems
Requesting 3 hours GENERAL credit
2. Installation and Inspection of Threaded Rod Tie-Down Systems
Requesting 2 hours GENERAL credit

MOTION: Mr. McCormick made a motion that the Committee approve the courses as submitted.

SECOND: Mr. Sasso seconded the motion and it passed unanimously.

DEPT. OF HOMELAND SECURITY/FEMA – NEW PROVIDER

New Course

1. Managing Flood Plain Development through the NFIP
Requesting 12 hours GENERAL credit

MOTION: Mr. McCormick made a motion that the Committee approve the course as submitted.

SECOND: Mr. Sasso seconded the motion and it passed unanimously.

MARION COUNTY BUILDING DEPARTMENT

Course Renewals

1. F.S. 468 and FAC 61G19 for Building Inspectors and Plan Examiners
(0006958)
Requesting 2 hours LAWS & RULES credit
2. Accessibility Code for Building Inspectors and Plan Examiners
(0006957)

Requesting 2 hours AOA credit

MOTION: Mr. McCormick made a motion that the Committee approve the courses as submitted.

SECOND: Mr. Sasso seconded the motion and it passed unanimously.

INTERNATIONAL CODE COUNCIL

New Courses

MOTION: Mr. Sasso made a motion that the Committee approve course numbers 2, 7, 8, 9, 10, 12, 13, 14, 17, 20, 21, 24, 25, 26, and 30 as submitted.

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

1. Public Outreach – Changing Public Perception
Requesting 3 hours GENERAL credit

Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Committee approve the course as submitted.

SECOND: Mr. Franklin seconded the motion and it passed with Mr. Sasso voting against the motion.

2. Duct Smoke Detectors Theory and Application Basic Training Course
Requesting 3 hours GENERAL credit

3. High Performance Concrete Walls – Commercial & Residential
Above and Below Grade
Requesting 3 hours GENERAL credit

MOTION: Mr. Sasso made a motion that the Committee approve course numbers 2 & 3 as submitted.

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

4. Learn Spanish In-A-Pinch Construction Tricks
Requesting 3 hours GENERAL credit

MOTION: Mr. Sasso made a motion that the Committee deny this course as it was not relevant.

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

5. Earthquake Hazards and Building Codes
Requesting 3 hours GENERAL credit

MOTION: Mr. Sasso made a motion that the Committee deny this course as it was not related to Florida.

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

6. Ethics in Public Life
Requesting 3 hours GENERAL credit

MOTION: Mr. McCormick made a motion that the Committee approve the course as submitted.

SECOND: Mr. Sasso seconded the motion and it passed unanimously.

7. 2006 IBC Inspecting for Structural Details
Requesting 3 hours GENERAL credit
8. Review of One-and-Two Family Dwelling in Flood Hazard Areas
Requesting 3 hours GENERAL credit
9. 2006 IBC Mixed Occupancies
Requesting 3 hours GENERAL credit
10. 2006 IBC Update
Requesting 3 hours GENERAL credit

11. Establishing Building Permit Fees
Requesting 6 hours GENERAL credit

MOTION: Mr. McCormick made a motion that the Committee approve the course as submitted.

SECOND: Mr. Sasso seconded the motion which passed with Mr. Sasso voting against the motion following discussion.

12. 2006 IBC Fundamentals Nonstructural Provisions
Requesting 6 hours GENERAL credit
13. 2006 IMC/IFGC Significant Changes
Requesting 6 hours GENERAL credit
14. 2006 IPC Significant Changes
Requesting 6 hours GENERAL credit

15. Creating a Hazard Response and Disaster Mitigation Program
Requesting 6 hours GENERAL credit

During discussion, ICC agreed to reduce the number of credit hours to three.

MOTION: Mr. Sasso made a motion that the Committee approve the course for three hours of general credit.

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

16. 2006 IBC Transition from the 97 UBC Nonstructural Provisions
Requesting 6 hours GENERAL credit

MOTION: Mr. Sasso made a motion that the Committee deny the course as it was not relevant

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

17. 2006 IRC Update
Requesting 3 hours GENERAL credit

18. 2006 IFC Update
Requesting 3 hours GENERAL credit

MOTION: Mr. Sasso made a motion that the Committee deny the course as it was not relevant.

