



People Helping People Build a Safer World™

# INTERNATIONAL CODE COUNCIL 2007 ANNUAL REPORT

International  
Code Council

International  
Code Council  
Evaluation Services

International  
Accreditation Services

International  
Code Council  
Foundation



Cover Photograph:  
ICC Headquarters, located in the LEED certified National Association of Realtors building in Washington, D.C.  
We thank National Association of Realtors for use of the photograph.



**INTERNATIONAL  
CODE COUNCIL®**

People Helping People Build a Safer World™

# **VISION:**

Protecting the health, safety, and welfare of people by creating better buildings and safer communities.

# **MISSION:**

Providing the highest quality codes, standards, products, and services for all concerned with the safety and performance of the built environment.

# President's Letter

Dear Code Council Members,

It has been an honor to serve you during the past year as President. When I began my term, I had four main goals for the Code Council: raise awareness about code officials' critical public safety role; become more active in the sustainable building movement; improve connections with and services for the membership; and create strategic partnerships with other industry groups.

While it may take some time for these initiatives to show results, I am proud so much meaningful progress has been made in just a few months.

As a code official myself, the greatest personal satisfaction has come from laying the groundwork for a long-term campaign to change the way building codes and building officials are viewed by the public. Too often, codes are seen as regulatory in nature, when in fact they are designed to protect the public.

During Building Safety Week, I convened the first meeting of industry associations to discuss ways to improve the public's perception of codes, and code officials. At the Raising the Profile Summit, we began to formulate a national strategy for educating citizens about the central role code officials play in making their everyday lives safer.

We need people to understand that it is our system of building safety and fire prevention codes – and the code officials who enforce codes – that has given the United States the safest buildings and strongest communities in the world. And this campaign will also help support passage of our most significant legislative proposal, a code administration grant program to enhance the operations of local building departments.

I am pleased too by the steps we have taken to provide for the general welfare by becoming involved in discussions related to Green or Sustainable construction while achieving important building safety objectives. Progress includes development of a National Green Building Standard for home building with the National Association of Home Builders, release of the Code Council's Policy on Green Building and Sustainable Communities, signing a Memorandum of Understanding with the U.S. Green Building Council and cosponsoring a Green Codes Summit with the American Institute of Architects. International Codes are not an impediment to sustainable construction practices. In fact, our codes will be vital to making green technology part of a comprehensive program of building safer, stronger and better.

As we look to the future, it is increasingly clear that the challenges – and opportunities – are bigger than any single organization or profession. To address them successfully, we will need the combined resources, shared purpose and coordinated action of everyone dedicated to building and fire safety.

Partnerships only make the Code Council better, and stronger. We must continue to expand relationships in ways large and small – from formal agreements with industry groups to reaching out to professional allies. Earlier this year, for example, the Code Council began donating complete sets of I-Codes to the more than 100 AIA-accredited schools of architecture.

Just as these external contacts and relationships are important I found that the personal contacts with the membership has also been critical to the growth and vitality of the Code Council. The Membership Services Committee, additional information on our web site about Board meetings, numerous chapter visits by Board members and the fireside chats were all necessary to better communicate with the membership. These venues have allowed the Code Council to better meet your challenges.

These personal connections matter, as I found out by the enthusiastic response to our chapter visits and the fireside chats. Talking with you about "your" Code Council showed yet again that the passion and commitment of members is undiminished. I have no doubt that together, we will hasten the day when the name International Code Council is synonymous with public safety.



A handwritten signature in dark ink that reads "Wally Bailey".

**Wally Bailey**  
President  
International Code Council

# Chief Executive Officer's Letter

Dear Code Council Members,

When the International Code Council was born in 1994, its primary focus was on developing and promoting a single set of coordinated codes – without regional limitations but with enough flexibility to address local needs. Today I am pleased to say we have delivered on that promise, as our International Codes are now used as the foundation for building safety in all 50 states and Washington, D.C., at the state or local level.

I-Codes, developed and approved by our voting members, are the national standard. They provide basic safeguards for people at home, school and in the workplace. They reduce public risk, lessen building costs, enhance community and economic development, and minimize disruption to critical government and private-sector services.

Just as important, they make good business sense. Research tells us that for every dollar spent building safer and stronger, four to seven dollars are saved in recovery costs.

It is incredible to think that as a not-for-profit membership association with no formal government support, the Code Council has been able to create a network of building codes for the entire country. Members should be especially proud of this accomplishment, as it stands as a powerful testament to your role in fulfilling our core public safety mission.

But our work at home is far from done. In the years ahead, the Code Council will maintain its technical leadership in places that already use I-Codes and will continue to offer innovative training, education and certification programs to support members' ongoing professional development.

Yet our vision for the future must also allow us to grow. What we have done in the United States to make people safer reinforces how much more we could be doing around the world. To be a truly world-class, public safety organization, we need to take the lessons we have learned and the technical experience we have gained and turn these into global standards.

We must do this because it is the right thing to do. Collectively, we have the power to lessen human suffering and fundamentally improve the lives of millions of people. Our success gives us an opportunity – and an obligation – to accept this new challenge.

It is only by taking risks and continually pushing ourselves that we can determine the limits of what is possible. The mere chance that we can achieve for the world what we have achieved at home makes it a risk worth taking. Ultimately, all of our accomplishments and successes mean we can offer even more value to your membership.

In the year since I became Chief Executive Officer, I have been constantly impressed by the passion and talent of Code Council members and staff, and by the Board's unyielding commitment to public safety. It has been an honor to work with each and every one of you. I have no doubt we can do better what we are already doing well.



A handwritten signature in black ink that reads "Richard P. Weiland". The signature is fluid and cursive, written over a white background.

**Richard P. Weiland**  
Chief Executive Officer  
International Code Council

# Chief Operating Officer's Letter

Dear Code Council Members,

By every standard, the International Code Council is stronger today than ever before. Membership is growing, new chapters are forming, industry participation is increasing and financially the association is on solid ground. Most importantly, member/customer needs are being met with an impressive array of products and services.

In the four short years since the three legacy organizations came together as one, we have experienced rapid growth – and even more rapid improvement. Thanks to a dedicated Board, talented employees, the support of partners and stakeholders, and the tireless commitment of members, the Code Council has grown in ways that allows us to better support our public safety mission.

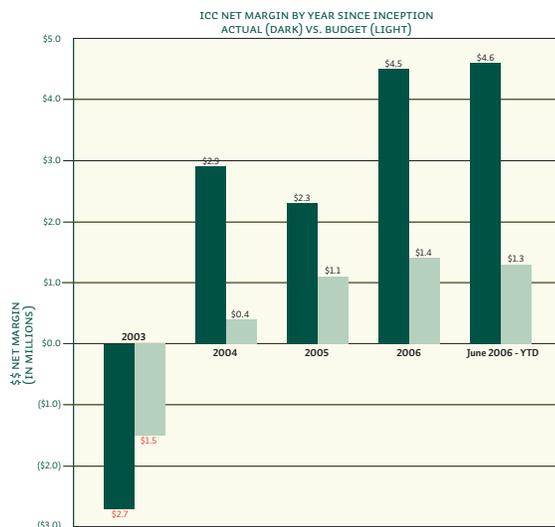
As we keep pushing to make our association more relevant in a changing world, we must always stay focused on delivering unsurpassed quality and value to our members and customers. To that end, we introduced a number of important initiatives in 2007 that will help us achieve continued progress in the coming years. These include:

- A major branding effort designed to shape how people understand who we are, what we do and how critical our work is to improving public safety. One responsibility we all share is communicating a unified and consistent message about the Code Council's mission.
- An assessment by industry experts of the organization's structure and physical facilities, designed to determine if we are positioned to serve our members needs in the future. They will identify areas where we can take further advantage of our capabilities and strengths, while also prioritizing future investments in our facilities. The study will result in a 10-year capital improvement plan.
- An IT assessment to improve the operation of the organization's automated systems and infrastructures. This also involves implementation of a new system to improve member care and access to products and services. A key element of this project will include a major reengineering of the Code Council's web site.
- An assessment of the Code Council's internal financial environment intended to strengthen our financial controls and provide greater, timelier visibility to financial information. While the Code Council is not covered by Sarbanes-Oxley, it is our goal to comply with the spirit of the legislation to protect the association's assets.

As you can see, we remain fully committed to achieving organizational excellence. Even though we are already doing many things well, we will continue looking for ways to do them better. Like any successful business, we must first ensure our financial stability and long-term health in order to fulfill our mission. At the Code Council, helping our members build stronger, safer and more sustainable communities is the only true measure of success.



*Dom Sims*  
**Dominic Sims**  
Chief Operating Officer  
International Code Council





## Office of the General Counsel

Dear Code Council Members,

The Office of the General Counsel (OGC) acts to protect the International Code Council and its subsidiaries against legal risk by anticipating and advising management on pertinent operational issues. The office strives to ensure that the organization is operating within the confines of legal requirements in all areas. The OGC acts as a special advisor to the Chief Executive Officer and senior management on a broad array of legal matters including contracts, labor and employment law, intellectual property, compliance with local, state and federal requirements and litigation. The OGC also supervises and coordinates the activities of outside legal counsel.



*David L. deCourcy*

**David deCourcy**  
General Counsel & Senior Advisor to the CEO  
International Code Council

# Code Council Board of Directors

## Officers



**President**  
**WALLY BAILEY, C.B.O.**  
 Director, Development and Construction  
 City of Fort Smith  
 Fort Smith, AR  
**Committee Appointment**  
 - Budget (Chair)  
 - Governance Review (Chair)



**Secretary/Treasurer**  
**ADOLF A. ZUBIA**  
 Fire Chief  
 City of Las Cruces  
 Las Cruces, NM  
**Committee Appointment**  
 - Audit (Chair)  
 - Budget  
 - IAC/ES Ad Hoc Review  
 - Labor/Management  
 - Task Force on Hearings



**Vice President**  
**STEVEN I. SHAPIRO, C.B.O.**  
 Director of Codes Compliance  
 Department of Codes Compliance  
**Committee Appointment**  
 - Appeals (Chair)  
 - Budget  
 - Honorary Member  
 - Membership Services and  
 Needs Ad Hoc (Chair)



**Immediate Past President**  
**HENRY L. GREEN**  
 Executive Director  
 Bureau of Construction Codes & Fire Safety  
 Department of Labor and Economic Growth  
 Lansing, MI  
**Committee Appointment**  
 - Awards  
 - Budget  
 - Code Council/AIA Ad Hoc  
 - Nomination (Chair)

## Directors



**GREGORI S. ANDERSON, C.B.O.**  
**Director of Building Safety and  
 Regulatory Services**  
 Chatham County  
 Department of Building Safety and  
 Regulatory Services  
 Chatham County  
 Savannah, GA  
**Committee Appointment**  
 - Audit  
 - Chapters & Region  
 - Disaster Response  
 - Code Council/AIA Ad Hoc (Chair)



**JAMES L. BROTHERS**  
**Building Director**  
 City of Decatur  
 Decatur, AL  
**Committee Appointment**  
 - Awards  
 - Chapters & Regions  
 - IAC/ES Ad Hoc Review  
 - IAS (Liaison)  
 - Task Force on Hearings



**EDWIN M. BERKEL, C.F.I.**  
**Fire Marshal**  
 Mehlville Fire Protection District  
 St. Louis, MO  
**Committee Appointment**  
 - Audit  
 - Awards  
 - Bylaws (Chair)  
 - Task Force on Hearings



**TERRENCE L. COBB, C.B.O.**  
**Director, Dept. of Codes and Building  
 Safety**  
 Metro Gov't of Nashville & Davidson Co.  
 Nashville, TN  
**Committee Appointment**  
 - Board Protocol Ad Hoc  
 - Budget  
 - Governance Review  
 - Honorary Member (Chair)



# Code Council Board of Directors continued



**JOHN DARNALL, C.B.O.**  
**Assistant Director of Development Services**  
 City of Tumwater  
 Tumwater, WA  
**Committee Appointment**  
 - Awards (Chair)  
 - Chapters & Regions  
 - Membership Services and Needs Ad Hoc



**JOHN T. LATORRA**  
**Building & Inspection Manager**  
 City of Redwood City  
 Redwood City, CA  
**Committee Appointment**  
 - Board Protocol Ad Hoc  
 - Bylaws  
 - Federal Advisory (Liaison)  
 - Task Force on Hearings (Chair)



**WILLIAM D. DUPLER**  
**Building Official**  
 County of Chesterfield  
 Chesterfield, VA  
**Committee Appointment**  
 - Chapters & Regions  
 - Disaster Response  
 - Resolution (Chair)  
 - Task Force on Hearings



