

***Minutes of Tuesday, April 21, 2020 Chapter Meeting  
Teleconference***

Meeting called to order at 10:00 am

Those in attendance:

<b>Dennis Hirsch – Miles City - President</b>	<b>Tad Lisowski - Whitefish</b>	<b>Tim Lloyd – State DLI</b>
<b>Cody Gunn – Billings – Vice President</b>	<b>Kim Mack - Helena</b>	<b>Kraig Stevenson – ICC Gov’t Relations</b>
<b>Karen Courtney – Laurel Secretary/Treasurer</b>	<b>Skip Gee - Helena</b>	<b>Tom Peterson – ICC Board</b>
<b>Rick Benton – Lewistown – Past President</b>	<b>Russell Murphy - Colstrip</b>	<b>David Spencer – ICC Board</b>
<b>Jim Yeagley – Cut Bank</b>	<b>Ted Johnson - Helena</b>	<b>Mike Boso – ICC</b>
<b>Steve Hutchings – Missoula County</b>	<b>Bob Risk - Bozeman</b>	

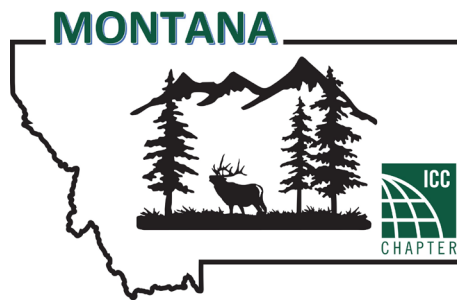
- Introductions
  - Established that there is a quorum present (5 members per by-laws)
- Secretary/Treasury report:
  - Account Balances:  
Savings: \$3,145.83  
Checking: \$4,302.88
  - Motion to accept Treasurer Report – Motion to accept by Cody Gunn, Rick Benton 2<sup>nd</sup>. Motion passes.
  - Minutes from March reviewed – Motion to approve by Cody Gunn, Rick Benton 2<sup>nd</sup>. Motion passes.
- President’s Comments:
  - Been quite difficult with the Corona Virus. Makes it quite difficult to get out and get permits and do inspections.
  - Thanked Kraig for the letter he sent to the Governor. Was very impressed with it.
- Vice President’s Comments:
  - Thanked everyone for the attending the call. Important to remember in times like these that the purpose of the chapter is to allow us to share ideas and help each other out. Obviously, we are all having significant issues in our jurisdictions. Encourage people to email the Chapter and we will disseminate any problems or concerns that people are having.



- If you do not get a response from the Chapter email please contact Cody, Karen or Dennis and we will get back to you as soon as we can.

### **New Business –**

- CoVid 19 resources and funding
  - Karen is looking into any grants that may be available for funding of web-based programs for permit submissions from citizens. She will pass onto membership when and if she finds out any information via email.
  - Kraig Stevenson gave a summary of what ICC is doing and how they hope to coordinate a consistent set of clear points so that the Chapter can interact as not only a not entitled jurisdiction or as an entitled jurisdiction. Has read several things and spoken with ICC and the direction that ICC is taking is to get a consistent message out in one communication to all the members instead of separate messages going out to separate regions. He has for clarity on items he has read because it is a very difficult thing to understand as a code official since these are federal grants. He will again send the link to an ongoing survey that ICC has put out to members that has to do with municipalities having the ability to do e-permitting, virtual inspections, electronic plan review, how much does that affect you and do you have the ability to work remotely. They are finding that the differences between jurisdictions that have 100,000 people or more are different than those that are less than a 100,000 down to 7,000 as the smaller jurisdictions don't have those types of options and it is important to collect that information.
    - Dave Spencer asked if out the responses from the survey is ICC planning to provide guidance or direction on where jurisdictions under 100,000 can go and find those resources to get these grants? Kraig is trying to find out the information on some funds on how smaller jurisdictions can apply for funding and recommends that we start conversations with their supervisors, mayor or council to see if there is anybody who writes grants or is there a grant manager for federal money or do we rely on the State?
  - Tim Lloyd offered information from the State. Montana currently has 1.25 Billion dollars in this portion of the money to release. Governor has named a Corona Virus Relief Task Force that will utilize the information from the Federal Government on what that funding can be used for. Department of Commerce has just opened a website where they are taking public comment on what people think the money should be used for. Membership can Google it, or he will send a link to access and submit public comment. There has not been any information on where you can apply for the funding yet. The State building department is set up to be able to do most everything remotely such as plan review, issue permits and they are still doing inspections with video, pictures and although not ideal have been able to function. Tim agrees with Kraig that this is something that smaller jurisdictions can research. Strongly recommends going into the public comment website and goggle who these task force members are and if any local representatives, you may wish to contact them.



