

**Final  
Minutes  
State of Oregon**

**BOARD OF BOILER RULES**

**Regular Meeting Minutes  
December 6, 2005**

**MEMBERS PRESENT:** Dale McLouth, Chairman  
John Endicott, Vice-Chairman  
Mike Bradley  
Dennis Coplin  
Robert Cowling  
Thomas Perritt  
John Pyle  
Monty Redfearn  
Fred Widman

**MEMBERS ABSENT:** Russell Williams

**STAFF PRESENT:** Mark Long, Administrator of Building Codes Division  
Andrea Simmons, Manager of Policy and Technical Services  
Mike Graham, Interim Chief Boiler Inspector & Board Secretary  
Terry Swisher, Boiler Program Manager, Chief Plumbing  
Inspector  
Jim Denno, Statewide Services Manager  
Roseanne Nelson, Assistant Manager, Enforcement  
and Licensing  
Brent Griffiths, Enforcement Officer  
Heath Lawson, Enforcement Officer  
Debi Barnes-Woods, Division Boards Coordinator

**GUESTS PRESENT:** David Walls, President and Chairman of PPIO  
Jay Bushard, Southern Oregon Inspections  
Rodger Vignery, A&V Code Consulting, Inc.  
Paul Cyr, McKinstry Company  
Jonathan Graves, ITU  
Thomas Lindberg, A&V Code Consulting, Inc.  
Bruce Lewis, NW Natural

**I. BOARD BUSINESS**

**I.A. Call to Order**

Chairman Dale McLouth called the Oregon Board of Boiler Rules to order at 9:30 a.m. The meeting was held at the Building Codes Division, Conference Room "A," 1535 Edgewater NW, Salem, Oregon.

**I.B. Roll Call**

Russell Williams was absent, excused.

**I.C. Approval of Agenda and Order of Business.**

Chairman McLouth **RULED** the agenda approved as submitted.

- I.D. Approval of the regular board meeting minutes of September 13, 2005.**  
Chairman McLouth **RULED** the regular meeting minutes of September 13, 2005 approved as mailed.
- I.E. Date of the Next Regularly Scheduled Meeting.**  
March 7, 2006.
- I.F. Board review 2006 board meeting dates.**  
2006 board meeting dates were reviewed with no discussion.

## **II. PUBLIC COMMENT**

**David Walls, president and chairman of PPIO and Rodger Vignery**, briefly updated the board on his company's boiler and pressure vessel inspection program, and the school developed to train inspectors. Mr. Walls stated that the company would like to be involved in the new committee for developing exam questions for special inspectors. Program information can be found on the company's 2006 web site, ppi.org.

Dennis Coplin asked if the company has applied with the state for approval for continuing education. Rodger Vignery said that the school is to train inspectors, not to provide continuing education courses.

**Jonathan Graves, Industrial Training Unlimited**, questioned the disapproval of ITU's on-line training course. Mr. Graves received a denial indicating that the course was not long enough to receive continuing education credits. Mr. Graves is formally appealing the decision of the Boiler Continuing Education Committee.

Dennis Coplin explained some of the committee's concerns. Because the boiler code has changed, some of the interpretations in the course are incorrect. Logging into the test is also an issue. It took the committee 45 minutes to log in.

Mike Graham, interim chief boiler inspector, said that questions should be reviewed in detail prior to publication on the web. Some of the questions were not accurate or did not contain all the information.

John Endicott asked that Jonathan Graves meet with the continuing education committee to review the on-line course, and the concerns of the committee.

## **III. REPORTS**

*(Agenda Item III.B. heard before III.A.)*

- B. Summary of enforcement actions previously taken by the division for cases 1 through 7, outlined on the enforcement board report. (No board action required)**  
No discussion for this agenda item.

Roseanne Nelson, assistant manager of enforcement and licensing, addressed the board regarding an individual who was teaching an unapproved class. Ms. Nelson asked if the board would appoint two members and two individuals outside the board to address the matter. John Endicott and Dennis Coplin both volunteered.