**RONALD L. LYNN**  
**Building Official**  
 Clark County  
 Las Vegas, NV  
**Committee Appointment**  
 - BIPS (Liaison/V. Chair)  
 - Board Protocol Ad Hoc  
 - Budget  
 - Major Jurisdictions (Chair)



**GERALD D. GEORGE, C.B.O.**  
**Chief Building Official**  
 City of Golden  
 Golden, CO  
**Committee Appointment**  
 - Audit  
 - Budget  
 - Steering Committee on Councils (Liaison)  
 - Task Force on Hearings



**DOUG MURDOCK, C.B.O.**  
**Director of Building Inspections**  
 Gainesville, FL  
**Committee Appointment**  
 - BIPS (Chair)  
 - Bylaws  
 - Disaster Response  
 - Membership Services and Needs Ad Hoc



**GREG JOHNSON**  
**Building Inspector**  
 City of Saint Paul  
 Saint Paul, MN  
**Committee Appointment**  
 - Board Protocol Ad Hoc (Chair)  
 - Chapters & Regions (Chair)  
 - Labor/Management  
 - Membership Services and Needs Ad Hoc



**RONALD E. PIESTER, A.I.A.**  
**Director**  
 New York State Department of State  
 Division of Code Enforcement and Administration  
 Albany, NY  
**Committee Appointment**  
 - Education (Chair)  
 - Code Council/AIA Ad Hoc  
 - IES (Liaison)



**BARBARA L. KOFFRON**  
**Fire Marshal**  
 Phoenix Fire Department  
 Phoenix, AZ  
**Committee Appointment**  
 - Disaster Response  
 - Honorary Member  
 - International Code Council Foundation (Liaison)  
 - Resolution  
 - Task Force on Hearings



**JAMES T. RYAN, C.B.O.**  
**Codes Administrator**  
 City of Overland Park  
 Overland Park, KS  
**Committee Appointment**  
 - Audit  
 - Board Protocol Ad Hoc  
 - Budget  
 - Disaster Response (Chair)

# 2007 Treasurer's Report

By Adolf Zubia, Secretary/Treasurer

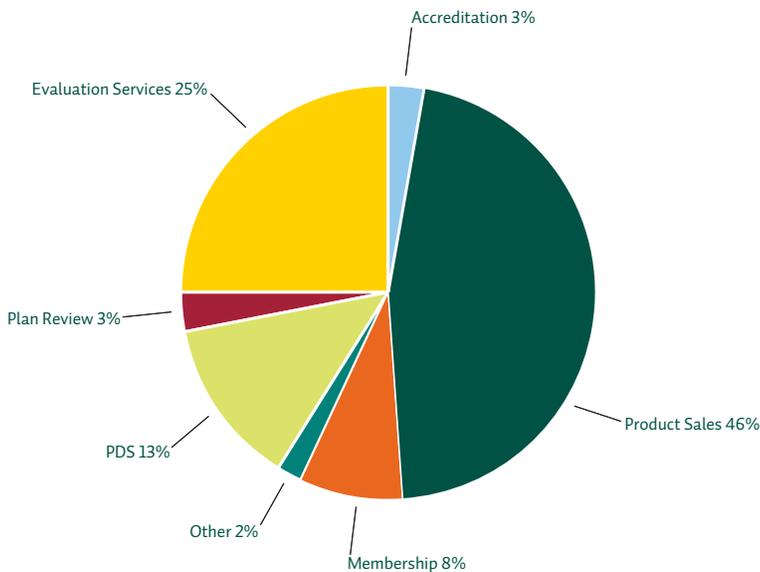
## Code Council Treasurer's Report (pertaining to 2006 fiscal year)

As Secretary/Treasurer of the International Code Council, it is my privilege to report to the members on the financial status of the organization. A breakout year for the Code Council, 2006 saw a net asset growth of \$4.5 million. Over the last three years, net assets have grown as a result of successful operations by almost \$9.7 million. As in 2005, a major objective for 2006 was to increase our cash balance to a level where we have a "contingency buffer" to provide us with funds that we can draw from in the event of an economic or cyclical downturn. We have managed our cash over the past year to increase our cash balance by \$3.6 million. Adding this to last year's cash growth total, we have strengthened our cash position by \$7.7 million over the past two years. We feel it is prudent to further strengthen our cash position so we can continue investment in membership-enhancing opportunities. We made excellent progress in this regard during 2006 and continue to do so in 2007.

As our business has grown, accounts receivable and inventory have grown proportionately. Active management of these asset categories has minimized cash tied up in these assets. As a percentage, inventory and receivables total only 15.7% of total revenue for the second consecutive year. Total revenue of \$63 million dollars represents a 12.5% increase over 2005 while operating expenses were up only 8.9% to \$58.6 million. This reflects the continued investment the Code Council has been putting into employees and infrastructure to support continued growth in member services, code adoptions, code development activity and product sales.

A graphical breakout of 2006 revenue by category and excerpts from the audited financial statements of the Code Council for the years ending December 31, 2006, and December 31, 2005 follow:

ANALYSIS OF 2006 REVENUE BY CATEGORY



**Adolf Zubia**  
Secretary/Treasurer  
International Code Council



## Statement of Financial Position

<u>\$'000's</u>	<u>2006</u>	<u>2005</u>
<b>Assets</b>		
Cash and cash equivalents	11,796	8,171
Inventory, accounts receivable, and other assets	10,289	8,782
Prepaid expenses	517	113
Property and equipment	10,864	10,697
<b>Total assets</b>	<b>33,466</b>	<b>27,763</b>
<b>Liabilities and net assets</b>		
Accounts payable and other liabilities	7,447	6,662
Customer deposits	3,685	2,929
Line of credit	0	300
Total liabilities	11,132	9,891
Total net assets	22,334	17,871
<b>Total liabilities and net assets</b>	<b>33,466</b>	<b>27,763</b>

## Statement of Activities

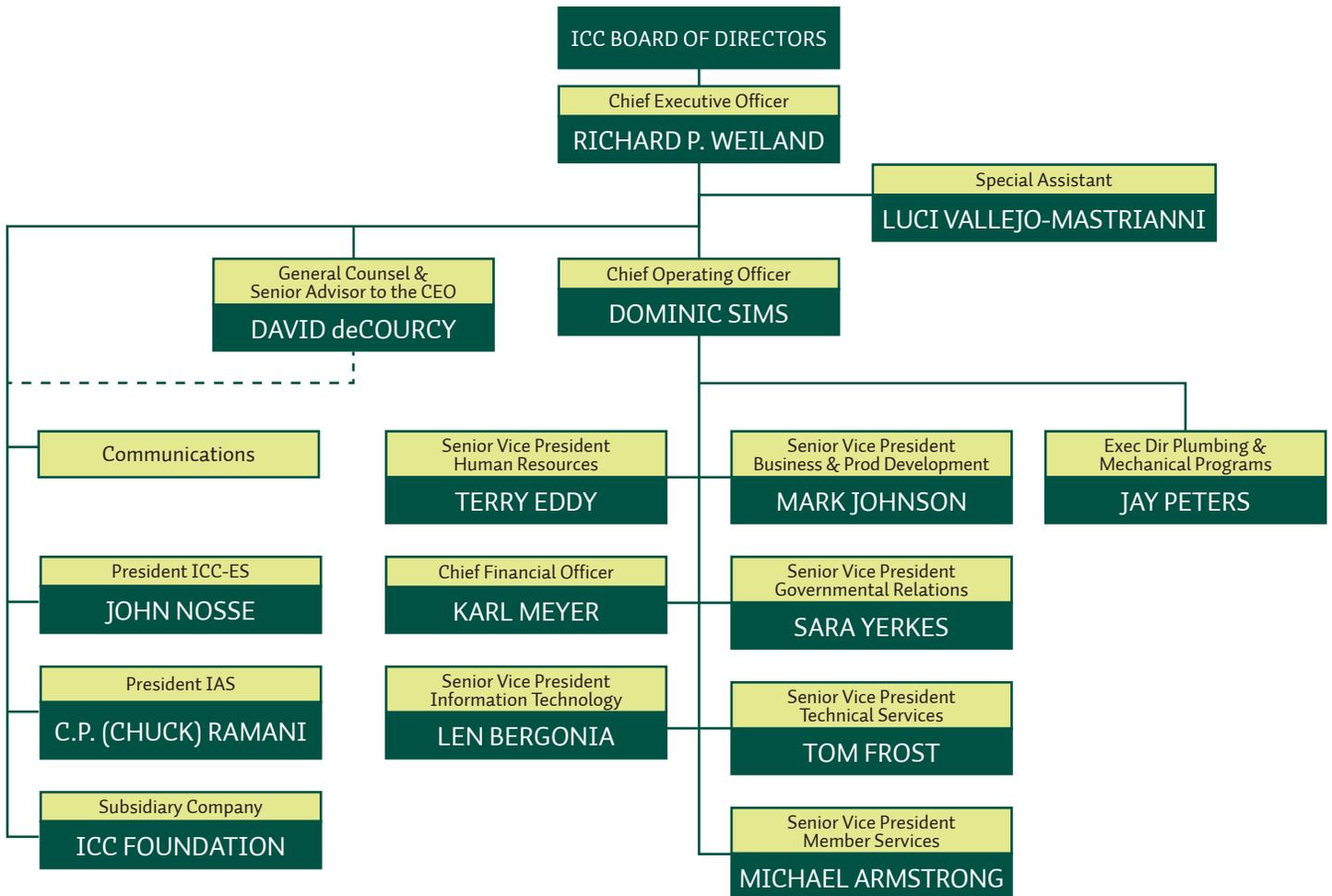
<b>Revenue</b>		
Program services	32,640	32,121
Publications	29,162	22,682
Other	1,227	1,240
<b>Total Revenue</b>	<b>63,029</b>	<b>56,043</b>
<b>Expenses</b>	58,566	53,759
Change in net assets	4,463	2,284
Prior period adjustment	0	0
Net assets as of beginning of year	17,871	15,587
<b>Net assets as of end of year</b>	<b>22,334</b>	<b>17,871</b>

## Statement of Cash Flows

Cash flows from operating activities	4,994	4,502
Cash flows from investing activities	(1,069)	(415)
Cash flows from financing activities	(300)	0
Net change in cash and cash equivalents	3,625	4,087
Cash and cash equivalents as of beginning of year	8,171	4,084
<b>Cash and cash equivalents as of end of year</b>	<b>11,796</b>	<b>8,171</b>



# International Code Council Organizational Chart



# Code Council Program Profiles and Highlights

## Member Services Program

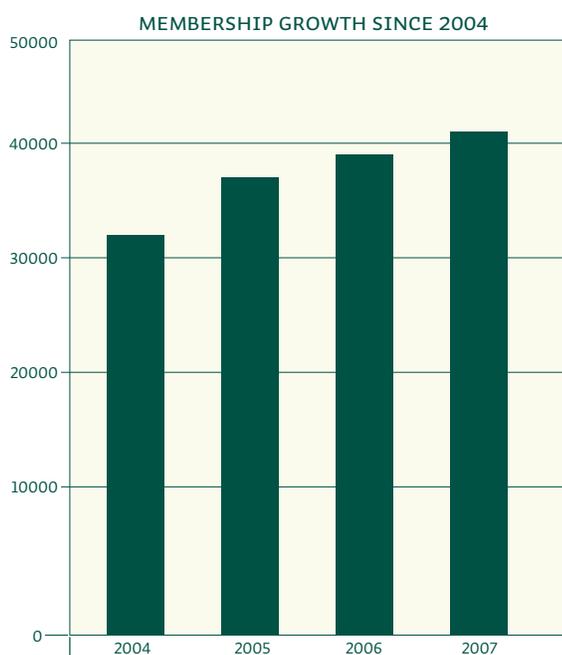
The **Member Services Program** consists of five Departments: *Membership Support, Certification and Testing, Training and Education, Program Development, and Meeting and Travel Services*. Each of these Departments has evolved to meet the rapidly escalating needs of the Code Council's membership, partners, and beneficiaries.

The **Membership Support Department** includes the member services and Customer Care Center areas. Our dedicated team is available in the three Code Council district offices as well as our Headquarters in Washington, D.C. The member services employees assist new members as they join the organization. This team is often the member's first exposure to the Code Council's stellar customer service, and we strive to make the experience a positive one. The Customer Care Center is a group of eight operators trained to answer most questions concerning the organization. Their goal is to ensure that callers reach a helpful, knowledgeable person as soon as possible and that callers are transferred to other departments only when necessary. Hold times and numbers of transfers have been reduced significantly since the Care Center came on line in December 2006. The Center handled an average of 12,151 calls per month.

Membership growth has been encouraging. As of June 2007, the Code Council had 43,506 members, an 8 percent increase over June 2006 and a 29 percent increase since our low point of 33,767 in May 2004. Growth in Governmental and Corporate membership has been particularly strong.