- Kraig Stevenson – He did go to the Montana Dept. of Commerce website and they do manage the grant funds for the non-entitled cities. The federal government generally puts the monies towards the larger entitled cities and the other non-entitled cities must go through the Department of Commerce. The letter he wrote to the governor was to ask for the state to give this consideration that these resources for remote end electronic permitting, etc. are needed. Feels that Tim is correct that this is the best way to let the governor and task force know where to distribute some funds.
- Dennis stated that he has been looking into updating the systems in Miles City and has found it very difficult to get all of the information together.
- Chapter election of Officers
  - Dennis stated that he is trying to think of options of holding the Chapter elections: electronically or a meeting, he asked if anyone had any ideas.
    - Karen stated that there were 3 people who had put in their names for intent to run. 1 for president, 1 for Vice-President and 1 for Secretary/Treasurer. The difference is that the chapter has always taken nominations as well. Suggested possibly having people email in their nominations and then sending a list out to have people vote at next meeting or if we want to wait until everyone can meet. Suggested a web conference to do the voting. That way the voting members that have paid their dues could be notified and hopefully be able to make the call.
  - Dennis agreed and felt it was unfair for him to remain in office and thanked everyone for their support over the years.
  - Cody asked if the by-laws allowed us to hold an election in this format. Karen stated that we normally do it at the ABM and according to our bylaws that is when we are supposed to have it. But with these circumstances, if it is web based or they can show up in person and we have a quorum of our active/voting members then we are allowed to have it.
  - Dennis suggested we have it at the next meeting and have it web based at this time.
  - Rick Benton made a motion that we have an electronic vote via video conference or teleconference with the voting members/paid members for election of new officers. Cody Gunn seconded the motion. With no further discussion motion passes unanimously.
- Video Conference option
  - Dennis supports doing our next meeting with video.
    - Cody asked if everybody has access to a webcam. Karen asked Kraig if there was a way to have the meeting with a call-in option in case someone does not have access to a webcam to still be on the call? Kraig stated that if he set up as a WebEx meeting it does give you the option to call-in if you do not have a computer. Rick asked if you can be on the computer and call in at the same time. Kraig stated you must mute one or the other, but you are able to do so. David Spencer also stated that although your computer may not have the ability, there is an app for your phone that would allow for you to join via video. It is agreed that we will set up that option for our next meeting.

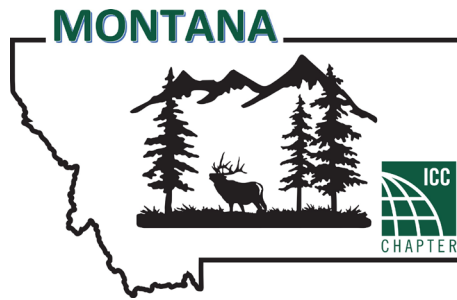
**Guest Speakers-**  
State update:



- Tim Lloyd
  - Energy Code update –
    - Have finished the draft of the rules amending the energy code. It is now being reviewed by the state’s attorney. After review will go to the Building Codes committee. It will also need to go in front of the Energy and Telecommunications Interim Committee State of Montana Legislature.
    - Department has just started working on the tall wood buildings.
    - Adopted the codes on December 7, 2019 at the state level, certified jurisdictions have 90 days to complete their adoption.
  - Building Codes Conference Cancelled
    - Department has been trying to figure out what they should do. At this time, the governor has not issued a plan to reopen Montana.
    - Remaining funds – did have to meet their contractual obligation which was 40 % of the overall budget. Have monies paid for ICC books, and instructor that they had contracted with as well. Once that has been taken care of, they will need to see how much of the funds they have left to have some sort of a conference.
    - There has been a lot of concerns about obtaining CEU’s. He recommends turning to ICC for webinars, there are a lot of opportunities there to gain the CEU’s. If this is pertaining to keep certification with the state, depending on how long this goes on, the department may be able to grant an extension on time to keep certification.
    - Tim asked Kraig about the ability to gain CEU’s. Kraig stated that he has sent out links for free webinars and other available ways to get CEU’s to the Chapter so that it could be forwarded to membership.
    - Mike Boso – Asked if the presenters that already going to invoice the department would be able to do a webinar. Tim stated that this is something the department was going to discuss with ICC in their upcoming conference call.

#### ICC Comments-

- Mike Boso – ICC Board
  - Was glad he was able to make the call. He encourages everyone to take advantage of the webinars that are out there. Any comments or suggestions of what else could be done to please let one of the board members know.
- Ron Hampton – ICC Board
  - Glad to listen in and feels that MT is moving in right direction. Mike Boso recently led a group through a virtual meetings a couple of weeks ago that went very well. ICC has extended deadlines until May 1<sup>st</sup> or later for several things.
- David Spencer – ICC Board
  - Is concerned for all members, ICC is trying to send out as much information as they can to keep members informed. ICC is here for the members to assist however they can through this troubling time.



- Cody Gunn – Region II ICC Board – Had to cancel the last meeting and are hoping to start having them next month. Information will be sent out announcing meeting information as soon as it is available.

**Other Discussion -**

- Rick Benton –
  - Would like to know how anyone is handling virtual inspections in their jurisdictions.
    - Dennis stated that a lot of people are having photos taken and then emailed to them.
    - Steve McDaniel – ICC Board of Directors – In NY they have done virtual inspections utilizing skype, facetime, and google duo. This may be something that jurisdictions may want to consider using.

Next meeting scheduled for May 12, 2020 at 10:00 AM via teleconference and WebEx information will get sent to everyone.

Motion to adjourn made by Rick Benton, seconded by Karen Courtney.

**Adjournment at 10:50 am MST**

Karen Courtney  
Chapter Secretary/Treasurer