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

19. Unique Interiors on the Las Vegas Strip
Requesting 3 hours GENERAL credit
MOTION: Mr. Sasso made a motion that the Committee deny the course as it was not relevant.
SECOND: Mr. McCormick seconded the motion and it passed unanimously.
20. 2006 IFC Fire Protection Systems
Requesting 6 hours GENERAL credit
21. 2006 IBC Hazardous Materials
Requesting 3 hours GENERAL credit
22. Fundamentals for the I-Codes for Permit Technicians
Requesting 6 hours GENERAL credit
MOTION: Mr. Sasso made a motion that the Committee deny the course as it was not relevant.
SECOND: Mr. McCormick seconded the motion and it passed unanimously.
23. Fundamentals of the ICC Code Development Process
Requesting 3 hours GENERAL credit
MOTION: Mr. Sasso made a motion that the Committee approve the course as submitted.
SECOND: Mr. McCormick seconded the motion and it passed unanimously.
24. Green Building and the IBC – Safe and Green
Requesting 6 hours GENERAL credit
25. Green Building and the IRC – Safe and Green
Requesting 3 hours GENERAL credit
26. Wood Truss Inspection Checklist
Requesting 3 hours GENERAL credit
27. 2006 IBC Transition from the 97 UBC Residential Provisions
Requesting 6 hours GENERAL credit
MOTION: Mr. Sasso made a motion that the Committee deny the course as it was not relevant.
SECOND: Mr. McCormick seconded the motion and it passed unanimously.
28. Code Official Institute Sampler
Requesting 3 hours GENERAL credit
MOTION: Mr. McCormick made a motion that the Committee approve the course as submitted.
SECOND: Mr. Sasso seconded the motion and it passed unanimously.
29. 2006 IPC Confronting Challenging Situations with Practical Solutions
Requesting 3 hours GENERAL credit
MOTION: Mr. Sasso made a motion that the Committee approve the course as submitted.
SECOND: Mr. McCormick seconded the motion and it passed unanimously.

30. 2006 IBC Solving Means of Egress Issues in Commercial Buildings
Requesting 6 hours GENERAL credit

31. 2006 IBC/IMC Smoke and Fire Requirements
Requesting 3 hours GENERAL credit

MOTION: Mr. Sasso made a motion that the Committee approve the course as submitted.

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

MOTION: Mr. McCormick made a motion that the Committee reconsider the denial of course #19.

SECOND: Motion died for lack of a second.

OLD BUSINESS

There was no old business to come before the Committee at this time.

NEW BUSINESS

Mr. McCormick asked about the new requirement in SB404 regarding laws and rules and ethics. Mr. Jones stated that the requirement was for three hours has to be state law and ethics so it could be a combination. Mr. Fuchs questioned if the Board was going to allow for a one hour ethics course. Mr. Jones asked for time to review the requirements and to further discuss at the next meeting. He stated that changes will have to be made to the rules, and he will provide draft language at the next meeting.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 4:20 p.m.

EXECUTIVE COMMITTEE

CALL TO ORDER

Vice-Chair Sasso called the meeting to order at 4:27p.m.

Members Present

Nick Sasso, Vice-Chair
Dennis Franklin
Bob Kymalainen
Bob McCormick
Rob Nagin

Members Not Present

Fred Dudley
Richard Gathright
Joan Overton

Others Present

Robyn Barineau, Executive Director
Elise Rice, Government Analyst

Jeffrey Jones, Board Counsel
Doug Harvey, BOAF
Don Fuchs, BOAF

E-MAIL REGARDING ROOFING APPLICANTS

Mr. Sasso stated that the purpose of the e-mail was to make sure that a local licensed roofing contractor can apply for the voluntary inspector license. The Board agreed that they could apply for the provisional building inspector's license and it be limited to roofing in that county only.

OLD BUSINESS

Mr. Sasso stated that there appeared to be concerns with the City of St. Augustine building department. Ms. Barineau will work with the Division of Regulation on this issue.

NEW BUSINESS

There was no new business to come before the Committee at this time.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 5:04 p.m.

AUGUST 24, 2007 – 9:00 A.M.

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND WELCOME

Vice-Chair Sasso called the meeting to order at 9:06 a.m.