Another exciting initiative this year centers on the Board of Directors' creation of a Membership Ad Hoc Committee. The committee has been tasked with gathering and analyzing member feedback in order to make recommendations to the Board regarding improved benefits. Members wishing to contribute feedback to this project may email [memfeedback@iccsafe.org](mailto:memfeedback@iccsafe.org).

The **Certification and Testing Department** implemented important changes this year in the spirit of improving service to members and client organizations, increasing product quality, and unifying processes to gain greater efficiencies. As such, we are now a testing engine capable of taking on virtually any new testing requests and challenges regardless of what the exam is measuring. State-of-the-art computer systems for the development and administration of examinations have centralized an extensive exam item bank, with the quality of our exams monitored carefully by our staff editor based on a thorough exam style guide and process manual. These changes contributed to a successful January launch of more than 60 exam categories updated to the 2006 I-Codes. Exams continue to be available in regularly scheduled paper-and-pencil formats and available through computer-based testing daily throughout the year and around the world.



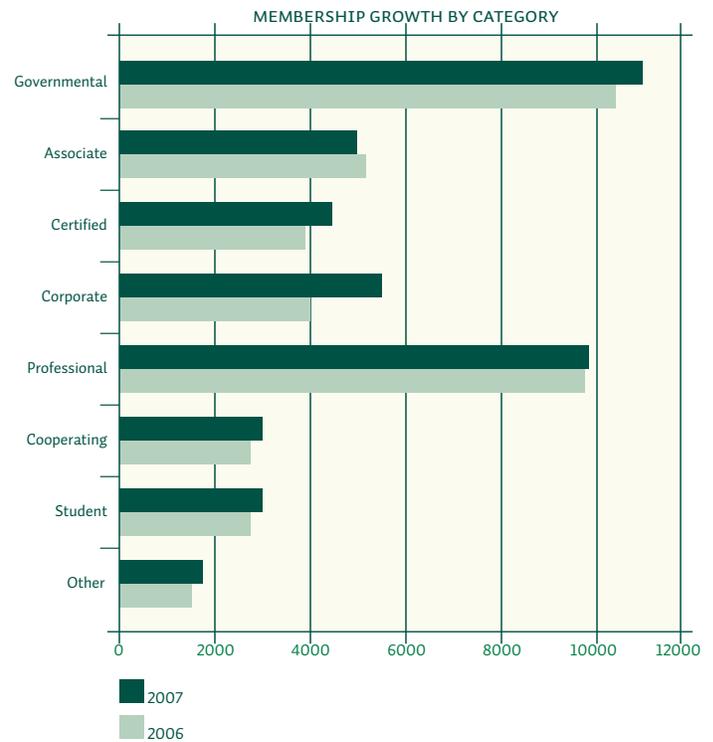
The Test Development team worked diligently on new Certification exam categories including the Soils & Grading Exam, updating California and CREIA Certifications to 2007 California Codes, and development of a new Florida Roofing Inspector Certification. In addition, the Underground Storage Tank (UST) program is expanding with increasing demand throughout the United States. New contractor exams were developed for Illinois, New York State, Pennsylvania, and beyond. In total, the Test Development team held over 50 exam development meetings in 2007 working toward creating and improving exams. The Code Council's international certification services looks forward to expanding through new certifications in Canada, Latin America, the Caribbean, and the Middle East. By year end, Certification and Testing will have effectively integrated and documented these many process improvements, improved the quality of our exams, and better served our members and client organizations while administering over 50,000 exams.

The International Code Council's **Training and Education Department** provides a progressive curriculum in response to the needs of our members and customers. The Code Council fosters career development, promotes job satisfaction and facilitates professional advancement. Our exceptional training features a robust, standardized curriculum as well as custom curriculum services in support of amended codes. The Code Council continues to offer training through a variety of delivery systems. In 2007, we will see 55,000 participants in 1,300 classroom seminars, 7,500 online courses, nine Institutes, the Academic Degree program and several Telephone Seminars. New this year will be a live interactive webinar on the structural provisions of the 2006 I-Codes.



The following is an overview and update on each of our training formats:

- Technical Curriculum and Seminar Delivery** – Currently, the classroom offers more than 40 titles based on the 2006 I-Codes and more than 60 titles based on the 2003 editions of the codes. Custom curriculum services are also available. New instructors have been added to the roster, as the Code Council seeks to recruit instructors who offer a national reputation of excellence in code instruction.
- Online Training** – ICCcampus.org offers 84 courses made available anytime and anywhere. Two live-streaming webinars are also offered.
- Institutes** – These sought-after events, which are three- to five-days long, bring individuals together to learn about issues of major importance, to explore current and emerging trends with like-minded professionals, and to learn current techniques and strategies. The networking opportunity is an important feature of the Institutes. New this year are the *Permit Technician* and *When Disaster Strikes Institutes*.
- Annual Conference Education Program** – A program of 32 sessions will be delivered at the 2007 Annual Conference, including 10 full-day programs. The program has been organized into several tracks designed to support each code profession.
- Transition Training** – Transition training has been a significant focus in 2007. The Code Council is committed to ensuring that those who adopt the codes have all the training resources necessary. New curriculum was delivered for transition from the Uniform Building, Fire, Plumbing and Mechanical codes.
- Event Management** – Event Management services have continued to support the AMBO Institute (Minnesota), Ohio Code Academy, and EduCode (Southern Nevada Chapter) events. Both AMBO and EduCode attribute their strong growth to partnerships with the Code Council. New this year has been support of the Summer Code (SNICC/CALBO) event.
- CEU Services** – The Code Council submitted applications for CEU recognition to 31 states and agencies, up from 27 in 2006. Added to our long-standing CEU relationships was recognition of our courses by the Georgia Fire Fighter Standards and Training Council, the Idaho Division of Building Safety, and the American Society of Home Inspectors.
- Academic Relationships** – The relationship with Red Rocks Community College continued to provide a program of Internet study towards completion of a degree.
- Education Provider Partner Program** – The Education Provider Program continues to grow in support of the goal of partnering with the very best in code enforcement training.



Established in March of 2007, the **Program Development Department's** primary responsibility is to develop, coordinate, and act as a clearinghouse for sales and marketing of the Code Council's Member Services Departments (Membership Support, Certification and Testing, Training and Education, Meeting and Travel). The Program Development Department consists of employees charged with developing and integrating markets by presenting a compelling and uniform collection of Code Council member services. Program Development employees also provide specialized integrated staff support to various other corporate departments including Government Relations and multidisciplinary teams (e.g., Marketing, Training and Exhibit Services) for responding to requests for various projects and programs from Code Council clients, members and outside interests.

# Code Council Program Profiles and Highlights

## Member Services Program *continued*

Recent successes and areas of focused efforts have included:

- **Certification and Testing** - Facilitated agreements with the Alliance of Canadian Building Officials (ACBOA), the Building Officials Association of British Columbia (BOABC) to use its Code Council developed exam items throughout Canada and with jurisdictions in New York, Illinois, Idaho and Indiana for electrical and plumbing contractor testing services. Also facilitated a letter of intent to work with National Association of Fire Equipment Distributors (NAFED) on three fire protection certifications.
- **Training and Education** – Efforts focused on agreements with the State of Louisiana, bundled training services with Certification and Testing and Membership specifically for the California adoption of the I-Codes, and developing and responding to proposals and inquiries from the State of Florida.
- **Government Relations (GR)** – Specific focus areas including Fire Inspector I certification for individual departments as they transition to the new 2006 International Fire Code, contract procurement with the state of Utah for contractor testing and state of Iowa's new law requiring certification and licensing of Underground Storage Tanks installers and inspectors. We have also been working with GR staff on securing a contract with the NAFED and the Fire Equipment Manufacturers' Association (FEMA).

Program Development also oversees Exhibit Services. Exhibit Services coordinates more than 100 International Code Council booths annually at trade shows that play an important role in the association's outreach efforts. Exhibit Services increased the Codes Council's exposure at larger national events this year with a new display and sponsorship of various events. Exhibit Services also produces and manages the Expo portion of the International Code Council Annual Conference, which had a record year at the 2006 conference held in Orlando, FL.

**Meeting and Travel Services (MTS)** provides meeting planning and travel coordination services to all of the organization's internal and external clients. The Meeting and Travel Services Department has a dedicated team that strives to produce outstanding meeting management for all Code Council needs. Focused on customer service, MTS ensures that the travel and meeting requirements of the Board of Directors, committees and staff are met.

At the 2006 Annual Conference in Orlando, Florida, the MTS conference team developed the program and coordinated the establishment of the first online registration system making it simpler for members. The MTS team continues to work with the Technical Services Department and other staff to enhance such activities as codes hearings through the use of electronic voting and streamlined event registration.

The 2007 Annual Conference includes an expanded Expo, a renewed emphasis on hospitality, streamlined plenary events, and new approaches to education and training. Through coordination with the new Program Development Department and the Exhibit Services Team, MTS will raise its profile as an organization-wide resource for a variety of event support needs.

Looking to the future, MTS has aggressively worked to secure sites for the 2008 Codes Forum, the 2008 Annual Conference, and has begun research for the 2009 through 2011 Annual Conference, with a focus on maximizing space availability and anticipating continued growth.

## Outlook

With the re-alignment of several departments and one new department into a new division, new opportunities exist to leverage our talent and our relationships. A premium has been placed on creating an organization that is highly functional and thus better equipped to grasp our Vision and pursue our Mission. A continued effort to listen to our internal and external stakeholders as one family of customers will allow us to anticipate and provide for the challenges ahead. New partnerships and renewed relationships will keep our outlook fresh, valuable and relevant as the Code Council's work continues to evolve and grow.



**Michael J. Armstrong**  
Senior Vice President



## Technical Services Program

**Technical Services** consists of *Code and Standards Development* and *Architectural and Engineering Services*. The Technical Services professional staff is responsible for the development, maintenance and support of the 13 International Codes and corresponding *Code Commentaries*, the development of new codes as directed by the Board, as well as related technical support services, i.e., code opinions, committee interpretations, plan reviews, technical consulting, building department audits, and contracts with federal, state and local governments. Our highly skilled team is dedicated to providing timely information of exceptional quality to all members and other users of the codes.

The end of the 2006/2007 code change cycle is upon us. The 2007/2008 cycle began with the submittal of code change proposals by August 20. Administering the code change cycle in exact compliance with Code Development Procedures in support of 13 individual codes is an ambitious undertaking. All publishing deadlines must be met while processing a record number of proposed code changes and public comments. Approximately 2,300 code change proposals were processed during the last cycle. The current cycle concluded with the publication of the 2007 supplement to the International Codes. New to this cycle was the advance posting of the 2007 Supplement on the ICC web site in order to allow more time to review previous final actions and prepare and submit code change proposals for the 2007/2008 cycle. Even more proposed changes are expected during the next cycle because it will be the last chance to impact the 2009 codes.

Our team also provides staff support to the code development committees, numerous code and standards committees, and supports the activities of the four councils. The Code Technology Committee (CTC) has met twice this year along with the various study groups on a variety of topics, and has scheduled meetings into December 2007. They have teamed with the Terrorism Resistant Building Committee (TRB), to focus on responding to the NIST World Trade Center (WTC) report. The TRB submitted 14 code changes based on the NIST WTC report and the CTC submitted five code changes, followed by public comments for consideration at the Final Action Hearings.

Standards Development continues to be very active, having most recently completed the Log Standard and having begun the NAHB/ICC Green Building Standard. The following Code Council standards are either under development or being maintained through the ANSI process as directed by the International Code Council Board of Directors: the Bleacher Standard, the Log Standard, the Storm Shelter Standard, the Hurricane-Resistant Construction Standard, the Manufactured Housing Standard, the NAHB/ICC Green Building Standard and the ICC/ANSI A117 Standard.

The Code Council's technical support is one of the most sought after services the Code Council provides to our members. Our exceptional technical employees provide technical advice, code opinions (verbal or written) and committee interpretations to our members at no charge beyond their membership fee. Members can speak with experts in any of our offices by merely dialing our toll-free number. Members can easily take advantage of this exceptional benefit (and do quite frequently), averaging well over 200 calls per day and with total inquiries reaching approximately 60,000 per year.

The Code Council also provides on-demand plan review services to both members and nonmembers aid jurisdictions in the timely examination of construction documents submitted with a building permit application. We complete approximately 2,000 plan reviews per year and are working closely with our Marketing Department to increase demand for our outstanding services. This is essential, given the highly competitive market for these services. In addition to plan reviews, we also offer fee-based technical consulting for the evaluation of specific code topics as applied to a specific project or circumstances.

