

*This is a Draft*

**STATE OF OREGON**  
**Department of Consumer and Business Services**  
**Building Codes Division**

**TRI-COUNTY BUILDING INDUSTRY SERVICE BOARD**

**Regular Meeting Minutes**

**December 11, 2002**

**MEMBERS PRESENT:**

Terry Dieter, Chair  
Jim Chapman (arrived at 9:45)  
Michael Cliburn (left at 11:30)  
Jim Ferris  
Jeffery Grunewald  
Ray Kerridge  
John Lape  
Ronald Murray  
Forrest Soth  
Rob Yorke

**MEMBERS ABSENT:**

John Leeper

**STAFF PRESENT:**

Joanie Stevens-Schwenger, Tri-County Service Center  
Manager and Board Secretary  
Maureen Pointer, Tri-County Board Coordinator/Recorder  
Greg Malkasian, Deputy Director of Department of  
Consumer and Business Services  
Andrea Simmons, Interim Manager Policy and Technical  
Services of Building Codes Division  
Debi Barnes-Woods, Division Boards Coordinator

**GUESTS PRESENT:**

Bob Moore, City of Gresham  
Bob Poskin, City of Lake Oswego  
Dennis Carney, City of Forest Grove  
Ricky Icenogle, City of Hillsboro  
Mike Gieszler, City of Hillsboro  
Chuck Day, Adair Homes, Inc.  
Stephan Lashbrook, City of Lake Oswego  
John Stelzenmueller, City of Tualatin  
Dan Dreuthan, City of Oregon City

Charles W. Parker, City of Cornelius  
David W. Davies, City of West Linn  
Clint Hilman, retired Building Official  
Guy Sperb, City of Oregon City  
Martin Brown, City of Wilsonville  
John Wheeler, City of Happy Valley  
Gary Lampella, City of Tigard  
Jim Hendryx, City of Tigard

## **I BOARD BUSINESS**

### **A Call to Order**

Chairman Terry Dieter called the Tri-County Building Industry Service Board to order at 9:30 a.m. The meeting was held at NECA, 601 NE Everett, Portland, OR.

### **B Roll Call**

The position of Public Member is vacant.  
The position of Plumbing/Mechanical Member is vacant.  
John Leeper, excused

### **C Approval of Agenda and Order of Business**

**MOTION** by Forrest Soth to approve the agenda.  
Chairman Dieter **RULED** the agenda approved as submitted.

### **D Approval of the October 9, 2003 Minutes**

The minutes were amended to reflect that Jim Ferris was present at the October meeting.  
**MOTION** by Forrest Soth to approve the minutes with the amendment.  
Chairman Dieter **RULED** the minutes approved as amended.

### **E Next Regularly Scheduled Meeting**

February 12, 2003  
9:30 a.m.  
NECA  
601 NE Everett  
Portland, OR  
**MOTION** by John Lape to accept meeting date, time and location.  
**MOTION CARRIED UNANIMOUSLY.**

## **II PUBLIC COMMENT**

Chuck Day, Director of Regulatory Affairs for Adair Homes asked the board to reconsider the fee methodology for building permits. He noted that building permit fees have increased considerably since the board adopted a methodology based on the ICBO valuation table for "good construction". Forrest Soth responded that the board was not established to regulate fees and that it was up to each individual jurisdiction to set fees using the methodology. (*Jim Chapman joined the meeting at 9:45 a.m.*) Mr. Chapman

commented that the jurisdictions were instructed to adopt the methodology with no impact on current building permit fees. Mr. Day responded that fees have nevertheless substantially increased in the Tri-County area as compared to surrounding counties. Chairman Dieter suggested that the Fee Methodology Committee convene for further discussion with Mr. Day. Ray Kerridge recommended that before the board move to take this to the committee, Mr. Day should provide the committee with documentation to support his views of fee methodology. Mr. Day asked if the state mandated that building departments are self supporting through fees. Michael Cliburn responded that the fees are dedicated funds and the revenue collected stay within that department, but that the jurisdiction may supplement that department with general funds. Chairman Dieter asked the board to recommend considering another opportunity for comment at the next board meeting, and to entertain additional discussion with the Fee Methodology Committee.