Members Present

Nick Sasso, Vice-Chair
Dennis Franklin
Bob Kymalainen
Bob McCormick
Rob Nagin

Members Not Present

Fred Dudley
Richard Gathright
Joan Overton

Others Present

Robyn Barineau, Executive Director
Elise Rice, Government Analyst
Jeffrey Jones, Board Counsel
Don Fuchs, BOAF
Doug Harvey, BOAF
James Lewis, ICC
Bob Boyer, BOAF
David Hodges

APPROVAL OF THE JUNE 5, 6, 7, & 8, 2007 MINUTES OF THE MEETING

MOTION: Mr. Franklin made a motion that the Board approve the minutes as submitted.

SECOND: Mr. Nagin seconded the motion and it passed unanimously.

REQUEST FOR EXTENSION OF PROVISIONAL LICENSE

David G. Hill – Provisional Building Inspector

Mr. Hill was not present at the meeting, however, he had provided information for the Board's consideration. Following discussion, the following action was taken.

MOTION: Mr. Franklin made a motion that the Board approve a one year extension of the provisional building inspector's license.

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

Glenn B. Pereno – Provisional Building Code Administrator

Mr. Pereno was not present at the meeting, however, he had provided information for the Board's consideration. Following discussion, the following action was taken.

MOTION: Mr. McCormick made a motion that the Board deny the request for an extension of the provisional building code administrator license.

SECOND: Mr. Nagin seconded the motion which passed with Mr. Franklin voting against the motion.

DECLARATORY STATEMENT REQUEST FROM DAVID HODGES REGARDING CHAPTER 468.609(7)(A), FLORIDA STATUTES

Mr. David Hodges was present at the meeting. Mr. Sasso stated that the declaratory statement was requesting a definition of newly employed or promoted. Mr. Hodges stated that he wanted time parameters attached to the definitions. He stated that on behalf of one of his clients, he filed a complaint because the individual had been employed for more than two years when they filed for a provisional license and the Department closed the case. Mr. Hodges stated that he felt it should be 30 days or less. He stated that the Legal staff would not proceed with the case.

Mr. Jones stated that the term was not defined. He informed the Board that this was a declaratory statement request and he had spoken with Mr. Hodges. Mr. Jones stated that Mr. Hodges was posing a question to the Board. The problem is that Mr. Hodges does not have standing to ask the question because he is not a licensee. The nature of the question is that it is not individually attached to him, it does not affect him, and he is not impacted. Mr. Jones informed the Board that he has informed Mr. Hodges of this.

Mr. Franklin asked if the item was moot at this point. Mr. Jones stated that it was on the agenda because Mr. Hodges filed a declaratory statement, which is his right, that begins the process. When a declaratory statement is filed, he has the right to have it addressed. Mr. Jones stated that it was difficult for him to say that Mr. Hodges does not have standing because he is taking away his opportunity to appear before the Board and he has the right to appeal.

Mr. Franklin stated that Mr. Hodges has clients and he is trying to get answers on their behalf. Mr. Jones responded that there is case law where an association representing licensees attempted to file a declaratory statement on behalf of their members, and the court threw it out because the association did not have standing since they did not hold a license.

Following further discussion, the following action was taken.

MOTION: Mr. Nagin made a motion that the Board deny the petition for a declaratory statement due to Mr. Hodges not having standing to request the statement.

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

Mr. Nagin stated that he could see the Department's position regarding a case if there is no definition of newly hired or promoted. Mr. McCormick stated that he did not think it was possible to narrow the time down and it was not relevant what the time period was. He stated that when he reviews an application for a provisional license, he looks for an affidavit that the applicant was newly hired or promoted. The applicant may have been delayed in submitting the application for some reason which does not change the fact that they were newly hired or promoted at the time of application. Mr. McCormick stated that if the Board said that 90 days was the timeframe and someone applies after 90 days, then would the applicant no longer eligible for licensure. He stated that he did not think this was possible to do and if they do not see information that someone has been in the position for a long period of time, that would be unlicensed activity.

MOTION: Mr. Franklin made a motion that the Board not take any action on including timeframes in the rules at this time.

SECOND: Mr. McCormick seconded the motion which passed unanimously

DISCUSSION REGARDING POOL PERMITS – NICK SASSO, VICE-CHAIR

Mr. Sasso stated that he attended a local Building Officials Association of Florida meeting and the building official announced that he would stop requiring electrical contractors to pull swimming pool permits. Mr. Sasso stated that he had drafted a memorandum regarding this issue that was included in the agenda for the Board's review.

