**BOARD OF BUILDING REGULATIONS AND STANDARDS**

**Public Meeting Minutes**

**December 12, 2023 @ 10 a.m. until approximately 1 p.m.**

**Virtual Meeting**

**Roll Call, by BBRS Chair:**

David Riquinha  present  absent

Lisa Davey  present  absent

Michael McDowell  present  absent

John Couture  present  absent

Jeffrey Clemons  present  absent VACANT  present  absent Darien Crimmin  present  absent

Tarica Leskiw  present  absent

VACANT  present  absent

Atiya Rahim  present  absent

Sy Nguyen  present  absent

Sarah Wilkinson, or designee  present  absent

John Davine, or designee  present  absent Elizabeth Mahony,or designee  present  absent

**Regular Meeting Agenda**

1. **Review \Vote** BBRS meeting minutes for November 14, 2023

Michael McDowell made a motion to approve the BBRS meeting minutes for November 14, 2023. Jeff Clemons seconded the motion. The motion passed unanimously. Sarah Wilkinson and Darien Crimmin abstained from the motion.

1. **Review \Vote** BCAB meeting minutes for October 5, 2023 and October 24, 2023

Jeff Clemons made a motion to accept the BCAB meeting minutes for October 5, 2023 and October 24, 2023. John Couture seconded the motion. The motion passed unanimously. Sarah Wilkinson abstained from the motion.

1. **Review \Vote** BOCC meeting minutes for November 7, 2023

Jeff Clemons made a motion to accept the BOCC meeting minutes for November 7, 2023. Michael McDowell seconded the motion. The motion passed unanimously. Sarah Wilkinson abstained from the motion.

1. **Review \Vote** ICES meeting minutes for September 6, 2023, October 18, 2023 and November 20, 2023

John Couture made a motion to table the ICES meeting minutes for September 6, 2023, October 18, 2023 and November 20, 2023 Ian Finlayson seconded the motion. The motion passed unanimously.

1. **Review \Vote** ICES Proposal

Sy Nguyen and John Couture presented the proposal the Inspector Continuing Education Subcommittee had compiled regarding potential forms of continuing education classes for building inspectors., as well as what sort of background a group or individual would need to have to teach a continuing education class. Appropriate next steps for determining how to implement the training were discussed between staff and the board. After this discussion, Michael McDowell made a motion to accept the proposal as written and to instruct the ICE Subcommittee to further determine the implementation of these training courses. John Couture seconded the motion. The motion passed unanimously.

1. **Review\Vote** CORI Subcommittee

Board Counsel Charles Kilb informed the board of the previous votes to create a subcommittee to develop a CORI policy in accordance with legislation requiring the BBRS to have a policy regarding obtaining and licensing individuals with positive CORIs. The board was informed that they had the opportunity to activate the subcommittee to allow them to draft a CORI policy, or the board may table the matter until the completion of the ICE subcommittee. Jeff Clemons made a motion to activate the CORI policy subcommittee and Michael McDowell seconded the motion. The motion passed unanimously.

1. **Review \Discuss** Board Counsel Report

Commissioner Sarah Wilkinson informed the board that the public hearings for the 10th edition may now be coordinated by the board and staff. Board Counsel Charles Kilb requested that the board members email their availability for the hearings from the end of January into the beginning of February to begin scheduling.

1. **Review \Discuss** Report from BOCC Designee

As Andrew Bobola was not in attendance, Jeffrey Clemons informed the board that the BOCC has continued in developing new processes and updating applications that are reviewed by the BOCC to be more efficient. New meeting locations are also being explored to maintain an in person attendance among BOCC members.

1. **Review \Discuss** Executive Director Report
   1. Construction Supervisor License totals for the month of November

There were 112 Construction Supervisor Licenses issued, 1419 Construction Supervisor Licenses renewed, and 0 Construction Supervisor Licenses reinstated in the month of November.

* 1. Status of Subcommittees

The ICES will continue to meet with the goal of further developing a plan for implementing training, and staff will begin coordination the CORI subcommittee.

1. **Review \Vote** Construction Supervisor License Waivers

After a brief discussion of the merits of the application, Jeff Clemons made a motion to approve the CSL waiver. Michael McDowell seconded the motion. The motion passed unanimously.

1. **Discuss** other matters not reasonably anticipated 48 hours in advance of meeting.

John Couture made a motion to adjourn. Jeff Clemons seconded the motion. The motion passed unanimously.