

**Florida Association of Code Enforcement
Board of Directors Pre Conference Meeting Minutes
June 10, 2019**

President April Hartseil called the meeting of the Florida Association of Code Enforcement Board of Directors meeting to order at 8:31 am

Present: President – April Hartseil; 1st Vice President – Cindy Drake; 2nd Vice President – Michael Hauserman; 3rd Vice President – Sam Sullivan; Sergeant-at-Arms – Mitch Posner; Secretary – Dorothy Hird; Treasurer – Michelle Forstrom

Quorum Present: Yes

Absent: None

Others Present: Mari Rains – Director of the Florida Institute of Government at UCF
(UCF IOG)
Karla Higgs, ICC

April Hartseil – President

The board discussed the PTI contract and the IOG/UCF contracts. The board discussed the Exam and Recertification fees, the coordination of the annual conference and asked if any of these would be negotiable. Mari advised they would not, but with the new software, this would not be included in the 11% overhead fees.

MOTION: April Hartseil, motioned to accept the PTI contract with deletions of sections J, K and L.

SECOND: Mitch Posner, seconded the motion

With no further discussion

Motion carried

MOTION: Mitch Posner, motioned to approve the proposed IOG Contract

SECOND: Cindy Drake, seconded the motion

With no further discussion

Motion carried

Karla Higgs – ICC

April introduced Karla Higgs and discussed with the board that ICC Instructors are required to take and pass the exam before they are permitted to teach any of the courses. Karla explained ICC has a plethora of exam questions so they don't worry about the instructors teaching to the exam.

The ICC Annual Conference and Hearings will be in Las Vegas October 20 – 30, 2019. The first three days will be the conference and the rest of the time, hearings and members can now register online.

Karla advised anyone who is a governmental member voting representative can apply for the Code of Honor Scholarship.

ICC also has the Bring Your Own Device event exam with an onsite proctor for the Pronto Exam, where the exam takers bring their own devices after downloading the programs onto their devices.

Karla explained that to be an ICC Preferred Provider 50% of your courses have to be ICC approved and that Chapters pay a discounted price of \$200 per year to be an ICC Preferred Provider.

Cindy asked if F.A.C.E. would be able to approve local Chapter Courses for ICC. Karla will check with Lizette and get back with her with the answer.

Neil Burning at neilburning@iccsafe.org is F.A.C.E.'s staff liaison and Alan Boswell is the board liaison.

Mari Rains – IOG/UCF

Mari advised she will coordinate a master schedule of classes for the rest of the IOG's. She will be blocking off two (2) weeks for her staff to work exclusively on the 2020 F.A.C.E. Conference. Everything is ready for this conference and F.A.C.E. is under budget on the catering and AV.

The board asked Mari to check remind Jeff the contracts with F.A.C.E. has expired for USF and FAU and would like to get a signed contract prior to any classes being given by them. This information will be sent to the incoming President.

Mari reported to the board F.A.C.E.'s total membership from July 1, 2018 through June 1, 2019 is 2,349.

Mari went over the Registration Packet contents to be given to the members at the conference.

The 2020 conference at Cape Coral Westin contract has been signed. The board went over and discussed locations for the 2021 conference. Helms Briscoe will be checking for any incentives. April would like the Tradewinds be looked at for the 2021 conference and also the west coast area.

Break: 3:35 pm

Reconvene: 3:54 pm

Michelle Forstrom – Treasurer

Michelle discussed with the board and advised that as of May, 31, 2019 F.A.C.E. has \$153,757.29.

Michael Hauserman – 2nd Vice President

Michael advised his committee has responded to all requests for CEH's and Legal Issue Papers.

The Fundamental rewrite has been sent to the attorney to be finalized.

MOTION: Cindy Drake, motioned to accept Michael Durham as board attorney

SECOND: Sam Sullivan, seconded the motion

With no further discussion

Motion Carried

Chapter Continuing Educations – The PTI Contract has been sent off to PTI and they will be getting back with him.

Michael would like to see the new 2nd Vice President meet with the IOG to discuss their expectations of each other.

Sam Sullivan – 3rd Vice President

Sam advised the jurisdiction contacts will be passed onto the new board. He would like to have a letter sent to the new members from the IOG along with a brochure packet to be worked on by the 3rd Vice President and to be given to the new members and also given out at the Florida League of Cities Conference.

Dorothy Hird – Secretary

Dorothy advised the minutes are up to date and she would like to see a different procedure in regards to the minutes. She suggested the minutes get signed within a couple of weeks after they have been sent out and the corrections made. This would ensure the minutes are added to the website sooner.

Old Business

None

New Business

The board discussed the assignments for the classes and also the class codes for each class.

MOTION: Mitch Posner, motioned to adjourn

SECOND: Sam Sullivan, seconded the motion

With no further discussion

Motion carried

Meeting adjourned at 5:12 pm.

APPROVED:

FLORIDA ASSOCIATION OF CODE ENFORCEMENT

April Hartseil, President

Attest:

Respectfully submitted by
Dorothy L Hird, F.A.C.E. Secretary
July 1, 2019