The Technical Services team provides services to federal, state and local governments. This work is performed under contract to accomplish the common goals of the International Code Council and the contracting agency. We have completed the HUD Fair Housing Initiative Grant and continue to work with FEMA under a grant to develop the Storm Shelter Standard (nearing completion) and the DOE Hydrogen Technology Acceptance Grant. The contract area is also providing assistance to the Foundation and to our International activities.

## Outlook

The timely publication of the I-Codes continues to be our primary objective. Our next target will be looking at the 2009 codes to facilitate on-going improvement in the timeliness of commentary production. Our continuing focus will be on providing our customers with exceptional quality and personal attention in each service we deliver.



**Tom Frost, A.I.A.**  
Senior Vice President



# Code Council Program Profiles and Highlights

## Business and Product Development Program

This year marks the three-year anniversary of the release of *Blueprint to the Future*, the International Code Council's long-term strategic plan that set the course for our future direction. I am pleased to report that we are ahead of schedule in delivering a record number of new publications and services to our customers. The first half of 2007 has been the best on record in terms of new product releases and sales. Also, the demand for licensing of Code Council content has continued to skyrocket and we have been able to meet that demand through innovative licensing agreements. In January of this year, the *Publishing and Multimedia* and *International Services Divisions* were integrated into our program. The resulting synergies from this combination should further enhance the level of service and support we offer our customers.

During the last year, **Product Development** released 25 new support products and updated more than 30 existing products to current codes. New offerings included the three-volume *Building Code Illustrated* series, a collaborative effort with John Wiley & Sons, and the four-color series entitled *Guides to Wood Construction in High Wind Areas for One- and Two-Family Dwellings* published in collaboration with the American Forest & Paper Association. Strengthening our support services to the Fire and Plumbing codes, the Code Council released two additions to its popular four-color Significant Changes Series, *Significant Changes to the IFC* and *Significant Changes to the IPC, IMC and IFGC*. Rounding out our support services for these market segments, the Code Council released a new *Fire Code Study Companion* and a completely revamped *Plumbing Code Study Companion*.

During the year the Code Council also made headway working with Standard Developing Organizations to create affordable packages or compendiums of standards referenced in the I-Codes. During the first quarter of 2007, the Code Council, in cooperation with NSF, released an affordable CD-ROM product containing all NSF Standards adopted by reference in the I-Codes. This new offering now rounds out the Code Council's Standards Compendiums, which also include collections from ASTM, AWWA, UL, and others.

Second-quarter revenue continued its strong momentum, updating the classic publication *Building Department Administration* as well as releasing a revised, four-color *2006 IBC Handbook: Fire- and Life-Safety Provisions*. Also, in 2007 we have continued to be very responsive in meeting the demands of state and local jurisdictions for updating their custom codes in a timely manner, and through cooperative efforts, have also been able to expand on our custom support services, producing a series of custom *Code Commentaries* for North Carolina.

The Code Council has also continued to build on its strong partnerships. In publishing, the Code Council is moving forward with agreements with McGraw-Hill, Delmar, Kaplan, and John Wiley & Sons to further efforts to provide support publications and training resources to engineers, architects, contractors, and students. Working closely with industry association partners such as the American Plywood Association (APA), Masonry Institute of America (MIA), the Society of Fire Protection Engineers (SFPE) and others, the Code Council has been able to release more than 10 jointly sponsored publications.

Strong working relationships continued with the Federal Emergency Management Agency and the National Institute of Building Sciences and collaboration on new support materials that will provide builders and building owners with a better understanding of the seismic provisions of the I-Codes. In addition, the Code Council has continued its long association with the Structural Engineers Association of California (SEAC), which has resulted in the update and release of volumes 2 and 3 of the popular *Structural Seismic Design* series.

The SMARTcodes project team, led by Dave Conover, is also well on its way to achieving the goal of making instant code checking possible in the United States. Current technical objectives include presenting code content and an associated rule set for the 2006 I-Codes in a format that model checking software engines can use to instantly assess a building design as represented by a Building Information Model (BIM) for code compliance; developing a brand for SMARTcodes that is readily recognized as a sub-brand of the Code Council; and promoting the application and use of SMARTcodes by federal, state and local agencies in verifying code compliance and by others in the building industry to address their code compliance needs. To date the Code Council has created a robust project plan to direct these efforts and established a task group of federal, state and local officials to guide the project. We have developed a unique process, protocol and software to make codes, standards, regulations and other criteria "smart" and implemented an aggressive communications effort including SMARTcodes presentations given at many national and regional conferences and articles featured in several national industry publications. We have also provided a successful enhanced online demo of instant code checking using BIMs for selected real buildings, as well as a manual code search for the 2006 IECC. Our team has made significant progress toward achieving our goals this year thanks to the support and investment of our organization and its members.



The **Publishing and Multimedia Division** is comprised of three functional areas—Publications (editorial and prepress), Electronic Media (videos, mCodes, eCodes, and online subscription services) and Printing Services.

**Publications** production teams successfully joined forces with employees from almost every department in the Code Council as more and more states and jurisdictions sought out custom codes and support materials. The most ambitious project over the last year was the production and publication of the 2007 California Codes. Working closely with Government Relations, this project required intense monitoring, scheduling, and coordination with the state of California to produce Parts 1, 2, 6, 7, 8, 9 and 12 of the California Title 24 series within a 90-day production schedule. In addition to this series, custom code editions were created for Florida, Massachusetts, Minnesota, New Jersey, New York, North Carolina, Ohio, and Oregon and for various cities. From September 2006 to May 2007, approximately 990 unique book titles and support materials were printed. Ten percent of the total print jobs in 2006 were first printings, and 30 percent of these first printings were custom codes. Working with Code Development, the 2006 Commentary series was completed, along with the 2007 Bleachers Standard, the new Log Standard, and the 2006 Plan Review Records. Several key titles were also published for Business and Product Development and the Spanish versions of the 2003 *International Building and Fire Codes* were completed.

Also of note is the contribution made by our **Printing Services Department** to the Code Council’s sustainable workplace initiative. On documents printed in-house, most of our paper stocks are made acid-free, thus reducing harsh chemicals/dioxins that would otherwise pollute the environment and the water table. We use vegetable-oil-based inks and environmentally friendly alcohol substitutes for the necessary fountain solutions. Also, most of our prepress chemicals and aqueous coatings are water-based in composition; some are even approved to be used on food wrappings.



**Electronic Media**, in cooperation with Publications, provided more than 90 new titles in various digital formats and on the [www.eCodes.biz](http://www.eCodes.biz) store front. The most innovative and creative accomplishment was the implementation of a custom code development software package entitled ICC eSolutions™. This package allows for customization of the I-Codes via a web interface. Jurisdictions using ICC eSolutions can propose amendments, share those amendments, achieve consensus and, working hand-in-hand with Publications, convert these amendments into a custom code. This option, used first by California and then Phoenix, AZ, saves many hours of production, and speeds the adoption process for the jurisdiction. Another major achievement this year was implementation of the digital rights management system (protectedPDF), allowing us to manage usage of our CD-ROMs and PDF downloads to protect the Code Council’s intellectual property with a nationally recognized standard of protection. Electronic Media also provides award-winning video and web-casting support for a variety of Code Council departments and jurisdictions.

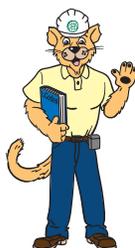
The **Marketing Department** builds the Brand and Identity for the Code Council, helping to establish the organization as the “Face and Voice of Public Safety,” in addition to driving added value for all customers and revenues for the organization.

# Code Council Program Profiles and Highlights

## Business and Product Development Program continued

Marketing has undergone tremendous change in the past year, transforming from a basic visual communications resource to a fully integrated and strategic Marketing center for developing new products, programs and plans that will benefit our members and promote Brand awareness of the Code Council. Marketing is now positioned within the organization to work closely with all of the product and service areas, external vendors, the membership and industry partners, as well as our own chapter network to identify opportunities and create innovative new programs, products, and services that will expand our role in building public safety.

With new integrated marketing methodologies and campaigns, the Code Council is developing more efficient and effective methods for informing our customers about products and services and leveraging the organization's strengths through cross-promotional activities. Also, efforts are underway to create awareness of how the Code Council's many products and services can deliver comprehensive value to our members and customers.



This year, Marketing launched a Brand Focus Initiative that positions the Code Council more clearly in the marketplace in terms of identity, messaging, and visual appearance. The result will enable the organization to communicate with a clearer sense of purpose and to display a more readily identifiable market presence. This Brand Focus Initiative has created a new look for the Code Council that communicates several important aspects, including our professionalism, dedication to building and public safety, and dedication to environmental concerns.

The Code Council's marketing initiatives are focused on leveraging all of our product and service areas in order to convey our message that the Code Council is **the** full-service, one-stop shop for all building, fire and public safety-related issues. We are redoubling our efforts this year, through new research activities, to achieve a better understanding of our customers needs in order to develop improved products and services that will meet those needs both today and in the future.

The recent transfer of **International Services** into the Business and Product Development Program has established a more integrated business approach within the Code Council and its subsidiaries. Working closely with International Accreditation Service and ICC Evaluation Service, International Services can now more easily bundle its offerings to our international clients. In 2007, International Services has focused on key regions in the Middle East, including the countries of Saudi Arabia, Egypt, Pakistan, United Arab Emirates, Afghanistan, Jordan and Qatar. In the Americas, the Code Council's efforts extended to Mexico, Canada, Jamaica and other Caribbean island nations, including the U.S. territories. These countries/regions have requested varied bundling of services including the adaptation of our I-Codes, training and certification, building department code administration/enforcement training with the eventual goal of building department accreditation, special inspection programs, publication and product development, laboratory and fabricator accreditations and building product evaluation systems. We have also been working with the World Bank in building relationships and looking for opportunities to work in areas of mutual interest. International Services will continue to provide a collaborative business approach and work closely with other organizations to achieve the mission of the Code Council throughout the world.

## Outlook

In the coming year, Business and Product Development will remain focused on promoting the Code Council's mission through innovative technologies such as ICC eCodes and ICC eSolutions. By focusing on a wider reaching, integrated marketing plan, we intend to increase the size and reach of the Code Council. We will also continue to pursue new and expanded partnerships with publishers, compatible organizations and any state, jurisdiction or other entity that will benefit from our expertise.



**Mark Johnson**  
Senior Vice President



## Government Relations Program

**The Government Relations (GR)** team shares one common mission: to partner and forge strategic alliances with entities having objectives and missions compatible with the Code Council and that support the I-Codes and the developmental process upon which these codes are based. In 2006, our employees participated in or assisted with over 1,500 I-Code adoptions. Particularly bright spots in 2007 included adoption by New York City of the 2003 IBC, IMC, IFGC and portions of the IRC into the New York City Construction Codes. Another is adoption by Hawaii of legislation that created a building commission mandated to adopt and update their codes regularly, leading to the adoption of the first statewide building codes based on the IBC and IRC. Both adoptions resulted from the tireless efforts put forth by our GR team. Also, tremendous efforts have been put forth in facilitating the California adoption, including managing the input of state agencies' amendments for public review. The GR team continues to work with the hurricane-stricken areas of the Gulf Coast through coordination of training and certification services, and defending the adoption of the codes against those who wish to roll back the clock.

One of our focuses this year has been the development and promotion of a community building code administration grant program. Our Congressional Relations staff has steadily developed an understanding in the U.S. House and Senate of the need for a grant fund that would provide resources to enhance the functionality of state and local building and fire code administration. This topic was also the focus of more than 100 same-day visits to Congress during Building Safety Week 2007. For the first time ever, our Capitol Hill delegation this year included chapter representatives from our five 2006 award-winning chapters.

We have also established the employees "Green Team" this year to coordinate the Code Council's activities related to sustainability and implement our new policy on green building. The International Code Council has recently entered into an MOU with the U.S. Green Building Council that will result in a number of joint efforts to implement our policy on Green Building/Sustainable Communities and we have been an active participant in the AIA Alliance for a Sustainable Built Environment.

**Congressional Relations (CR)** communicates the Code Council's legislative agenda directly with federal policymakers and actively responds to Congressional action having impact on a broad range of interests in building safety, fire prevention and private-sector standards development. In addition to our support of the community building code administration grant program this year, we have also successfully advocated removal of language in the Postal Reform Bill that would have inadvertently complicated usage of the IBC and IFC in construction and operation of Postal Service facilities. CR has continued to exercise a leadership role in the management of the Hazards Caucus Alliance and, this year, published the Wildfire Preparedness Kit, the third in our series of Congressional resource tools focused on effective community and individual preparation for natural hazards affecting the built environment.

