



**JOINT TRAINING COUNCIL MEETING
BUILDING CODE TRAINING COUNCIL AND FIRE MARSHAL TRAINING COUNCIL**

March 5, 2014 Minutes

Chairman Loos called the meeting to order at 1:41 p.m.

Members present:

Building Members: Joseph Cassidy, Mary Ann Basile, Henry Miga, Dan Loos (Chair), Thomas Manning, Eric Schoonmaker, Michael Musco

Fire Members: William Abbott, Jamie DiPace, Donald Harwood, Reverend Edward Hyland (Chair), Tim Tharau

Office of Education and Data Management: Craig Russell, Bonnie Becker, Doug Schanne, Sheila Taridona, Michael Gilbertie

Member introductions were provided by both councils. A quorum was present.

Approval of October 16, 2013 Minutes: A motion was made by Tom Manning and seconded by Joe Cassidy to approve the minutes. All in favor. Henry Miga abstained. The motion was carried.

Communications: One communication was received from Bob Kiley to Bonnie Becker regarding his resignation from the Building Code Training Council. A letter for Mr. Kiley will be sent by Dan Loos to thank him for his years of service to the Council. Tim Tharau from Torrington was welcomed to as a new member to the Council.

The meeting began with **Staff Reports**.

OFFICE OF EDUCATION AND DATA MANAGEMENT (OEDM)

Bonnie Becker reviewed OEDM's accomplishments from September 2013 - January 2014 beginning with the Fire Official Pre-Certification Training and Fire Investigation Programs for Fall 2013. The training programs graduated 21 Hazardous Materials and Fire Safety Code Inspectors, and 30 Fire Investigators. The 19th Advanced Fire Investigation School included 24 participants and the Vehicle Fire School included 47 participants.

Bonnie reviewed statistics for the Fire Official Pre-Certification Training Programs for Spring 2014. The 51st Fire Investigation Module started January 29th and had 31 participants. The 53rd Fire Safety Code and Hazmat Modules will start April 2nd with 19 participants registered. The 20th Advanced Fire Investigation School starts April 29th. The Building Official Pre-Licensure Training Program is postponed until September 2014 for Curriculum Redevelopment.

Bonnie also reviewed statistics for the Fall Career Development September 2013 – January 2014: 4,612 people registered and 3,689 attended (63.3%). Walk-ins were 769 (20.8%); no shows were 1,692 (36.7%). Actual records updated were 3,820 for both building and fire participants. Between October 15, 2013 and January 31, 2014 there were 113 cancelations at which 6.7% were no shows.



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Bonnie reviewed Career Development statistics from February – April 2014. The program registered 443 people for Code Requirements and Inspections in Educational Occupancies where 1 class was rescheduled due to inclement weather. 343 registered for Residential Swimming Pool Code where 2 classes were rescheduled due to inclement weather. 338 registered for The Building Permit Process for Building and Fire Officials of which 3 classes were filled to capacity. 262 registered for significant Changes from the 2009 IIECC to the 2012 IECC. 365 registered for the Update on the 2012 IFC as Part of the CFSC of which 1 class was filled to capacity. 388 registered for the Boilers and the IMC.

Bonnie noted Outside Continuing Education Credit Reviews as follows: 2,118 Fire credits and 1,343 Building credits for a total of 3,461 class credits. For November 2013 Quarterly Exams: out of 9 Building Official Exams – 7 pass/2 fail; 1 CI Exam - pass; 2 EI Exams – 1 pass/1 fail; 3 PI Exams – 1 pass/2 fail; 4 RBI Exams – 2 pass/2 fail; 2 Hazmat Exams – 1 pass/1 fail; 2 Fire Inv Exams – 1 pass/1 fail. For February 2014 Quarterly Exams: out of 7 BO Exams – 4 pass/3 fail; 1 ABO Exam – 1 fail; 2 EI Exams – 1 pass/1 fail; 3 PI Exams – 3 fail; 1 RBI Exam – 1 fail; 1 Fire Code Exam – No Show. For the CBOA/CFMA Educational Conference held November 26, 2013 there were 261 participants.

