



**CODE ENFORCEMENT OFFICERS ASSOCIATION OF PALM BEACH COUNTY
BOARD MEETING AGENDA**

APRIL 10, 2025

11:00 AM

EATALIA

7750 OKEECHOBEE BLVD WEST PALM BEACH, FL 33411

CALL MEETING TO ORDER, ROLL CALL, ESTABLISH A QOURUM, RULES OF MEETING

APPROVAL OF MEETING MINUTES FROM MARCH 20, 2025 (MINUTES FROM ANNUAL MEETING TO BE APPROVED AT NEXT ANNUAL MEETING)

TRASURER REPORT- Joe Oliva

OLD BUSINESS

1. WELCOME NEW BOARD MEMBERS/ANNUAL MEETING RECAP
2. CONSIDERATION OF FORMING A THREE MEMBER BYLAW REVIEW COMMITTEE
3. CONSIDERATION OF ENDORSING/SUPPORTING MICHAEL SAVAGE, BUILDING OFFICIAL/DIRECTOR MARION COUNTY, FOR SECRETARY/TREASURER ICC BOARD OF DIRECTORS

4. 36TH ANNUAL F.A.C.E CONFRENCE
 - a) CONSIDERATION OF USING OUR CHAPTER'S THREE SCHOLARSHIPS RECEIVED FROM F.A.C.E. TO SEND BOARD OFFICERS TO THE CONFRENCE.
 - b) ITEM TO BE RAFFLED AT OUR CHAPTER'S TABLE AT THE CONFRENCE/RAFFLE TICKET PRICING.
 - c) 50/50 TICKET PRICING.
 - d) CHAPTER BOARD MEMBERS RESPONSIBILITIES AT THE CONFRENCE. REVIEW SCHEDULE AND TIMES THE CHAPTER TABLE NEEDS TO HAVE CHAPTER BOARD MEMBERS WORKING THE TABLE. SIGN UP SHEET.
 - e) CASH BOX, RAFFLE AND 50/50 TICKET PROCEEDURES AND RESPONSIBILITIES AT THE CONFRENCE

5. EMAIL BLAST TO MEMBERSHIP FOR MAY 3RD BOAF ANNUAL PICNIC FLYER SCHEDULED TO BE SENT OUT MODAY APRIL 28TH

NEW BUSINESS

6. FUTURE TRAINING SPEAKERS AND LOCATIONS
7. ITEMS TO BE CONSIDERED AT NEXT MEETING
8. SET NEXT MEETING DATE

ADJOURNMENT

- CEOAPBC Board Agenda Meeting March 20, 2025 held at Town of Haverhill, 4585 Charlotte St. Haverhill, FL 33417
- Meeting started at 12:53pm.
- Present: Rick Torrance, Joe Oliva, Sonja Binns, Joe Petrick.
Absent: Helen Archer.
- We have a Quorum.
- Approval of meeting minutes; **1st Motion**, Rick Torrance; **2nd** by Sonja Binns.
- **Treasury Report: Motion made by** Dwayne Johnson, **2nd** by Sonja Binns.
October 2024, November 2024, December 2024, January 2025, February 2025
- Oliva wanted to discuss the proposed budget, delayed until a later date due to time constraints.
- **Old Business** to be discussed at March 27th annual meeting.
- BOAF flyers to be sent out to members.
- Vote on #2 F.A.C.E. Conference Sponsorship, Donations, Table Raffle Discussion.
- Discussion on Michael Savage's Letter of Endorsement for ICC Board. Tabling until next meeting in early April.
- David Hooker and Chris Martin were invited to discuss Mosaic by cell phone. Purchasing specifically for conference. Joe Petrick called for a vote for \$5,000 for Mosaic with Gold Sponsorship which includes 3 scholarships, table at conference, company logo and signage. All agreed upon.
- **Motion made by Oliva for Mosaic**, Oliva; **2nd by** Sonja Binns.
- Rick left at 2:38pm.
- **Oliva made motion** to adjourn; **2nd** by Dwayne.
- Meeting adjourned at 2:51pm.

Joseph Petrick

From: Joseph Petrick
Sent: Tuesday, March 11, 2025 10:25 AM
To: Savage, Michael
Subject: RE: Request For ICC Election Support

Okay. I will discuss with the board at our March 20th meeting and will get back to you.