The **Federal Activities** area continues to establish new relationships with federal agencies and to build on existing relations with over 100 agencies, boards, councils, offices, and programs of the executive branch of the Federal government. Program activities included analysis of and extensive commentary on regulatory proceedings initiated separately by the Centers for Medicare and Medicaid Services of the Department of Health and Human Services (HHS-CMS) and the Occupational Safety and Health Administration (OSHA) of the Department of Labor, proposing to recognize the IBC and IFC as meeting OSHA's requirements for worker egress and requesting advice on a national means to ensure that nursing homes are fully equipped with fire sprinkler protection, respectively. We assisted FEMA in the development of the Coastal Construction Manual and provided input to the U.S. Government Accountability Office (GAO) investigations into building energy efficiency and effective mitigation of the built environment in post-Katrina reconstruction. We provided expert panelists at numerous federal agency proceedings, including to NIST at its Annual Fire Conference, to a Department of Defense review of fire codes, and to the Federal Facility Council in review of building code interoperability. In addition, we continue to host and facilitate a twice yearly Federal Forum through which agency representatives regularly meet to advise the Code Council of issues and developments in agency application of the I-Codes.

The **State and Local** area is responsible for the implementation of the Code Council's state and local goals, such as securing new and retaining existing code adoptions, raising the level of awareness of the Code Council's building safety system, and working in partnership with our members and code users in promoting the I-Codes and our services to communities across the country. Our team has assisted with several significant adoptions and issues this year including the California, Hawaii, and New York adoption efforts. In Arizona, the legislature sunset the state UPC plumbing code and commission thus opening the way for more IPC adoptions. Phoenix supported the IPC by adopting the 2006 IRC plumbing provisions. Significant adoptions that supplanted other codes included adoption of the core I-Codes in Lawrence, Kansas, 2003 Code adoptions in Liberty Hill, TX, and adoption of the IBC in Pasadena, TX. First-time adoptions this year included specific codes adopted by New Jersey, Iowa, Kentucky, Maryland, Massachusetts and Nevada.

# Code Council Program Profiles and Highlights

## Government Relations Program continued

The Code Council **Fire Services** team focuses on enhancing strategic relationships with the fire service community through education, support and active participation in related activities. This year, increased activity by the fire service in the code development arena has been particularly noticeable—a result of continued outreach efforts to national, state and local organizations. Our team has supported, assisted and led adoption efforts across the United States and we have also worked with federal agencies to promote I-Code use in that arena. Our Wildland Fire program has sprouted wings and the IWUIC is now recognized and referenced by the United Nations. The Code Council is a founding member of the United Nations (UN) “Fire Management Actions Alliance.” This group is sponsored by the UN with a mission to address wildland fire problems around the world. The Blue Ribbon Panel, a group consisting of nontraditional partners in the fire services such as National Association of Counties (NACo), National Home Builders Association (NAHB), the National League of Cities (NLC) and others, became a reality this year and held their first meeting to analyze the wildland-urban interface programs and provide a report to Congress. We have accomplished all of this in addition to maintaining our continued relationships with many fire-related organizations including the IAFC, NASFM, and the Fallen Firefighters’ Foundation.

The **Grassroots** area records and publishes code adoption information and facilitates communication between the Code Council and its members. Grassroots’ programs encourage our members to build relationships with their elected officials and encourage those officials to support the Code Council’s position in legislative and regulatory policy in state and local government. The Grassroots section on our web site presents a Code Adoption Toolkit and an issues section relating to recent advocacy programs that link Code Council members to federal and state elected officials.

The Code Council’s **Labor/Management Advisory Committee (LMAC)** provides a venue for communication and interaction between the Code Council and interested organizations, including trade and professional associations and other bodies representing affected sectors of the building community. This area has facilitated business development between Code Council subsidiaries and Labor/Management groups resulting in new contracts and the anticipation of future contract work into 2008. Other activities this year included expansion of the LMAC as a supportive technical extension of the Code Council subsidiaries. An example of this expanded role was the participation of the United Brotherhood of Carpenters on an IAS Technical Advisory Committee for Workforce Accreditation. The continued growth and inclusion of L&M groups through the LMAC incubates continued support of current and future code expansion throughout the United States.

The **National Organizations and Associations** area supports the Code Council’s National Plan that is designed to facilitate collaboration and coordination between ourselves and industry members involved in the development, adoption and/or implementation of the I-Codes. This year we have worked with ASHRAE on several standards committees and we continue to actively participate on a number of ANSI committees, including the International Policy Committee, the National Policy Committee, the Organizational Members Forum, ANSI Biofuels Standards Panel and the Homeland Security Standards Panel. We have also participated in meetings of the NIBS Multi-hazard Mitigation Council Committee; a committee established by NIST to translate the NIST WTC investigation recommendations into proposed changes to model building codes and standards. We also participated as a cosponsor of the ICMA Restoration 2007 Conference in New Orleans, made a presentation on the IPMC at the National League of Cities spring meeting and will be participating in NACo’s annual conference.

## Outlook

The Government Relations Department is looking forward to achieving new significant gains for the Code Council in the coming year. We will be supporting our members and customers with information and assistance with adoption and implementation of the I-Codes. Our team plans to mount new and innovative campaigns to promote the Code Council message to all concerned with protecting the health, safety, and welfare of people by creating better buildings and safer communities. We will continue to work with members, chapters, organizations and governments to promote the Code Council’s status as the information leader in the built environment.



**Sara Yerkes**  
Senior Vice President



**Chapter Relations** was reorganized under Government Relations in January to further build relationships with Code Council chapters. The Code Council's commitment to building personal relationships with our chapters continues to be a high priority. This fiscal year, our Board and executive employees will attend at least 65 chapter meetings in addition to regular meeting attendance by Code Council Government Relations employees liaisons. Our chapter family has grown by 13 new chapters since the last annual report, increasing our number to 319. The number of established regional chapters has grown from five to seven, and we are seeing growth in the number of fire chapters with three new chapters coming on this period.

The annual chapter education benefit day of training is still the most popular chapter benefit and has been enhanced this year to include complimentary training materials for all attendees. The net result is **one totally free day of training** for every eligible chapter each year. The Chapter Rewards program, which rewards active chapters with points that can be redeemed for additional complimentary or discounted services and products, provides chapters with an economical means to provide additional services to members and participation is continuing to grow.

## Communications Program

The **Communications Department** is the "voice" of the International Code Council and its subsidiaries. The Communications team helps to build the Code Council Group brands, supports revenue centers of the association, and promotes a positive image of the organization and its members as silent defenders who save lives and protect property.

Communications develops products to position the International Code Council as the expert on building safety and fire prevention to both industry and consumer media. Examples include news releases that announced I-Code adoptions in all 50 states, the Code Council's Green initiatives, Building Safety Week, assistance to Hawaii's Congressional delegation following an earthquake, and summer safety tips. Product releases to trade media support promotion of product sales, including publishing partnerships, training events and certification. These key communications messages also appear on the Code Council's web site. Our team is responsible for media outreach. We are the organization's primary contact for media inquiries, including coordinating an interview that ran nationally on ABC-TV's Good Morning America. Media contact this year also included well-known outlets such as the New York Times, The Associated Press, the Philadelphia Enquirer, MSNBC, the CBS Evening News, Consumer Reports, This Old House Magazine and Engineering-News Record. In addition our team develops articles for trade media, including stories that were published in Construction Monthly New York, Hurricane Protection Magazine and Residential Design Build. Communications writes speeches and other presentations for Code Council Board members and senior staff and provides support materials for high priority initiatives.

The Communications team also includes Periodicals which produces 12 titles, including the *Building Safety Journal* and the *Building Safety Bulletin*. Both are print publications published six times a year and delivered to almost 40,000 members and subscribers. The *Building Safety Journal* received four honors in the international 2006 MarCom Creative Awards contest including the prestigious Platinum Award in the overall Magazine/Non-Profit category. Once a month, Periodicals also produces ICC eNews, an electronic newsletter delivered to more than 100,000 recipients in all segments of the construction industry. ICC ePartners is published monthly; quarterly electronic newsletters include the Chapter eNewsletter, IAS eNews, ES eNews, Foundation eNews, California eReport and New York eReport. Over the past two years, Periodicals has earned 21 national awards and is on track to eclipse last year's record setting advertising sales.

# Code Council Program Profiles and Highlights

## Administrative Support Program

The **Finance / Accounting Department** provides all accounting services, financial reporting and analysis, and decision support for the organization. Enhancements to monthly financial reporting processes this year have enabled our team to provide timely, flexible financial reports for use by managers in assessing performance in their respective areas. Additionally, financial controls are continuously assessed to improve safeguarding of corporate assets and increase the efficiency and cost effectiveness of transaction processing and financial reporting. During 2007, an outside firm has been contracted to conduct an assessment and assist the Code Council with identifying and implementing the best financial practices in our industry, further documenting our control procedures, and recommending technology solutions to improve the efficiency and cost effectiveness of our financial systems.

**Inventory Management** provides all inventory control functions and inventory ordering from external vendors and in-house print shops. Inventory levels continue to be effectively managed to ensure sufficient quantities are on hand to meet customer orders, yet at low enough levels to minimize warehousing costs and obsolescence of inventory. We have continued to improve service to our customers, resulting in fewer complaints regarding product availability.

**Operations** is responsible for planning and managing all facility and property-related activities including capital budgeting and expenditure planning, fixed asset management and control, periodic facility/financial analysis, contract review, and property tax and insurance follow-up.

A major area of activity within operations and accounting jointly is the continued development and refinement of our fixed assets system to better monitor, track, and control our capital asset base.

## Plumbing, Mechanical and Fuel Gas (PMG)

### A Renewed Focus

The year 2007 marks the beginning of a new era for the members of the International Code Council. In response to the needs of membership and the industry, the Code Council will place more emphasis on plumbing, mechanical and fuel gas as an integral part of building safety in the built environment.

Code Council members design, install and inspect the most important life safety systems in a building. This includes flammable gas lines, safe drinking water systems, fresh air, medical gas delivery, safe sanitary waste removal, and even the efficient transport of explosive gases and dusts from a building, just to name a few. The statistics point to the fact that to truly serve our members and the building safety community, the Code Council must enhance our activity, participation and investment in the plumbing, mechanical and fuel gas (PMG) areas.

After much study, research and input, a comprehensive strategic plan was developed and implemented to bring awareness of the Code Council's expertise and participation in this area. The key focus will be to expand membership activity, enhance the Council's technical experience, and collaborate with stakeholders in the plumbing, mechanical and fuel gas industry. This is an all-inclusive approach to strengthen the coordination of the Code Council's family of codes, and it is already having an impressive impact. Organizations and members alike are reaching out to be a part of the activity.

## Outlook

Improvement in service remains our #1 goal in each area. We continue to work on new processes and enhancements that will expand the services we provide, improve the quality of information and analysis generated, and enable all areas to access vital information to support sound decision making and further the growth of the Code Council.



**Karl Meyer**  
Chief Financial Officer



## Plumbing, Mechanical and Fuel Gas (PMG) *continued*

### Keys to Success

Although the program is in the early implementation phase, it is moving quickly. We participated in chapter meetings and conferences across the country to share our vision for a vibrant PMG program. Staff has presented at industry organizations' annual conferences and exhibited at important trade shows and expos nationwide.

Our Washington, D.C., headquarters office has been a common meeting place to share the Code Council's vision of inclusiveness. By reaching out to key industry stakeholders to discover areas of common ground among our membership groups we have made great strides in understanding each others needs and found opportunities to work together. This has been an especially successful venture. We will continue to develop friendships in hopes of creating mutually beneficial partnerships. Representatives from organizations including Underwriters Laboratories, National Sanitation Foundation, Plumbing-Heating-Cooling Contractors National Association and the Air Conditioning Contractors of America have all come to the table open minded and willing to share their ideas and visions as to ways we can collectively improve the industry.

We have accepted an invitation to attend the World Skills competition in conjunction with attending the World Plumbing Council's executive board meeting in Tokyo, Japan. Being approved as a voting member of the WPC is an exciting opportunity for the membership to share its vision for a safer world while simultaneously learning from other worldwide experts.

Working closely with our Government Relations staff, we will continue to see the *International Plumbing, Mechanical and Fuel Gas Codes* continue their adoption momentum nationwide—one state, one county, one city and one township at a time.

Our concentration will then turn to enhancing services to support the International Codes and their users by constantly improving the technical accuracy of our educational programs and support documents. The technical expertise at the Code Council is second to none in the industry. It can safely be said that no other organization in our industry has the plumbing, mechanical and fuel gas experience that the Code Council has within the organization. The diversity of the group of professionals on staff is evident when you see that there are master plumbers, licensed air-conditioning contractors, certified inspectors, mechanical engineers, journeyman plumbers, and certified refrigeration technicians and sheet-metal installers working within the Code Council.