**MOTION** by John Lape to send this to the Fee Methodology Committee for further review.

**MOTION CARRIED.** Forrest Soth opposed the motion.

Mr. Cliburn will work with Mr. Chapman, Vice Chair of Fee Methodology Committee, to set up a January meeting. Chairman Dieter inquired if the board wants to put a formal item on the agenda for the next board meeting or discuss it under public comment. Mr. Soth responded that he would prefer an interim report as an informational item from the Fee Methodology Committee at the next meeting. Chairman Dieter proposed to put an item on the next board meeting agenda as a report out from the Fee Methodology Committee and recommended the board to consider from that point forward.

### **III STAFF REPORTS**

#### **A Administrator Recruitment**

Greg Malkasian, Deputy Director, Department of Consumer and Business Services, provided an update on the recruitment process and selection of Mark Long as Administrator of the Building Codes Division.

Mr. Malkasian also reported on the Regulatory Streamlining Program and DCBS's commitment to the project. Mr. Kerridge inquired about streamlining issues and whom to contact for that information. Mr. Malkasian said that the report is accessible on the DCBS, BCD and DAS web sites. Members discussed how to get information as the project unfolds and how the board could become integrated into this activity. Chairman Dieter inquired if there was anything the regulatory streamlining activity needed that the board could provide prior to February. Mr. Malkasian noted that the board's input is very valuable. Forrest Soth commented that any input from the board should be directed through the chairman to Mark Long.

#### **B Legislative Agenda**

Andrea Simmons, Interim Manager, Policy and Technical Services distributed a handout (Exhibit A) and reported on the division's legislative concepts. One key legislative concept is SB 834, which piggybacks on HB 3007 from last session that allows the

division/licensing advisory board to take appropriate action on CCB violators, and to create a partnership between CCB and BCD. Ms. Simmons is one of the key contacts for BCD legislative questions. BCD would be happy to provide the information on the Internet. Chairman Dieter suggests an overview/quick summary of BCD tracked legislative issues at the next board meeting for those who don't use the Internet.

#### **C Public Outreach Committee Update**

Ms. Stevens-Schwenger, for John Muir, gave an update on Public Outreach committee activities including the Permits Protect public awareness campaign. She reported that the committee was working on a number of projects including upcoming home shows. The group is also discussing possibly adapting aspects of a public awareness campaign from one sponsored by the City of Tacoma to promote a new recycling program.

### **IV COMMUNICATIONS**

Ms. Stevens-Schwenger updated members on the most recent editions of Tri-County newsletters including News Line, News Splash, News Flash and News Connect.

*(Break)*

### **V UNFINISHED BUSINESS**

Mr. Cliburn briefly reviewed his and Mr. Kerridge's ideas regarding the future of the administration of building codes in the tri-county area. Mr. Kerridge then briefly gave an overview of the pros and cons and the types of models discussed at the May meeting. Discussion topics for today's segment of the "building administration of the future" included the pros and cons of local governments working with inter-governmental agreements, and either a county or a national model.

**Inter-governmental Agreements:** Pros of this model included: IGAs would allow for specialization and better use of limited resources through mutual-aid agreements and shared resources, and would increase consistency in specialized areas. It was noted that Tri-county building officials are now working as a team to solve many of these problems. This cooperation is a signal to industry of local government's willingness to solve problems as efficiently and cost effectively as possible. On the "con" side it was noted that IGAs would be too complicated as jurisdictions have their own philosophy and political climate. There would be inconsistencies with paper flow and technology. Insurance, legal liability, and other issues would make implementation difficult. Such an arrangement could become an administrative nightmare with jurisdictions losing local control. *(Michael Cliburn left the meeting at 11:30 a.m.)* In addition there would be problems with inspection and plan check coordination as well as logistics and other coordination issues. Members also thought that such agreements could be potentially more expensive.