Mr. Fuchs indicated that this is a contractor issue and inappropriate for this board to take action. Mr. Franklin commented that this was a contractor issue, therefore, the Construction Industry Licensing Board should be notified. Mr. Sasso responded that permitting was a Building Code Administrators and Inspectors Board issue.

After discussion, the Board agreed to put information on the web page. Ms. Barineau informed the Board that she would have the Executive Directors of the Construction Industry Licensing Board and the Electrical Contractors Licensing Board review the language before it was posted.

REPORTS

Chair's Report – Nick Sasso, Vice-Chair

Mr. Sasso stated that he did not have a report at this time. He did state, for the record, that Joan Overton, and Richard Gathright were excused from this meeting.

Application Review Committee – Bob Kymalainen Ratification List

Mr. Kymalainen reported that the Committee reviewed 281 applications. Of these, 157 were approved and 124 were denied.

MOTION: Mr. Franklin made a motion that the Board approve the actions of the Application Review Committee as well as the Ratification List.

SECOND: Mr. McCormick seconded the motion and it passed unanimously.

Rules and Legislative Committee – Rob Nagin

Mr. Nagin reported that the following bills passed during the 2007 Legislative Session that were of interest to the Board: SB404, HB1285, SB1822, SB2234, SB2836 and HB7057.

Mr. Nagin reported that the Committee discussed “good moral character” and no action was taken. They also discussed criminal history checks and did not take any action.

Mr. Nagin reported that they discussed a rule that was previously proposed regarding experience requirements. The Committee asked for a workshop for this rule and the Board members were encouraged to bring changes/additions/suggestions to the workshop.

Mr. Nagin reported that a Rules Workshop was held to discuss SB404 at this meeting. The Building Officials Association of Florida presented information for the Committee’s consideration. It was decided that staff would forward the members a “Word” document for them to work with and send their comments to staff by November 1.

MOTION: Mr. McCormick made a motion that the Board approve the actions of the Committee.

SECOND: Mr. Nagin seconded the motion and it passed unanimously.

Examination and Continuing Education Committee – Dennis Franklin

Mr. Franklin read into the record the results of the Continuing Educations Courses for approval or denial.

MOTION: Mr. McCormick made a motion that the Board approve the actions of the Committee.

SECOND: Mr. Sasso seconded the motion and it passed unanimously.

Executive Committee – Nick Sasso, Vice-Chair

Mr. Sasso did not have a report to give at this time.

Board Counsel – Jeffrey Jones

Mr. Jones informed the Board that the Glen Brown case that was appealed to the Fifth District Court of Appeals regarding his denial has been resolved. He stated that the Fifth District Court of Appeals affirmed the decision of the board.

**Executive Director – Robyn Barineau
Financial Report – March 31, 2007**

Ms. Barineau discussed the finances with the Board. She stated that she should have the year end report at the next meeting.

Continuing Education Update

Ms. Barineau reported that the renewal cycle period was about to start and that she would keep them posted of the progress.

Summer 2007 Newsletter

Complaints and Investigative Statistics July 06 – June 07

These were provided for informational purposes.

Ms. Barineau informed the Board that Mr. Michael Green was still in the process of preparing brochures. He had indicated that he would have the final version for the Board's review at the October meeting.

ICC Update – Jim Lewis

Mr. Lewis informed the Board that ICC would have a representative at each meeting for continuing education courses.

Mr. Lewis informed the Board that the pencil and paper examination was still heavily attended and the computer-based testing was continuing. He reported that the roofing exam should be launched in the next couple of weeks and the modular exams have all been updated and they, too, should be launched very soon.

OLD BUSINESS

There was no old business to come before the Board at this time.

NEW BUSINESS

Vice-Chair Sasso asked for a motion to excuse Ms. Overton and Mr. Gathright from the meeting.

MOTION: Mr. McCormick made a motion that the Board excuse the absence of Ms. Overton and Mr. Gathright.

SECOND: Mr. Franklin seconded the motion and it passed unanimously.

Vice-Chair Sasso welcomed back Mr. McCormick and stated that he thought he should be the Chair.

MOTION: Mr. Franklin made a motion that Mr. McCormick be elected Chair & Mr. Sasso be elected Vice-Chair.

SECOND: Mr. Nagin seconded the motion and it passed unanimously.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:38 p.m.