Joe

Joe Petrick
Town of Haverhill
Public Services Coordinator
Code Enforcement Officer
4585 Charlotte Street
Haverhill, FL 33417
561-689-0370 ext. 3



From: Savage, Michael <Michael.Savage@marionfl.org>
Sent: Tuesday, March 11, 2025 10:23 AM
To: Joseph Petrick <jpetrick@townofhaverhill-fl.gov>
Subject: RE: Request For ICC Election Support

External (michael.savage@marionfl.org)

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Thanks Joseph, I would certainly appreciate a letter being sent to the Nominating Committee Chair from the Chapter voicing your support, that would go a long way.



Michael Savage, Sr., MBA, MCP, CBO
Director/Building Official
Building Safety

Marion County Board of County Commissioners
2710 E. Silver Springs Blvd.
Ocala, FL 34470
Main: 352-438-2400 | Direct: 352-438-2459

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From: Joseph Petrick <jpetrick@townofhaverhill-fl.gov>
Sent: Tuesday, March 11, 2025 10:07 AM
To: Savage, Michael <Michael.Savage@marionfl.org>
Subject: RE: Request For ICC Election Support

You don't often get email from jpetrick@townofhaverhill-fl.gov. [Learn why this is important](#)

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Good morning Mr. Savage,

You have our chapter's support. Please don't hesitate to contact me at the number below or via email, if you would like to discuss how our chapter could help your campaign, or if you would like our chapter to consider a campaign contribution for your endeavor. We have a board meeting scheduled for March 20th. Good to see interest from our state to serve on the ICC board!

Joe

Joe Petrick
President, Code Enforcement Officers Association of Palm Beach County
Town of Haverhill
Public Services Coordinator
Code Enforcement Officer
4585 Charlotte Street
Haverhill, FL 33417
561-689-0370 ext. 3



From: Savage, Michael <Michael.Savage@marionfl.org>
Sent: Wednesday, March 5, 2025 1:13 PM
To: Joseph Petrick <jpetrick@townofhaverhill-fl.gov>
Subject: Request For ICC Election Support

March 3, 2025

President Joe Petrick
Code Enforcement Officers Assn of Palm Beach County
jpetrick@townofhaverhill-fl.gov

RE: Request for Support

Dear President Joe Petrick,

I am happy to write this letter to inform you that I have announced my candidacy for Secretary/Treasurer for the ICC Board of Directors. With your receipt of this letter I am requesting your chapter's support in this endeavor. The comradery I have developed while meeting with many of the ICC Chapters has certainly helped me in my position on the ICC Board, I will, and have always put the membership FIRST.

I have an overwhelming desire to continue to serve the members, and to give back to the enforcement industry, I feel compelled to run for this office at the ABM this year. My duties with ICC have included Board Liaison to collaborate with IAEI, Board Liaison to ASHRAE, ICC-ES, IAS, Region VIII & X, Alternate to Region IX, Chair of the 2022 Resolutions Committee, member of the Budget and Audit Committees, and Chair of the Bylaws Committee. I was also a Liaison to the Major Jurisdictions Committee.

Besides being a Building Official in Florida with a 94-person department, I hold the following certifications and organizational experiences:

- Master's in Business Administration (MBA)
- Master Code Professional
- Certified Building Official
- 40 other ICC Certifications
- Certified Fire Protection Specialist, CFPS (NFPA)
- Certified Electrical Inspector – Master (IAEI)

- Florida Building Code Administrator License Number BU 2010, and Licensed Plans Examiner PX4187 (Bldg., electrical, plumbing, and mechanical) and Inspector BN7552 (1&2 Family Dwelling, Bldg., electrical, plumbing, and mechanical)
- California SAP Disaster Service Worker Certified Building Inspector

Organizational Affiliations

- Past Chair and Founding Member of ICC Region XI and Member of Bylaws Committee.
- Past Member and Chair of ICC Evaluation Service, LLC (ICC-ES) Board of Managers.
- Former Chair of ICC Compliance Code Action Committee.
- Former Member of the ICC Code Correlation Committee (CCC).
- Member of BOAF Code Development Committee, the Non-Binding Interpretations Committee, and the Non-Binding Interpretations Committee – Flood, and the Legislative Committee.
- Formerly President of the Central New Mexico Chapter of Building Officials.
- Formerly Board Member of the New Mexico Council of Code Officials.
- Formerly Board of Director Member of the Northern NM Assoc. of Public Safety Officials.
- Formerly President, Maryland Building Officials Association.
- Formerly President, North Florida BOAF
- Governmental Member of the International Code Council (ICC).