Mr. Icenogle noted that regardless of what model is used the resource pool for inspectors was diminishing and certification and education for the inspectors should be a focal point.

**County Model:** A recap on regionalization “pros” from the September 22, 2002 meeting included noting that a regional department would provide consistency in interpretations, computer systems, fees, and forms and processes. A regional department would have the ability to consistently interpret and apply code, offer the consistent use of revenue and better utilization of staff. Technical needs would be better addressed and computer systems would be compatible. There would be no need for general fund subsidies as financial resources would be better utilized and due to improved code compliance the division would be less susceptible to local political pressures. Regionalization could also provide more political influence in the legislative process. Recruiting and retaining staff would be easier due to consistent pay scales. The board agreed on the excellent groundwork laid by Tri-County and the board’s increased effectiveness due to effective and efficient use of industry input. The “cons” included increased costs/fees and loss of local control. In addition, the plans approval process would be complicated and coordination with local processes would be necessary. It was noted that the counties seem to be shrinking while cities are growing. There were additional concerns that customers would not receive local services with personnel who understand their issues, which would lead to loss of consumer convenience and service.

**National Model:** The single pro noted was the use of the Internet. The Internet would provide the capacity to link within county, city, state, out-of-state and even another country. Mr. Kerridge reminded everyone that the mission here was to step outside the box and look at it from the basis of a consumer in the future. On the con side it was noted that state certification requirements would have to be changed.

Chairman Dieter proposed that the board capture and disseminate this and previous discussions to summarize at February’s meeting and discuss as an agenda item what, if anything the board wants to do as a result of the discussions.

Ms. Stevens-Schwenger, with board approval, will forward the discussion information to Mark Long for consideration.

Mr. Chapman commented on the purpose of this board. He registered his concern that the board can not mandate or even recommend any of these models. He would like to identify areas in which the board can achieve its original goal to achieve consistency in regional building practices.

An unidentified building official commented that the tri-county building officials are meeting monthly to discuss issues, coordinate efforts, develop consistency and uniformity and to provide better services to the constituents.

## **VI NEW BUSINESS**

None

## **VII ANNOUNCEMENTS**

### **Code Forum Schedule**

#### **1- and 2-Family Structural**

January 15, 4-7 p.m.  
Local 290 Meeting Hall  
20210 SW Teton Ave.  
Tualatin, OR

#### **Plumbing**

January 23, 4-7 p.m.  
Sunnybrook Service Center  
Clackamas County - Auditorium  
9101 SE Sunnybrook Blvd.  
Clackamas, OR

#### **Electrical**

January 30, 4-7 p.m.  
PCC – Sylvania Campus - Room ST107  
Lower level – Sci. and Tech. Bldg.  
12000 SW 49<sup>th</sup> Ave.  
Portland, OR

#### **Mechanical**

February 12, 4-7 p.m.  
Multnomah Building  
Board Room 100  
501 SE Hawthorne  
Portland, OR

### **Board Meeting**

February 12, 2003

### **Committee Meetings**

#### **Public Outreach**

January 10, 2003  
Tri-County Service Center  
123 NE 3<sup>rd</sup> Ave., Suite 440  
Portland, OR

#### **Processes and Forms**

January 17, 2003  
Tri-County Service Center  
123 NE 3<sup>rd</sup> Ave., Suite 440  
Portland, OR

**Fee Methodology**

January - TBA

Ms. Stevens-Schwenger noted that John Wheeler is the first person to be certified through the Tri-County In-Training program. She also reported that the Tri-County Building Officials are contributing into a central fund to support the Permits Protect program.

**VIII ADJOURNMENT**

Chairman Dieter adjourned the meeting at 12:05 p.m.

Maureen Pointer  
Boards Coordinator/Recorder

*Exhibits:*

A. Legislative concepts