**A. Building Codes Division Administrator's report.** Administrator of Building Codes Division, Mark Long, gave a brief report concerning Building Codes Division's budget, the new "write it, cite it," video streaming, E-permitting, standardization, and Senate Bill 421.

**BCD's budget.** Administrator Long reported that the boiler program's ending fund balance is a negative \$3,807. *Exhibit "A."*

Dennis Coplin said that ORS 480.670, 480.610, 480.510, and ORS 705.145 say that all money raised from civil penalties shall remain in the boiler program. Currently, the money is going to the general fund. Administrator Long will have the issue researched.

**"Write it, Cite it" requirement.** Beginning January 1, 2006, all inspectors will be required to cite the code references when they write code corrections that require re-inspection.

**Video streaming.** All BCD board meetings, rulemaking hearings, and other meetings will be streamed through the Internet for anyone to watch.

**E-permitting.** The division will be presenting the program to the legislature task force for e-permitting statewide.

**Standardization of division administrative processes.** The division is working with the Board Chair/Vice-Chair Committee on consistent administrative processes within licensing, code adoption, interpretation, appeals, and alternate methods rulings. *Exhibit "B."*

**Senate Bill 421: Regional building code assistance.** This new program is designed to assist city and county building departments with technical expertise, best practices, technology to expedite the permit process, and dispute resolution.

**C. Program update.**

Jim Denno, manager of statewide services, distributed copies of an audit of the boiler program by, Merina & Company, LLP. *Exhibit "C."* The company examined workload, productivity, administrative functions, revenue versus expenses, and computer systems. Recommendations include: Integrate or replace the three current computer systems with one comprehensive system; develop a cost study of the inspection activities to determine the relative cost of performing various types of inspections to ensure that inspectors are charging their time accurately; improve communication to customers, including revising form letters; and provide inspections and establish daily inspection log for daily activities.

The division has implemented some of the recommendations from Merina & Company, LLP, including the daily inspection log, and an inspection priority list to streamline inspections related to overdues. Inspectors are now charging their time accordingly. The division is currently re-programming the vessel system to handle insurance changes in an automated fashion to reduce administrative time.

Manager Denno noted that the priority inspection list focuses on public safety to ensure that staff time is well spent. Inspection intervals are being reviewed. The section is currently reviewing what the division inspects versus what the division should be overseeing. The division will be conducting an internal audit on cost effectiveness of inspections. A&V Consultant, has been hired to work with the division on recommended changes.

**IV. COMMUNICATIONS** - None

**V. APPEALS** - None

**VI. UNFINISHED BUSINESS** - None

**VII. NEW BUSINESS**

**Board approval of task force to develop exam questions for special inspectors and approve the process to appoint members.**

**David Walls, President and Chairman of PPIO**, offered the company's assistance to the board on developing exam questions for special inspectors.

Chairman McLouth advised the audience and board members that if they wanted to be appointed to the task force, they must e-mail him by Friday. The Chairman would appoint members. [dmclouth@pccstructurals.com](mailto:dmclouth@pccstructurals.com)

**MOTION by Chairman McLouth** to approve a task force to develop exam questions for special inspectors and approve the process to appoint members.  
**MOTION CARRIED UNANIMOUSLY.**

Vice-Chairman John Endicott briefed the board on the Chair/Vice-Chair Committee meetings. Currently the group is working on consistent processes for licensing administration.

**IX. ADJOURNMENT**

Chairman Dale McLouth adjourned the meeting at 12:15 p.m.

Respectfully submitted,

Debi Barnes-Woods  
Division Boards Coordinator/Recorder

***Exhibits:***

- A. BCD's budget document, ***Agenda Item III.A.***
- B. "The life of a code in Oregon" document, ***Agenda Item III.A.***

C. Boiler audit, *Agenda Item III.C.*

**TO OBTAIN COPIES OF EXHIBITS, A PUBLIC RECORD REQUEST MUST BE COMPLETED  
BY CLICKING ON THE LINK PROVIDED.**

<http://www.cbs.state.or.us/external/bcd/pdf/2568.pdf>