Bonnie announced OEDM's 14th Annual Design and Trades Conference is scheduled for May 29th, 2014 at the Construction Institute, University of Hartford.

Bonnie also noted the rolling over of three-year cycles with regard to Licensure and Certification for 245 fire and 139 building credentials; granted 18 Fire Official and 13 Building Official training cycle extensions; revoked 16 Fire Official Certifications and 3 Building Official Licenses, and retired 7 Building Licenses and 10 Fire Certifications.

Doug Schanne made note that most individuals who take the quarterly exam will fail the first exam and that some of the numbers may be the second time around, type thing.

Craig Russell advised that for Design & Trades he and Doug Schanne had met with the Construction Institute at the University of Hartford to develop a partnership for future Career Development opportunities. The University of Hartford was more than a willing participant with the first partnership venture being the Design & Trades Conference scheduled for May 29th at Gengras Hall and Lincoln Theatre.

The Construction Institute can accommodate 300-350 people for a keynote speaker (Bruce Spiewak) and panel discussion; and can accommodate 16 break-out sessions in classroom areas that have a maximum capacity of approximately 50 per room. The idea is to have the University of Hartford president or the dean of the Architect & Engineering Institute give opening remarks, as well as the DAS Commissioner or Deputy Commissioner to give opening remarks at the ceremony.

\$10,000 in funds has been set aside to use for the event. A vendor area will be set up for 30-50 vendors to



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offset any costs for vendor fees which will cost \$350 per vendor for a table. The University of Hartford's Construction Institute has their own list potential vendors and OEDM has a couple of lists to send out to fill this need. CI gets a heavy discounted rate using the campus cafeteria, theater and classrooms at the University of Hartford. Food and beverage is an additional fee.

Craig Russell discussed the pre-certification program in preparing qualified candidates for the CT Challenge exam for fire inspector certification. Craig discussed how OEDM worked over the last years to revise and update the module to keep it current. Craig explained that these updates would serve as a patchwork revision until such time that new fire code is finalized and that the addenda are adopted. Craig mentioned that the Spring 2013 program was updated to reflect updates Part III and Part IV of the CT State Fire Code, and the deletion of Part V of the CT State Fire Code.

Craig noted that the current hazardous chemical and hazardous material codes are scheduled to sunset in January 2015 so that new hazmat codes may be introduced through the CT Fire Prevention Code, CT Fire Safety Code, and the CT State Building Code simultaneously. CT will have to adopt and/or reference these standard codes to specifically address the subject matter. To adequately teach this new material will require a complete rewrite of the pre-certification program.

Craig stated that OEDM would like to develop a standard uniform training methodology with a standard presentation template, develop learning objectives consistent with the uniform training methodology, and utilize an instructor guide book and student workbook for core training modules.

Craig advised that the pre-certification program learning objectives have been established by NFPA 1031 (NFPA-Fire Inspector Program). Based on project research, both Jones & Bartlett (NFPA) and IFSTA (International Fire Service Training Program) have developed nationally recognized fire certification programs. After reviewing the program materials, the Jones and Bartlett model appeared to be the superior training program and the program with which OEDM would prefer to adopt as the conceptual model for the pre-certification program.

Craig advised that OEDM would need to partner with OSFM to develop the instructor notes and come up with a guidebook to make the program specific to CT fire code. To purchase the base program from Jones & Bartlett as the conceptual model to be used in CT is \$500. If this model were to be used, the students would need to purchase the Jones & Bartlett student guidebook for \$78.65 and student workbook for \$60.75; a total of \$139.40.

Acquiring the uniform standard template for the presentation material is in line with OEDM's educational objectives and would provide a substantial cost savings to the program in fees that may otherwise be spent on subject matters experts to redevelop the pre-certification training program.

The Spring Pre-Cert program for Fire Investigation Module will run 1/29/14 to 3/17/14. The Fire Inspector



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Module, Hazardous Material and Fire Safety Code will run 4/2/14 to 1/20/15 and notices should be sent out within the next few weeks and posted on the website.