### Invitation to the Membership

In order for this exciting initiative to become a complete success, membership involvement is crucial. It is the cornerstone of our association. How can you help? Establish a new PMG chapter in your area, join a PMG-related committee within the organization, volunteer to be on other industry-related task teams and committees, submit an article of interest to the *Building Safety Journal*, represent the Code Council at a local trade show, or just call and ask how to help. We will gladly accept your offer.

## Outlook

Rest assured, while we will not lose sight of the goal as we focus strategically to accomplish our objectives, we will never lose sight of the Code Council's vision and mission or the integrity of the journey.



**Jay Peters**  
Executive Director

# Code Council Program Profiles and Highlights

## Information Technology Program

The **Information Technology Program** is tasked with enabling and maintaining many of the business operation systems of the Council and its subsidiaries. With a team of 16 highly trained employees, we support five major areas: Association Management Systems, Managed Information Systems, Programming, Telecommunications and the Internet.

Highlights this year have included a redesign of the IAS web site and development of major new sections on the ICC-ES site by our web team; completion of projects by our programming team such as developing a point-of-sale system used at hearings, conferences and trade shows, successful online applications for IAS; and major contributions to the Interoperability project. We have also continued dedicated support and improvement of our operating environment including the increased utility of the MS Sharepoint system that enables secure communication between employees and external clients.

## Human Resources Program

The **Human Resources Program** is committed to maintaining a competitive workforce to perpetuate the mission of the Code Council and to promote a thriving, professional work environment to retain and attract valued employees. We offer many services to the employees of the Code Council including support and negotiation for benefits. A new program underway this year is the Wellness Program offered through our health plan. This program will assist employees by diagnosing health risks and illnesses with the goal of early treatment or avoidance. This will be beneficial not only in improving the health of our employees but also in reducing long-term health care costs.

Other initiatives include the expansion of our technical staff. Our team is working diligently on recruitment for these positions. Technical positions are challenging to fill because of both market demand and the level of expertise we require. We are currently reviewing our employment package to evaluate competitiveness and consider alternative options. We are also enhancing materials to introduce new and prospective employees to the Code Council and creating a comprehensive orientation package.

## Outlook

With continued Board and Executive support, improved IT tools, technology, and services will continue to be expanded to facilitate the growth of our organization.



**Leonard Bergonia**  
Senior Vice President

## Outlook

The year ahead will encompass many exciting improvements for our program. We now have a dedicated HR manager to support completion of future initiatives and enhancement of our processes.



**Terry Eddy**  
Senior Vice President



# Subsidiaries of the International Code Council

## ICC EVALUATION SERVICE, INC. (ICC-ES)

### REPORT FROM THE CHAIR

As the newly appointed chair of the ICC Evaluation Service (ICC-ES) Board of Directors, I would like to thank my predecessor, George Walker of Waco, Texas, for having provided the strong Board leadership that was so critical in consolidating the three legacy evaluation services and the National Evaluation Service. His calming demeanor, patience, and sense of humor made him an ideal chair and made the transition a natural and logical step while assuring that the Code Council and its subsidiaries are effective and valuable resources. The Board has worked together to establish policies that maintain the value of the leading national product evaluation service to those in industry and enforcement.

As the number of jurisdictions adopting the Code Council family of codes continues to increase, there is far more awareness of our responsibility in maintaining a state-of-the-art national product evaluation service. No longer can our focus be limited to regional construction practices. Combining this national focus with the growing competition between traditional and innovative products has placed extreme importance on rapid technical recognition in the marketplace. This has been, and will continue to be, a challenge as ES strives to establish policies that ensure consistency and fairness nationally in addressing what had been regionalized practices.

In working with report holders and the building industry to arrive at mutually beneficial solutions to these ongoing challenges, ICC-ES has created the Evaluation Service Advisory Committee (ESAC). Composed of representatives of 20 companies holding evaluation reports or industry associations representing multiple report holders, ESAC has developed into a valuable “sounding board” because of their active participation in ICC-ES activities. ICC-ES support has been very evident with two ICC-ES Board members and two senior staff members in attendance at meetings to respond to questions and offer comments during discussions. This has had particular value in accelerating the Evaluation Committee approval of acceptance criteria by resolving Committee concerns between public hearings through productive discussions and recommendations supported by all participants. We see this interaction as extremely positive. Additionally, ICC-ES employees have participated in industry and standards-making activities, which raises standards writers’ awareness of how the ICC-ES process can augment or complement their work.

The recent ICC-ES Satisfaction Survey of code enforcement professionals indicates the continued trust placed in ICC-ES evaluation reports. Customer satisfaction surveys generally assist with helping guide operational improvements in an organization. ICC-ES is using those responses in its review of its procedures and operations to bring value to the system and to differentiate itself from simple product listing services which, valuable as they are, deal with only a part of code compliance. This is particularly critical for innovative or alternative products where standards are unavailable or insufficient.

ICC-ES must, and will continue to be, a trusted technical resource for code enforcement professionals. It will also be responsive to the needs of report holders by providing timely service in producing evaluation reports. The ICC-ES has received international recognition because of the open process that generates information reflecting the most recent technical knowledge available and the Board is committed to continuous improvement to make ICC-ES the premier evaluation service.



A handwritten signature in black ink that reads "Steven P. Regoli". The signature is fluid and cursive.

**Steven P. Regoli**  
Chair  
ICC Evaluation Service, Inc.



## PRESIDENT'S REPORT

Growing adoptions of the 2006 editions of the International Codes by jurisdictions throughout the country have established the need to convert the many remaining legacy evaluation reports to the current code. These pre-Code Council reports under legacy codes do not have the benefit of the more advanced technology in the International Codes. This can amount to a 10-year difference. It has created major problems for some legacy report holders who have chosen not to comply with the later codes because of needed additional product justification. The rush by other legacy report holders to convert has magnified the problem of employee shortages delaying the timely review of technical data. This dilemma reflects a national concern over the shortage of technical personnel with the proper education and experience to maintain the needed expertise for an effective product evaluation service.

The problems associated with servicing report holders has created the opportunity for listing and other agencies to issue evaluation reports based on the International Codes and ICC-ES Acceptance Criteria. This has created choices for the code official in approving products for installation in his or her jurisdiction. ICC-ES has maintained its independence and technical expertise in the creation of acceptance criteria addressing innovation and the review process leading to the evaluation report. Because of its recognition as the leader in establishing technical requirements for innovation through an independent and open process, ICC-ES evaluation reports continue to be the trusted resource when questions or challenges arise. We are committed to seeking new and innovative ways to serve our customers and stakeholders.

International activity is marked by increased requests and applications from Europe, Asia and South America. Establishing uniformity is a distant goal, which must start with trust. The World Federation of Technical Assessment Organizations (WFTAO) represented by conformity assessment organizations from 21 countries is establishing this trust through annual meetings where each organization reports on its activities. The similarity of problems that each faces has established a bond through common interests. A single voice on subjects such as the impact of construction on preservation of natural resources and the environment could be very significant in carrying a message back to member countries. ICC-ES hosted the most recent annual meeting in November 2006, which featured presentations from manufacturers, testing laboratories, consultants and building enforcement agencies. The presentations were extremely beneficial to WFTAO members in understanding the U.S. building control system and local governmental control as compared to most countries where the national government is the focal point.

ICC-ES services and involvement with the building industry must be balanced with good business practices to ensure the success of ICC-ES and the Code Council. Together they pursue a common goal of public safety in the built environment.

A handwritten signature in black ink that reads "John Nosse". The signature is fluid and cursive.

**John Nosse**  
President  
ICC Evaluation Service, Inc.

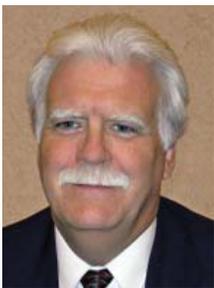
# ICC-ES Board of Directors



**STEVEN P. REGOLI**  
Chair  
Architect Project Administrator  
Ohio Board of Building Standards  
Reynoldsburg, OH



**DAVID A. MANN**  
Building Code Administrator  
City of Tucson  
Tucson, AZ



**WAYNE R. JEWELL**  
Building Official  
City of Southfield  
Southfield, MI



**BHOLA DHUME**  
Deputy Director  
Department of Safety and Permits  
City of New Orleans  
New Orleans, LA



**MICHAEL L. CLACK**  
Chief Development Officer  
Scottsdale, AZ



**RONALD E. PIESTER, A.I.A.**  
Director  
New York State Department of State  
Division of Code Enforcement and  
Administration  
Albany, NY



**PAUL M. LYNCH**  
Director of the Residential  
Inspections Division  
Fairfax County, VA



**JAMES M. HARPER**  
Chief Building Official  
City of Omaha Planning Department  
Omaha, NE

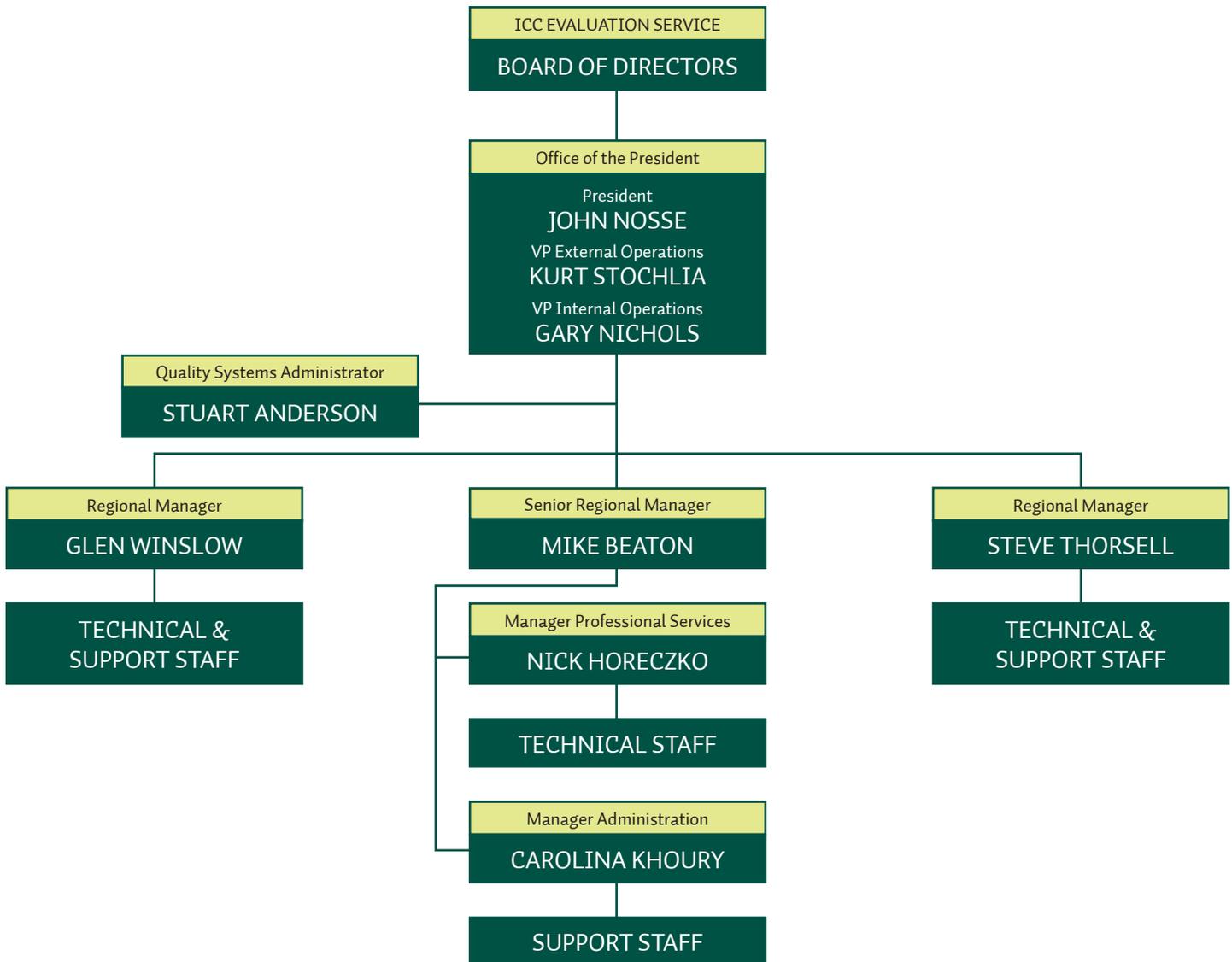


**WILLIAM L. DUCK**  
Building Official/Director of  
Inspections and Code  
Columbus, GA



**DAVID deCOURCY**  
*(nonvoting member)*  
ICC General Counsel and Senior Advisor to  
the CEO  
Washington, D.C.

# ICC-ES Organizational Chart



# Subsidiaries of the International Code Council

## INTERNATIONAL ACCREDITATION SERVICE, INC. (IAS)

### LETTER FROM THE CHAIR

As the last quarter of 2007 approaches, I would like to take this opportunity to join with my fellow Board members in expressing our gratitude to the IAS employees for their hard work and their commitment to making IAS one of the leaders among the Code Council family of companies. The IAS staff's dedication and sacrifices have made IAS a role model organization for others in the Code Council to emulate. IAS's success in the development of new programs and new sources of revenue for the Code Council has made an impact not only on the IAS Board but also on the board members of the parent organization. New training programs, the Middle East initiatives, the Product Certification accreditation program, and the Laborers and the Building Department accreditation programs are all examples of how the employees have contributed to advancing the IAS presence nationally, internationally, and with the Code Council membership. We also recognize our employees' outstanding efforts in maintaining IAS's core business of accrediting testing and calibration laboratories, inspection agencies, IBC special inspection agencies, and structural steel and concrete fabricators. Please accept my congratulations on a job well done, and the Board's support over the rest of the year to make 2007 the best ever.



