

# *Eastern Oregon Building Officials Association*

Quarterly Business Meeting Minutes  
March 22, 2024  
500 SW Dorian Ave, Pendleton, OR 97801

## **In Attendance:**

Dawn Kitzmiller, Baker City/County  
Glenn McIntire, Morrow/Gilliam County  
Kevin Roth, City of Umatilla  
Joe Fisher, City of LaGrande  
Katherine Denight, State of Oregon - (Umatilla/ Sherman/ Wheeler County)  
Warren Jackson, State of Oregon  
Wendy McKay, State of Oregon

Heaven Doherty, City of Pendleton  
Adele Schaffeld, Malheur County  
Kylee V. Ruby, Wasco County  
Rick Stauffer, Harney County

## **Call to Order:**

Meeting began at 8:19am, PST.

## **Approval of Meeting Minutes:**

Will approve minutes from 12/8/2023 QBM along with these minutes at next QBM.

## **Guest Speaker:**

N/A

## **New Business:**

Adele Schaffeld presented EOBO Update:

- Kylee set up a PO Box for EOBO in The Dalles (#384).
- EOBO has filed with the Oregon Secretary of State and obtained an EIN from the IRS.
- Kylee will submit filing to IRS for 501(c)(3) exemption status. Then we can set up our bank account.
- Adele and Kylee will submit to EOBO for reimbursement of filing expenses once dues begin coming in.
- Once EOBO is set up we will apply to ICC for our free day of training. Adele would like to set this up so that even non-members can attend, but EOBO may charge them.

Joe Fisher and Adele Schaffeld advised that Joe will be moving to Alaska this year. He will continue his involvement with ICC Region II, but will not stay involved with EOBO. Kylee will move up to EOBO Vice President position, and then Adele and Kylee will appoint a new Secretary/Treasurer.

Katherine Denight presented the OPTA Update:

- There will be OPTA training at their Spring Conference in Bend on May 1-3. They will be presenting about topics such as ePermitting, Commercial Tenant Improvements, and the PT Certification Test Prep Class.
- OPTA's Day of Service will be for Habitat for Humanity. They are selling shirts to raise money.
- OPTA is looking at November for their Annual Business Meeting. They are hoping to discuss topics such as Tiny Homes, Park Models, and ADU's. (The group kindly offered up Warren Jackson to present his slideshow from OBOA last year at the OPTA ABM, as it has been very helpful.)

Adele Schaffeld commended Katherine for her work on the Mechanical Checklist. The group agreed it is amazingly helpful to both our offices and Contractors.

Katherine's comments brought about a conversation on RV Parks, how they are becoming increasingly popular in all jurisdictions, and how they are challenging because people do not realize the extent of Building Codes' involvement in the process. They also prove challenging to Planning Departments.

Kevin Roth described the City of Umatilla's Pathway Project where they are trying to set up transitional housing for people to go from temporary 'pods' to tiny homes or apartments. He is also working on a HUGE RV Park project that has two more phases.

Adele Schaffeld presented the OBOA Update:

- BCD is working on Ready-Build Plans for ADU's.
- OBOA has upcoming education in April in Lebanon.
- OBOA is working on the ICC code updates. We can participate in the changes. Adele is reviewing 87 changes for the 2027 IBC. OBOA is partnering with WABO because they have dedicated staff for code change reviews.
- OBOA's Annual Business Meeting will be in Bend in July this year.
- OBOA was asked to add all Oregon Chapters' business meetings to their online calendar, but OBOA declined. OPTA may be willing to add these events to their calendar, so that more people will be made aware of them.
- Code of Honors Scholarships for the ICC Conference in Long Beach will be made available later this year (roughly 6 weeks prior to event).

Joe Fisher presented the ICC Region II Update:

- Region II meets once per month. Joe can get us meeting links upon request.
- Breck Cook will be representing Region II at the Leadership Academy this year.
- Region II will be sponsoring the WLCE meeting this year.
- Joe will continue to attend ICC ABM's and will be in Long Beach this year.

Wendy McKay presented the BCD Update:

- WENDY IS RETIRING! THIS IS HER LAST BCD MEETING!!
- BCD has kicked off the 2025 OSSC code development. This is based on the 2024 IBC/IFC. They are trying to get a jump on printing so we can hopefully get books on time.
- We can watch the code development meetings via Zoom.
- The 2023 ORSC is mandatory on April 1<sup>st</sup>. We have until September 30<sup>th</sup> to watch our code change videos and submit the self-certification form.
- BCD will not be using the YouTube platform for these videos going forward.
- A new Learning Management System will hopefully be up and running by the end of the year. It will be like ePermitting, but for training purposes. We will all have log-ins and be able to watch trainings, see our certifications, and pay for trainings online.
- There will be a meeting on Tuesday regarding updates to the SPI license to *include* the ability to inspect 2" water lines. After this meeting, BCD will make a recommendation to Board.
- SEI certification may also be revisited at some point.
- The Specialized Finals Inspector certification is being revived. This covers all disciplines for residential final inspections. We will know more about this class by the end of the year.
- BCD is building a recording studio. This is where they can record videos specific to topics and/or do hybrid class presentations.
- Warren Jackson and Wendy McKay advised that BCD is expanding the Mechanical Minor Labels Program. There will be a meeting about this on March 26<sup>th</sup>. The current MML software is outdated. The new

program will go live in July. A Rule change is required in order to release this program statewide. Currently it has been on test in a few jurisdictions. The scope of the new MML program is in OAR 918-440-0520.

- In the test jurisdictions, Contractors have the option to submit proof for inspections via photos or video. The video option will probably be eliminated, but the photos seem to be working well.