OFFICE OF STATE FIRE MARSHAL (OSFM)

Bill Abbott advised that he has stepped in since Robert Ross retired. OSFM is working on the 2012 code revisions and HAZMAT regulations to have them ready by 2015. There is an NFPA 1 Committee meeting this Friday regarding coordination and going forward.

OFFICE OF STATE BUILDING INSPECTOR (OSBI)

Joe Cassidy reported that the 2013 Amendment is now at Regulation Review. We are on the November agenda and hope to meet our target date of December 31, 2013 so we will be using the 2009 IRC and 2011 NEC. We are working with the Code Amendment Subcommittee to finish up the 2012 Family to become the 2015 State Building Code and anticipate this to be done by early 2014, at which time we can coordinate with the Fire Safety Code and Fire Prevention Code to make sure Hazmat, etc. all work together. Tentative target cycle of 9-12 months would give a tentative date to get into the Regulation Review process time during 2015. The websites have been updated. We revised the Building Code adoption webpage. Feedback has been good. Fire Safety Code will be next.

Dan Loos discussed reissuing a letter distributed by Chris Laux in 2003 to Chief Executive Officers. The content of that memo addressed the duties and responsibilities of Building Officials. Joe Cassidy advised a draft should be out this month.

The meeting then moved to **Old Business**.

The Fire Marshal Training Council had no report.

Building Code Training Council report by Dan Loos. They met on 9/24/13 and were given a Pre-Licensure Program update by Craig Russell. Discussion again was held on reissue of Christopher Laux's letter re Building Official duties and responsibilities. There was also a discussion about the size of venues and a request was made at that meeting for OEDM to see if they could use venues that were large enough to accommodate bigger classes. Volunteer facilities have limited capacity (100-120 individuals) at no charge. Only 4-5 venues can hold 250-300 individuals and those often have costs associated to use their facility.

A second issue discussed at that meeting was the length of career development classes (5-6 hrs. per day).

The meeting then moved to **New Business**

Dan Loos asked to discuss the OEDM budget approval for upcoming fiscal year. Craig Russell reported that at The Board of Control meeting several months ago the budget was reviewed and approved for the year. Fees will



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remain at 26 cents.

Mary Ann Basile shared concerns from the Building Code Training Council about the high cost of re-writing the pre-licensure program. A second issue was raised on whether it might be cheaper to develop web-based training for the pre-licensure program. Craig Russell advised that the cost to develop web-based training is much higher than to develop classroom training, and stated that face-to-face interaction with entry level students was an important component of the pre-licensure and pre-certification programs. However, Craig also stated that OEDM is looking into developing web based training for purposes of career development. Craig stated that he and Bonnie Becker had held a meeting with the CT Distance Learning Consortium to discuss the cost to develop and implement on-line training and further stated that OEDM may explore running a pilot program of on-line courses for career development based on a couple of pre-licensure courses. Craig Russell will email the whole budget to committee members per their request. Jamie DiPace asked for confirmation that the budget will be sent out. Joe Cassidy said yes.

Henry Miga commented on the aging Building Official population and the need to prepare for upcoming retirements and turnover in the next 5-10 years. The pool of training people to get on-site and hands-on training is not keeping pace the way it had been in the past. Is there a pool of people that would be able to step into these positions without having some of the training?

Confirmation of next meeting:

The following Joint Council meeting dates were proposed:

May 7, 2014 9:30-11:30am

October 29, 2014, 2:00-4:00pm

January 14, 2015 9:30-11:30am

The location of the meetings were not known as OEDM may be relocating in the upcoming months.

Reverend Edward Hyland, Chairman of the Fire Marshal Training Council, announced that he would be stepping down as the chair of the FMTC.

A motion was made and seconded to adjourn. All in favor. Motion carried. Meeting adjourned.

Dan Loos, Chair
Building Code Training Council

Rev. Edward Hyland, Chair
Fire Marshal Training Council

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