A handwritten signature in black ink, appearing to read 'Majed A. Dabdoub'.

**Majed A. Dabdoub, P.E.**

Chair

International Accreditation Service, Inc.



## PRESIDENT'S LETTER

I consider myself blessed that the entire IAS team, from the Board of Directors and the Accreditation Committee to the advisory councils and all of our employees, contract assessors and technical experts, has consistently met the demands placed upon them. I enjoy the daily routine of arriving at IAS headquarters and listening to new ideas for improvement and for organizational growth from employees. It is an honor to lead such a dynamic team.

As our success stories continue, I salute our assessors, evaluators and subject-matter experts for their dedication and for their ability to offer value-added, affordably priced accreditation programs and still maintain transparency and a high level of technical excellence. The number and complexity of accreditation programs offered by IAS has grown substantially this past year and it has been a challenge to meet the demands for expertise that each program poses. We operate in the belief that integrity and focus on the true purpose of accreditation will eventually help us meet our customers' needs while protecting the public. To each and every one of you, I thank you for making IAS a sought-after brand in the accreditation market.

I also want to take this opportunity to thank the IAS Board for its clear direction, the Accreditation Committee for its astute decision-making, and the advisory councils for their technical guidance.

Mention must also be made of the support from the Code Council, without which many of our ambitious projects would not have gotten off the ground. We are thankful for their strategic guidance and active encouragement.



**C. P. (Chuck) Ramani, P.E., C.B.O.**

President

International Accreditation Service, Inc.



# Subsidiaries of the International Code Council

## INTERNATIONAL ACCREDITATION SERVICE, INC. (IAS) *Continued*

### PROGRAM OVERVIEW AND HIGHLIGHTS

In 2007, IAS entered its fourth full year of operations as a consolidated, international services group within the Code Council family of companies. This year, IAS revenues increased by over 15 percent, placing IAS in the black a full year earlier than was anticipated on integration into the Code Council. IAS has reached a new level of recognition and prestige in conformity assessment services both in its domestic and international markets.

IAS operates in a highly competitive business environment. IAS differentiates itself from its competitors through its public, governmental-sector ownership and control by code officials. IAS's competitors are generally controlled and funded by private, for-profit interests, by national governments, or by private-sector industries that they "regulate." Reflecting its Code Council roots, IAS accreditation standards are developed and promulgated through the Code Council "governmental consensus" standards process, leading to a nonbiased approach to regulation, with a focus on public safety.

Culminating three years of investment in research and development, the scope of IAS services expanded in 2007 to include four new accreditation services: Product Certification Agencies, Field Evaluation Bodies (Electrical), Curriculum Development Agencies, and Training Agencies. IAS now offers 10 accreditation programs, each of which targets the practical needs of the Code Council and its membership in providing the highest quality codes, standards, products and services for all concerned with the safety and performance of the built environment. Participation in IAS's nonaccreditation services continues to gain momentum, with an expanding array of related training and consulting services.

Participation continues to expand in IAS quality-assurance training programs on ISO/IEC international quality standards for laboratories, inspection agencies, and product certifiers. IAS staff metrologists presented workshops on Uncertainty in Measurement in 2007 in Los Angeles, Egypt, and Dubai. Several training programs were conducted in 2007 for a major international energy-producing company on ISO/IEC Standard 17025:2005, on testing and calibration laboratories. In October 2006, IAS conducted a training program on ISO/IEC Standard 17020, for inspection bodies. Of most significance this year has been growth of the IAS Lead Evaluator training for Building Department Accreditation (BDA). This training program draws participants from governmental jurisdictions throughout the Code Council's membership and from private-sector plan-checking entities. Participants in this class have shown considerable enthusiasm for its discussion of standards and best practices for quality administration of building departments. IAS also commenced a new "Quality Champion" program this year, intended for agencies that are already ISO 9000 compliant to better apply quality principles to their day-to-day operations and engage all employees in embracing the principles of quality services. Initial clients for this class include labor unions in the U.S., and a large manufacturing company in the United Arab Emirates.

Among IAS's 10 accreditation services, the most significant growth in 2007 was in the Building Department Accreditation program, with 27 applications currently in process this year. IAS's international business doubled in volume in 2007, with clients in ten countries, with the Middle East providing the most significant growth opportunities during the next few years. IAS's highly visible presence in the Middle East provides positive international exposure for the Code Council.

IAS continues to provide strong leadership in national and international accreditation forums. IAS is fully recognized by the Asia Pacific Laboratory Accreditation Cooperation (APLAC) and the International Laboratory Accreditation Cooperation (ILAC), providing staff evaluators who participate in accreditation activities of other international participants under Mutual Recognition Arrangements. IAS recognition by APLAC and ILAC continues to be instrumental in promoting global trade of U.S. manufacturers, permitting them to reach international markets without having to repeat testing and inspection activities in various countries.

IAS updated its business plan this year for the next three years (2007 through 2010), with a conservative estimate of 15 percent growth in overall revenues each year during this period.

It is important to note that IAS is only able to compete successfully in the accreditation business through the support and participation of the Code Council membership. Through the assistance of hundreds of volunteers from Code Council's membership, IAS is able to staff its Board of Directors, Accreditation Committee, and Technical Advisory Councils. The voluntary assistance of leading governmental officials from throughout the U.S. permits IAS to field nationally recognized experts for its BDA program, leading to a positive peer-review process that is critical to the program's success. Through recognition of IAS accreditation of testing and calibration laboratories, fabricator inspection programs, and special inspection agencies under Chapter 17 of the *International Building Code*, Code Council members are assured of the highest quality of services and the highest level of integrity from these agencies.

# IAS Board of Directors



**MAJED A. DABDOUB, P.E., CHAIR**  
Sr. Building Plans Examiner and Analyst  
City of Cincinnati, OH



**JAMES L. BROTHERS**  
Building Director  
City of Decatur, AL



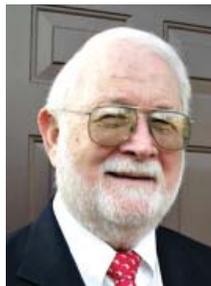
**RAVI SHAH, C.B.O., VICE CHAIR**  
Director of Urban Development  
City of Carrollton, TX



**SHEILA S. LEE, P.E.**  
Building Official  
City of Santa Clara, CA



**JOHN L. BARRIOS, C.B.O.**  
Manager, Inspectional Services Division  
City of Tampa, FL



**C. CURTIS MANN, P.E., C.B.O.**  
Chief Building Official  
City of New Orleans, LA

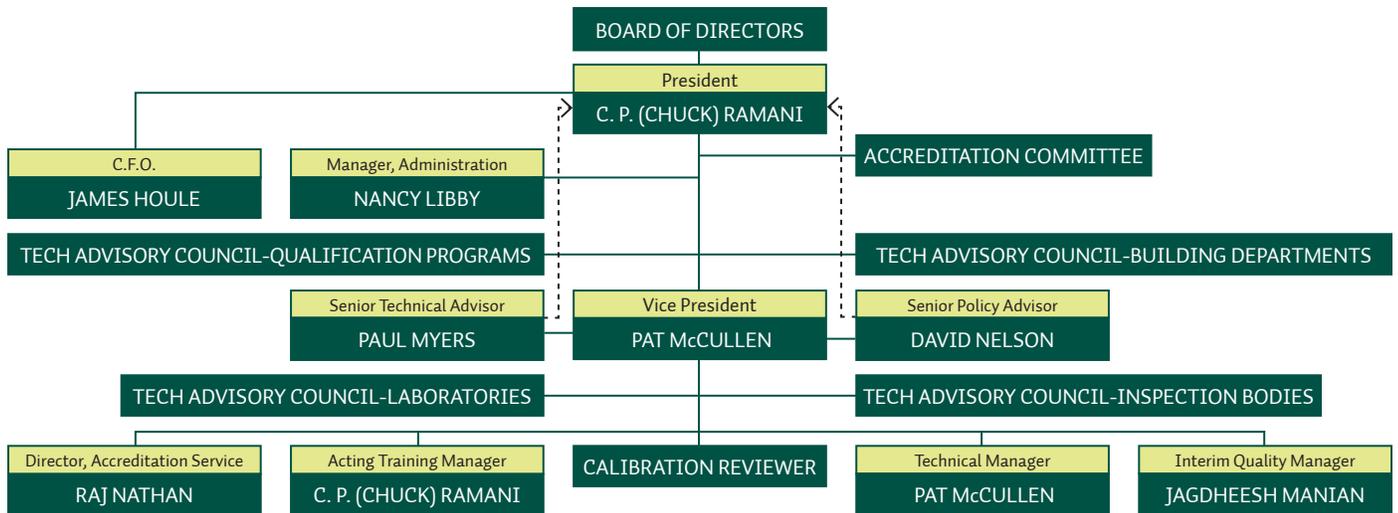


**MICHAEL W. BOUSE, C.B.O.**  
Building & Fire Safety Director  
City of Henderson, NV



**DAVID deCOURCY**  
*(nonvoting member)*  
ICC General Counsel and Senior Advisor to  
the CEO  
Washington, D.C.

# IAS Organizational Chart



# Subsidiaries of the International Code Council

## THE INTERNATIONAL CODE COUNCIL FOUNDATION

Around the world, thousands of lives are lost and billions of dollars in damage occur in places where people and property are not protected by safe building codes and standards. The International Code Council Foundation (ICCF) is a charitable organization dedicated to alleviating the devastating effects of natural disasters and other building tragedies by promoting ideas, methods and technologies that encourage the construction of durable, sustainable buildings and homes.

To work toward accomplishing this mission, the Foundation has annually sponsored Building Safety Week. During this week, states and jurisdictions throughout the country recognize and promote building safety. Also this year, a Code Council delegation headed to Capitol Hill for more than 130 meetings with Congressional offices to promote a new proposal, the Community Building Code Administration Grant Program. This program was designed to provide federal grants to building departments to enhance their code enforcement capabilities. Additional activities included a meeting of industry associations to discuss ways to improve public perceptions of code officials.

The International Code Council Foundation also held its 2007 Silent Defender Awards during Building Safety Week. This affair recognized the outstanding actions of those who have gone to great lengths to improve public safety, health and welfare. The 2007 award recipients included Senator Ken Hollis and Representative Gillis Pinac for their efforts to build stronger, safer communities throughout Louisiana. The City of Las Vegas Department of Building & Safety was recognized as the first building department in the country to earn the IAS Building Department certificate of accreditation. Architects Without Borders, an international not-for-profit, volunteer humanitarian relief coalition with chapters around the world, also earned recognition as a 2007 Silent Defender. For fifteen years the organization's thousands of volunteers have been dedicated to promoting safe and life-fulfilling built environments that are sustainable and socially and environmentally responsible.

Other endeavors currently underway through the Foundation include Project H.E.R.O (Homes Eliminated of Restrictions and Obstacles), and the ICCF Scholarship Program. Introduced last year, Project H.E.R.O. is a volunteer-based program designed to remove the accessibility restrictions from the homes of deserving disabled veterans. The program relies on local volunteer groups throughout the United States to make disabled veteran's homes accessible, to increase independence, improve personal mobility and make it easier for veterans to accomplish everyday tasks. To help make this program a success, the Foundation is in need of volunteers to serve as State Coordinators.

The Foundation also sponsors six scholarships each year that are available to children of code enforcement personnel. These scholarships support many deserving students who have gone on to contribute to both industry and their communities.

The International Code Council Foundation is your foundation. Please join with us and support the activities any way you can.