Please visit my website for more information, a bio and to stay in touch at:

www.michaelsavagesr.wixsite.com/savage

If you choose to support me in this endeavor please send a letter of support to:

Stuart Tom, Chairman
 ICC Nominating Committee
 c/o Dominic Sims, CEO
 International Code Council
 900 Montclair Road
 Birmingham, AL35213

I look forward to working with your organization for the betterment of ICC. If you have any questions, please feel free to contact me.

Thank You,



Michael L. Savage, Sr., MCP, CBO, CFPS, CEI-M
 Director – Building Official



Michael Savage, Sr., MBA, MCP, CBO
 Director/Building Official
 Building Safety

Marion County Board of County Commissioners
 2710 E. Silver Springs Blvd.
 Ocala, FL 34470
 Main: 352-438-2400 | Direct: 352-438-2459

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Agenda

When	Activity
6/9/2025 12:00 PM	<p>Registration Desk Open</p> <p>The registration desk will be open on Monday. If you plan to arrive early, stop by and skip the line on Tuesday!</p>
6/10/2025 9:00 AM	<p>Registration Desk Open</p>
6/10/2025 10:30 AM	<p>First-Time Attendees Welcome Session [CEH: 1.0]</p> <p>**SPACE IS LIMITED - FIRST TIME ATTENDEES ONLY PLEASE** Attendees will learn the ins and outs of the conference, including sign-in sheets, CEHs, and special events in the program. Attendees will also be introduced to the F.A.C.E. Board of Directors and Chapter Representatives. [1 CEH]</p>
6/10/2025 12:30 PM	<p>General Session #1: Welcome + 1st Amendment Auditors [CEH: 2.0]</p> <p>The workshop will give an overview of the law applying to the typical activities of citizens generally referred to as "First Amendment Auditors." It will include an exploration of the more common activities that create practical problems for code enforcement officials and discussion on the limitations on what can and cannot lawfully be done. The session will also review some practical tips for dealing with folks who attempt to interfere with code enforcement officials while trying to do their jobs. [2 CEH]</p>
6/10/2025 2:30 PM	<p>Member Networking Hour</p>
6/10/2025 2:30 PM	<p>Exhibit Hall Open</p>
6/10/2025 3:15 PM	<p>Workshop 1-1: Protecting Public Safety [CEH: 2.0]</p> <p>Sunshine 811 is Florida's one-call notification center that helps prevent damage to underground utilities by coordinating the marking of utility lines before excavation. Homeowners, contractors, and utility companies can contact Sunshine 811 to ensure safety by identifying underground infrastructure, preventing costly damage, accidents, and environmental hazards. The service is crucial for reduction in legal liabilities, saving time and resources, and promoting public safety. [2 CEH]</p>

When Activity

6/10/2025 **Workshop 1-2: Business Tax [CEH: 2.0]**

3:15 PM This workshop will provide an overview of business tax enforcement. [2 CEH]

6/10/2025 **Workshop 1-3: Animal Awareness [CEH: 2.0]**

3:15 PM This presentation will focus on animal body language and behavior for the safety of code enforcement officers, how to notice the signs of animal fighting, and veterinary forensics examples. [2 CEH]

6/10/2025 **Conference Committee Hospitality Table**

5:00 PM

6/11/2025 **Registration Desk Open**

7:00 AM

6/11/2025 **Breakfast**

7:00 AM

6/11/2025 **Exhibit Hall Open**

8:00 AM

6/11/2025 **General Session #2: Annual Business Meeting & Awards [CEH: 1.5]**

8:30 AM Join us for the official conference kick-off, including the presentation of colors, national anthem, pledge of allegiance, annual business meeting, and presentation of the 2025 Huskey Award. [1.5 CEH]

6/11/2025 **Refreshment Break**

10:00 AM

6/11/2025 **General Session #3: 2025 Legislative Review [CEH: 1.5]**

10:30 AM This session will cover the results of the 2025 legislative session as it relates to the profession, F.A.C.E.'s advocacy efforts, and future efforts. [1.5 CEH]