A question was posed that, if a Contractor submits photos with their MML, does that make them *more* likely to have more inspections chosen in the “random” system? The answer was NO. Contractors will not automatically be inspected, or have more chosen inspections, if they choose to submit photos. Warren Jackson has been assigning the inspections during this test period. He also said that participation levels have been fairly low so far for contractors in the test jurisdictions.

Adele Schaffeld advised that Malheur County had its first Minor Label EVER pulled this year. She also stated that we should be looking for these when we inspect furnace swap-outs. She has been working to train her Contractors on this, and to help them understand the Minor Label program. She said they are hesitant to buy the packets of labels, for fear they may not use them.

Dawn Kitzmiller stated that she believes the new Mechanical Minor Label program will be VERY detrimental to budgets – especially in smaller jurisdictions. Rick Stauffer agreed with this concern. The fear is that revenue from mechanical permits will virtually disappear, which can potentially be a large chunk of money that is gone every year. Dawn also expressed her concerns about not getting a chance to inspect mechanical installations, especially because there is NO special training or certifications for mechanical installers like there is for Plumbers and Electricians. She is very worried about the potential of something going wrong with uninspected units.

Warren Jackson encouraged everyone to submit any concerns they have regarding the new MML program as testimony at the upcoming public hearing. (Wendy McKay will forward the notice of the MML public hearing to everyone.)

Joe Fisher asked about inspection requirements for failing MML inspections. Warren Jackson stated that it will be the same as for the Plumbing and Electrical Minor Label programs. If one inspection fails, then another one of a Contractor’s labels is pulled for inspection. For multiple failures, a Contractor can potentially have to buy permits for ALL MML labels purchased, so that Building Departments can actually inspect their work.

Adele Schaffeld appreciated the detailed description of work that Contractors give on Minor Labels. She asked for help on training her Contractors to use the system.

Warren Jackson stated that a new ML tab will appear on the ePermitting app, and a new training video will be posted soon. BCD can also email packets of information to Contractors if jurisdictions want that. Jerod Broadfoot could also potentially offer some trainings.

Wendy McKay continued the BCD Update:

- Housing is still a huge topic for the Governor. (SB 1521)
- Mandates were put in place requiring BCD & DLCD to form the *Office of Housing Accountability* to focus on housing and Code issues.
- A new person has been brought on to help with the energy side of things. (Ann Gire)
- There is money in this bill for housing infrastructure.
- Specific direction has been given to BCD to update the Ready-Build Plans. They will be looking to hire a Contractor to help with this.

Dawn Kitzmiller and Adele Schaffeld asked if RBP's affect plan review fees? Per Katherine Denight and Warren Jackson, plan review fees are still collected because each home is still site-specific. The local AHJ can choose to waive them, but the consensus in the room was that most jurisdictions were still charging for RBP plan review.

Adele Schaffeld stated that Malheur County allows the pole building RBP's to be used without plan review, but that she may be revising this process if the plans become more complicated.

Warren Jackson advised that RBP's are meant more-so to save on SDC fees, not cut into Building Department revenue.

Adele Schaffeld presented the ICC Update:

- HPAC is on Governor's website.
- BOLI is looking into the limits of apprentices for both Plumbers and Electricians.
- The Governor wants OBOA's comments before signing her 51-page funding document. Both Joe and Adele commented that the Governor is finally realizing that Building Departments are NOT the barriers to affordable housing or development, which is very satisfying.
- Money will be set aside to help developers with rising SDC fees.
- The bill that would potentially allow a 2<sup>nd</sup> home on all Exclusive Farm Use ground will come back around this year. It needed some stipulations fixed before it could be passed.

An open discussion of topics followed the regularly-planned meeting agenda:

Dawn Kitzmiller is battling with Old Hickory Shed issues. She recently had an "Old Hickory Cabin" advertised for sale in Baker County. The engineering on the Old Hickory plans specifically states that they are NOT habitable structures. She continues to work with Old Hickory on issues such as this, and when their employees construct sheds on properties without proper licensing.

Adele Schaffeld is currently working with the Prison on a 30-cargo container "warehouse". Several other attendees agreed that cargo containers are becoming more popular in their jurisdictions. Katherine Denight stated that BCD was currently dealing with a 2-story cargo container "press box" at a high school that was not properly permitted or engineered.

Wendy McKay advised that EOBO will need to designate someone else to set up future meetings. We would like to extend a HUGE THANK YOU to Wendy for all of her help and hard work over the years! We will miss you!

Dawn Kitzmiller brought up a frustration that many jurisdictions have expressed about working with CCB. She stated that it, since the CCB expects Building Departments to check Contractor licensing and report unlicensed Contractors, why won't the CCB check to see if Contractors they are working with have pulled the proper permits and report them to Building Departments? More coordination from CCB would be very helpful and appreciated.

Adele Schaffeld stated that CCB does not even plan to fill the Eastern Oregon position. It was agreed around the room that as Building Departments, we should not have to be the Licensing Police.

Adele Schaffeld also extended a big THANK YOU to Joe Fisher. We will miss you and wish you well in your new adventure!! (Stay warm!)

Adele Schaffeld advised that she has applied to the ICC Code Change Committee. Her department is also moving out of Nyssa, and will be located in the County building next to Home Depot in Ontario. She is also excited that the County is updating their addressing system for the first time since 2014, and hopes this helps with her ePermitting price issues.

The question was posed asking if ALL of the attending jurisdictions REQUIRE permits to be pulled online? The answer was NO. Permits may be pulled either online or in person. It is the individuals choice.

**Old Business:**

Discussed in conjunction with New Business.

**Meeting adjourned at 10:17am.**