



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

May 1, 2013 Minutes

Chairman Loos called the meeting to order at 9:30 a.m.

Members present:

Building Members Mary Ann Basile, Joe Cassidy, Wanda Gonzales, Robert Kiely, Dan Loos (Chair), Thomas Manning, Mark Mastropasqua, Mike Musco, Eric Schoonmaker

Fire Members James DiPace, Donald Harwood, Rev. Ed Hyland (Chair), Victor Mitchell, Jeff Morrisette, Robert Ross, Robert Upson

Office of Education and Data Management Craig Russell, Bonnie Becker, Doug Schanne, Beth Potts

Also attending was Jenna Padula from Department of Construction Services

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

Approval of January 23, 2013 Minutes: A motion was made and seconded to approve the minutes. All in favor. Two abstentions. The motion was carried.

Communications: Appointment letter for Mark Mastropasqua, Council vacancy letters

The meeting began with **Staff Reports**.

OFFICE OF EDUCATION AND DATA MANAGEMENT (OEDM)

Craig Russell reported he is working closely with Bonnie and Doug reviewing Pre-licensure & Pre-certification training curriculum to see where improvements can be made, looking specifically at pre-licensure. There is a significant amount of international code based training that needs updating. The goal is to bring the Pre-licensure program up to 2012 International Code Council's model codes and be able to teach it in fall 2014. Craig has met with staff members, Dan Loos, Mary Ann Basile, Commissioner DeFronzo, Dan Tierney and Joe Cassidy to consider holding off on Pre-licensure this fall in consideration of doing the updates. He is looking at bringing in subject matter experts and curriculum development experts to help with updates and upgrading the program. The program currently operates by teaching people to look up code. The objective is to make the program more practical in its implementation by adding components such as on-site inspections.



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Craig also discussed online training. As a pilot program, Pre-licensure courses would be developed online to serve as refresher courses for building officials for the purpose of career development. It is important to keep Pre-licensure & Pre-certification in the classroom because these are all new folks coming into the workplace, and they need face to face interaction and other components. Both Pre-licensure and Pre-certification curriculum can be put on-line as refresher courses for career development. There has been a lot of feedback regarding programs during the day. People are falling behind in their CEU's because they are not able to get out of the workplace to attend classes. Providing these services online will enable them to use it at their own discretion.

He created a working group to look at the current objectives of the Pre-licensure program and make determinations on what might be best to interject as practical components into the program. Mary Ann Basile has agreed to help run the group. Craig and Bonnie will also participate along with other Building Officials from the state. Dan Loos volunteered to participate. Doug & Jim will start to look at bringing the codes up to date over the next several months.

After meeting with the CT Distance Learning Center to discuss how to incorporate the online components, Craig learned there is a bill creating the CT Academy to which DAS has access. Although we wouldn't have access to the funding resources, we could get a discounted rate as far as helping develop curriculum.

Cancellation notices for the Pre-licensure program will be sent to Building Officials explaining the reason for doing so. There are currently four people wait-listed, and Craig will personally contact the Building Officials of those towns. The Challenge Exam will still be offered throughout the year. There are study materials thru ICC that can provide information for them. OEDM staff will meet with OSFM staff to see how they can assist with getting the updates together to develop curriculum for the Pre-Certification program as well.

Bonnie Becker provided accomplishments for January 1, 2013 – April 30, 2013 as follows:

Education

Provided Building and Fire credentialing training programs:

Pre-Licensure – 15 students

Pre-Certification – 21 Code/Hazmat students, 31 Fire Investigation students

Advanced Fire Investigation – 24 students



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Career Development

Reviewed 1918 applications for outside credit hours (847 Building, 1,071 Fire), including pre-approved classes

Provided 38 Career Development classes in 8 subject areas (3 Building, 1 Fire, 4 Combined), and filled 2884 seats

Testing

February Quarterly Challenge Exam:

Exam	Candidates	Pass	Fail
Building Official	3	1	2
Assistant Building Official	2	1	1
Residential Building Inspector	3	0	3
Electrical Inspector	2	1	1
Mechanical Inspector	1	1	0
Construction Inspector	2	0	2
Heating and Cooling Inspector	1	0	1
Fire Inspector	1	0	1

May Quarterly Challenge Exam:

Exam	Candidates	Pass	Fail
Building Official	6		
Assistant Building Official	4		
Residential Building Inspector	1		
Electrical Inspector	2		
Plumbing Inspector	3		
Plan Review Technician	1		
Fire Investigator	2		
Hazmat Inspector	1		

Pre-Licensure

Administered 117 individual exams; 6 of which were retakes
 Graduated 4 Building Officials, 4 Assistant Building Officials, 6 Residential Building Inspectors and 1 Electrical Inspector

Pre-Cert

Administered 68 individual exams; 6 of which were retakes
 Class ends in June, currently 21 Hazardous Materials and Fire Safety Code Inspector candidates



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Fire Investigation

Administered 191 individual exams; 5 of which were retakes
Graduated 30 Fire Investigators

Administration

Rolled over three-year cycles for 95 fire and 47 building credentials
Granted 4 Fire Official and 3 Building Official training cycle extensions
Revoked 3 Fire Official Certifications and 1 Building Official Licenses
Retired 3 Building Licenses

Doug Schanne reported there are currently 21 candidates in the spring Pre-certification program Code & Hazmat module which started April 1st and will continue until the end of June. The Advanced Fire Investigation School started April 23rd and will end May 2nd. So far this has been a very successful program. He is currently working on Pre-licensure close out issues for the 2012-2013 program and reviewing class evaluations. Staff is working on pulling together objectives from the existing Pre-licensure program and forwarding them to Bonnie. The Design & Trades conference is on May 30th. Instructors are confirmed, the facility is contracted, and they are in the process of bringing in vendors. Online registration is up and running, and additional notices will be going out to individuals for online registration this week.

OFFICE OF STATE FIRE MARSHAL

Rob Ross reported that OSFM staff is working on 2012 code revisions. The Residential Sprinkler program is complete. There was good response and there were requests to continue the program outside of the grant. The Residential Sprinkler program will also be offered at the Design & Trades conference. There was a request from Building Officials in District 8 to bring the program to their area. Rob also stated that Fire Marshal certification was an issue over the legislative session. The issue will be discussed further at the FMTC meeting.

OFFICE OF STATE BUILDING INSPECTOR

Joe Cassidy stated that letters are out for vacancies on both councils and the Control Board as well. There was a public hearing last month on the 2013 amendment with commentary from the electrical and energy communities. There is a meeting next week to finalize the responses. They are now looking at an adoption date of November –December timeframe rather than October as expected. OSBI staff is working on the 2012 series for 2015. They are also working on website updates, including a code adoption webpage.



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

Rev. Hyland reported the FMTC last met to discuss the Fire Marshal certification legislative changes and are meeting again following the JTC meeting to follow-up on the progress. Dan Loos reported the BCTC met on April 9th and discussed the following topics: online training, D&T conference, 2013 amendments, changing roles of Building Officials, website updates and required training hours. He also discussed a letter that was sent to municipalities back in 2003 describing BO responsibilities, duties, training requirements, etc. Joe Cassidy is looking at updating the letter and re-sending it to municipalities.

There was no **New Business** to discuss.

Confirmation of next meeting: Wednesday, October 16, 2013 at 2:00pm

A motion was made and seconded to adjourn. All in favor. Motion carried. Meeting adjourned at 10:45am.

Dan Loos, Chair
Building Code Training Council

Rev. Edward Hyland, Chair
Fire Marshal Training Council

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