6/11/2025 **F.A.C.E. Luncheon**

12:00 PM

6/11/2025 **General Session #4: Streamlining Damage Assessments [CEH: 1.5]**

1:30 PM Join us for an in-depth introduction to Crisis Track, the innovative damage assessment software being adopted by the Volusia County Property Appraiser's Office. This workshop will cover how Crisis Track enhances efficiency in conducting preliminary damage assessments and streamlines reporting for municipalities. Learn about our implementation process, ongoing training with the vendor, and how this

When	Activity
	tool empowers code enforcement officers to better respond during disaster events. Whether you're looking to improve your damage reporting systems or gain insights into the latest assessment technologies, this session is designed to provide valuable takeaways for professionals in the field. [1.5 CEH]
6/11/2025 3:00 PM	Refreshment Break
6/11/2025 3:15 PM	General Session #5: Narcotics Identification [CEH: 1.5] This workshop will give an understanding of the different types of narcotics that a code officer could encounter while conducting inspections in the field. [1.5 CEH]
6/12/2025 7:00 AM	Breakfast
6/12/2025 7:00 AM	Registration Desk Open
6/12/2025 8:00 AM	Exhibit Hall Open
6/12/2025 8:00 AM	Workshop 2-1: The Impact of Implicit Bias [CEH: 2.0] This presentation will explore the roots of implicit bias in human cognition and identify strategies to reduce the activation of bias in the code enforcement function. [2 CEH]
6/12/2025 8:00 AM	Workshop 2-2: Situational Awareness [CEH: 2.0] This session will present practical strategies to enhance observational skills, assess threats, and maintain control in the field. Participants will gain insight into recognizing pre-incident indicators and applying effective de-escalation techniques to mitigate risks. [2 CEH]
6/12/2025 8:00 AM	Workshop 2-3: Interpersonal Communication [CEH: 2.0] This presentation will discuss best practices in developing and maintaining interpersonal relationships in personal, professional, and social dimensions. [2 CEH]
6/12/2025 8:00 AM	Workshop 2-4: CPR/AED Training [CEH: 4.0] **This course is a four-hour session. There is an additional \$60 fee to attend this class.** At the completion of the class, students will properly demonstrate identifying an adult or child that is not breathing or is pulseless and begin rescue breathing or CPR. Students will also be instructed on the proper use of an

When	Activity
	Automatic External Defibrillator. At the conclusion of the course the student will be issued a Basic Life Support card from the American Heart Association. [4 CEH]
6/12/2025 10:00 AM	Refreshment Break
6/12/2025 10:30 AM	Workshop 3-1: Commercial Trespassing [CEH: 1.5] This session will offer the perspective of the State Attorney's Office on commercial trespass, the rights of victims in these matters, the criminal prosecution process, and some examples of real-life cases. [1.5 CEH]
6/12/2025 10:30 AM	Workshop 3-2: Probate [CEH: 1.5] This workshop will provide an overview of Florida probate and its effects on code enforcement. A question-and-answer session will be included. [1.5 CEH]
6/12/2025 10:30 AM	Workshop 3-3: Communication & Leadership Development [CEH: 1.5] This session will include best practices in strategic communication and leadership development in organizational contexts. [1.5 CEH]
6/12/2025 12:00 PM	Lunch on Your Own
6/12/2025 1:30 PM	Workshop 4-1: Legendary Leadership [CEH: 2.0] This session will teach the qualities of great leaders to anyone interested in excelling at leadership both at home and work. [2 CEH]
6/12/2025 1:30 PM	Workshop 4-2: Elements, Evidence, & Expectations [CEH: 2.0] This session will include a discussion of how to determine what evidence and testimony should be developed and presented in a code enforcement case. [2 CEH]
6/12/2025 1:30 PM	Workshop 4-3: Improving Regional Water Supply in Florida [CEH: 2.0] This session will describe the three most common water conservation related codes and their relevance and quantified savings when enforced. These are the front-line strategies for a local government to stabilize its water supply. [2 CEH]
6/12/2025 3:30 PM	F.A.C.E. Elections

When	Activity
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6/12/2025

6:00 PM

Dinner Buffet

6/13/2025

7:00 AM

Registration Desk Open**General Session #6: Business Meeting + How Do You Get to Yes [CEH: 2.0]**

6/13/2025

8:00 AM

Delve into the power of having the Publix, Ritz-Carlton and Chick-fil-A mindset. Attendees will explore what makes these organizations' customer service and products exceptional examples of how we should serve the public in our chosen profession. The workshop will also discuss what we are doing within our organization to not be the barriers for being the community of choice. [2 CEH]