# Subsidiaries of the International Code Council

## THE INTERNATIONAL CODE COUNCIL FOUNDATION Overview

### Mission

The International Code Council Foundation is dedicated to changing the devastating effects of natural disasters and other building tragedies by promoting ideas, methods and technologies that encourage the construction of durable, sustainable buildings and homes.

### Who We Are

The International Code Council Foundation (ICCF) is a subsidiary of the International Code Council, Inc., an organization that develops and enforces the most widely adopted building codes in the nation. The ICCF is a nonprofit organization that promotes a comprehensive approach to reducing loss of life and property through a complete building safety system. By providing access to building safety resources, the Foundation helps protect property and human life worldwide.

### Objectives

The Foundation is dedicated to:

- Educating consumers, governments, and industries about constructing stronger, safer buildings and homes
- Supporting research and development that leads to improved construction methods and techniques for making buildings safer
- Offering technical services, training and guidance to communities, states, national and international organizations, and governments looking to develop or improve existing building construction standards

### The Need for an International Code Council Foundation

Since the beginning of the twentieth century, natural disasters have become more frequent and costly.

- Natural disasters cause more than one million fatalities around the world each decade
- Millions of people are left homeless each year
- In the 1990s, natural disasters caused in excess of \$608 billion in economic losses worldwide — a loss greater than during the previous four decades combined

The International Code Council Foundation is dedicated to reducing these devastating outcomes by promoting ideas, methods and technologies that encourage the construction of durable, sustainable buildings and homes.





# 2007 International Code Council Annual Business Meeting

The 2007 Annual Business Meeting (ABM) of the members of the International Code Council, which is provided for by Article IX of the By-laws, shall be held October 2, 2007, at Grand Sierra Resort and Casino, 2500 East Second Street, Reno, Nevada 89595, in conjunction with the 2007 ICC Annual Conference. The Annual Business Meeting shall commence at 8:00 a.m. and shall continue from day to day during such hours as shall be determined by the President until completed.

## Agenda

The general nature of business to be conducted at the Annual Business Meeting shall include the following:

- |   |   |
|---|---|
| a. Call to order                                      | i. Report of the President                  |
| b. Reading of Meeting Notice                          | j. Report of the CEO                        |
| c. Determination of a quorum                          | k. Report of the Bylaws Committee           |
| d. Introduction of Sergeant-at-arms & Parliamentarian | l. Report of the Resolutions Committee      |
| e. Approval of minutes of previous meeting            | m. Report of the Honorary Members Committee |
| f. Report of the Nominating Committee                 | n. Report by ICC Subsidiaries               |
| g. Election of Officers & Directors-at-Large          | o. Unfinished business                      |
| h. Treasurer's Report                                 | p. Adjournment                              |

Proposed Bylaw amendments, if any, will be posted on the Code Council web site 60 days prior to the Annual Business Meeting at [www.iccsafe.org/news/annual/2007Conference](http://www.iccsafe.org/news/annual/2007Conference).

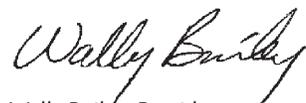
## Member Resolutions

In accordance with Council Policy 23, Resolutions of the Members shall be considered during the Annual Business Meeting. Resolutions to be considered at the 2007 ABM were posted on the Code Councils web site at <http://www.iccsafe.org/news/annual/index.html> and include:

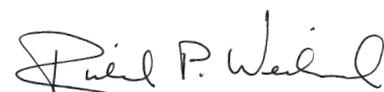
- |                       |                                      |
|-----------------------|--------------------------------------|
| - Conference Site     | - Immediate Past President           |
| - Deceased Members    | - Retired Members                    |
| - Standing Committees | - ICC Governmental Consensus Process |

Copies of these resolutions will be posted on the Code Council web site 60 days prior to the Annual Business Meeting at [www.iccsafe.org/news/annual/2007Conference](http://www.iccsafe.org/news/annual/2007Conference) and will be printed in the 2007 Annual Report.

Sincerely,



Wally Bailey, President



Richard P. Weiland, CEO

Questions regarding the ABM notice and proposed Bylaw changes may be directed to Dominic Sims, Chief Operating Officer, (205) 591-1853.



# Minutes of 2006 Annual Business Meeting of the International Code Council

September 19, 2006

**Coronado Springs Resort**  
Lake Buena Vista, Florida

## **ANNUAL BUSINESS MEETING**

President Henry Green called the Annual Meeting of the Members of the International Code Council to order at 9:00 a.m., September 19, 2006, in conjunction with the International Code Council's Annual Conference at Disney's Coronado Springs Resort in Lake Buena Vista, Florida. President Green welcomed all attendees to the meeting and thanked Larry Lehman for leading the Pledge of Allegiance. President Green called on Norm Noble from Walt Disney World to share a few comments with attendees. Mr. Noble welcomed the Code Council and its members to Coronado Springs and Walt Disney World.

President Green introduced Secretary/Treasurer Steve Shapiro and called on him to call the roll of the Code Council Directors to determine if there was a quorum. Secretary/Treasurer called the roll of Directors and asked Governmental Member Representatives to stand. Secretary/Treasurer Shapiro then advised the President that a quorum was present.

President Green acknowledged Jim Sealy, A.I.A., as the Parliamentarian and appointed Joe Finnegin, past President of the Firemen's Association of the State of New York, Kurt Kasson, Building Official for the City of Euless, Texas, Jack Laden, Commissioner for the State of Rhode Island, and Donny Phipps, Planning Director of Ridgeland County, South Carolina, as Sergeants-at-Arms and thanked them for their participation.

President Green instructed members eligible to vote on board elections on the use of electronic voting keypads. These same keypads will be used in a mock code change as a simulation during the code change hearings on Wednesday.

President Green referred to the registration packets containing a copy of business agenda for the 4th Annual Business meeting of the members of the International Code Council. Included in the packet are the International Code Council 2006 Annual Business Report and the Meeting Report which includes a notice of the Annual Business meeting, minutes of the 2005 Annual Business Meeting, procedures for conducting elections, Treasurer's report, proposed Bylaws, and resolutions. Since the report included the Meeting Notice, President Green waived reading the notice.

A motion was made and properly seconded to accept the agenda of the Annual Business Meeting as presented.

The minutes of the September 27, 2005, Annual Business Meeting were reviewed. A motion was made and properly seconded to approve the minutes as published in the Annual Report.

President Green called on Code Council Deputy Chief Operating Officer, Dominic Sims, to provide a brief overview on the electronic voting system. Code Council Deputy COO Sims provided instructions on the electronic voting system and conducted two test votes.

## **ELECTION OF OFFICERS AND DIRECTORS**

The Nomination Committee's recommendations were displayed on the screen. President Green announced each nomination and then asked for nominations from the floor.

### **First Election**

President Green announced the nomination of Wally Bailey as President for a 1-year term. He then made a request for nominations from the floor. There were no additional nominations. There was a motion to close the nominations, the motion was properly seconded and passed unanimously.

# Minutes of 2006 Annual Business Meeting of the International Code Council

## Second Election

President Green announced the nomination of Steve Shapiro as Vice President for a 1-year term. He then made a request for nominations from the floor. There were no additional nominations. There was a motion to close the nominations, the motion was properly seconded and passed unanimously.

## Third Election

President Green announced the nomination of Tim Ryan as Secretary/Treasurer for a 1-year term. He then made a request for nominations from the floor. The name of Adolf Zubia was properly entered into nomination. There were no additional nominations. Both candidates were invited to address the assembly for a limited amount of time. President Green asked for the assistance of the Vice President and Tally Judges Larry Bell, Emory Rogers, and Nick D'Andrea during the electronic voting process. After electronic voting closed, the President announced the election of Adolf Zubia.

## Fourth Election

President Green announced the nomination of Gregori Anderson for a 3-year director term. He then made a request for nominations from the floor. There were no additional nominations. There was a motion to close the nominations, the motion was properly seconded and passed unanimously.

## Fifth Election

President Green announced the nomination of Steve Jones for a 3-year director term. He then made a request for nominations from the floor. The name of Greg Johnson was properly entered into nomination. Both candidates were invited to address the assembly for a limited amount of time. After electronic voting closed, the President announced the election of Greg Johnson.

## Sixth Election

President Green announced the nomination of Joe Crum for a 3-year director term. He then made a request for nominations from the floor. The name of Tim Ryan was properly entered into nomination. Both candidates were invited to address the assembly for a limited amount of time. After electronic voting closed, the President announced the election of Tim Ryan.

## Seventh Election

President Green announced the nomination of Ron Piester for another 3-year director term. He then made a request for nominations from the floor. There were no additional nominations. There was a motion to close the nominations, the motion was properly seconded and passed unanimously.

## Eighth Election

President Green announced the nomination of Barbara Koffron for another 1-year director term. He then made a request for nominations from the floor. The name of Billy Phillips was properly entered into nomination. Both candidates were invited to address the assembly for a limited amount of time. After electronic voting closed, the President announced the election of Barbara Koffron .

## Ninth Election

President Green requested nominations from the floor to fill the 1-year director term left vacant by Adolf Zubia's election as Secretary/Treasurer. The name of Doug Murdock was properly entered into nomination. There was a motion to close the nominations, the motion was properly seconded and passed unanimously.

President Green provided the President's Report. A motion was made and properly seconded to accept the President's Report.

President Green called on Secretary/Treasurer Shapiro to provide the Treasurer's Report. The Secretary/Treasurer of the International Code Council, Steve Shapiro, provided the financial status of the Code Council as reported in the Annual Business Report.



## 2006 TREASURER'S REPORT

As Secretary/Treasurer of the International Code Council, it is my privilege to report to the members on the financial status of the organization. 2005 was a continuation of 2004 in terms of solid financial performance and strengthening of the Code Council's financial position. A major objective for 2005 was to increase our cash balance to a level where we have a "contingency buffer" to provide us with funds that we can draw from in the event of an economic or cyclical downturn. We feel it is prudent to further strengthen our cash position so we can invest in membership-enhancing opportunities as they arise. We have made excellent progress in this regard during 2006.

Active management of accounts receivable and inventory enabled a reduced level of cash tied up in these assets by almost \$1.9 million or 17 ½% from 2004 levels; this while our overall revenues were up almost 3%. Operating expenses were up 4%. This reflects the continued investment the Code Council has been putting into employees and infrastructure to support continued growth in member services, escalating costs in healthcare benefits and paper costs, and typically higher code development costs due to higher activity levels during the final year of a code cycle.

2005 represents the second full calendar and fiscal year for the Code Council as a consolidated entity. As indicated in the 2005 Audited Financial Statements, our second full year as the Code Council was financially successful with Excess Income from Activities of almost \$2.2 million. Revenue totaled just shy of \$56 million on expenses of \$53.8 million. Additional Investment Income of \$86 thousand brought our total Change in Net Assets over 2004 to almost \$2.3 million. This is the second year in a row that the Code Council added over \$2 million to Member Equity which now stands at \$17.9 million as of December 31, 2005.

A motion was made and properly seconded to accept the Secretary/Treasurer's report.

President Green called on Director Bill Dupler to provide the Bylaws Committee Report. Chair Dupler delivered the report of the Committee of Recent Bylaws. The following amendments as printed in the Annual Report were presented to the membership:

Amendment 2006-1 A motion was made and properly seconded to approve the amendment. The motion was passed.

President Green called on Director Bill Duck, Chairman of the Resolutions Committee, to provide a report on the committee.

Director Duck read Resolution 2006-1	A motion was made and seconded to approve the resolution. The motion was passed.
Director Duck continued by reading Resolution 2006-2	A motion was made and seconded to approve the resolution. The motion was passed.
Director Duck continued by reading Resolution 2006-3	A motion was made and seconded to approve the resolution. The motion was passed.
Director Duck continued by reading Resolution 2006-4	A motion was made and seconded to approve the resolution. The motion was passed.
Director Duck continued by reading Resolution 2006-5	A motion was made and seconded to approve the resolution. The motion was passed.
Director Duck continued by reading Resolution 2006-6	A motion was made and seconded to approve the resolution. The motion was passed.
Director Duck continued by reading Resolution 2006-7	A motion was made and seconded to approve the resolution. The motion was passed.

# Minutes of 2006 Annual Business Meeting of the International Code Council

## THE HONORARY MEMBERSHIP

President Green called on Secretary/Treasurer Shapiro to deliver the report of the Honorary Membership Committee. The Committee recommended the following individuals:

1. George Clark
2. Kevin Shea
3. Jim Sealy
4. Robert “Bob” Moore
5. Chuck Thomas
6. David Harris
7. Charlie Hall

A motion was made and seconded to approve the recommendations of the Committee.

Outgoing CEO James Lee Witt introduced new Code Council CEO Rick Weiland. CEO Weiland addressed the membership.

President Green deferred reports from the subsidiaries until the lunch session of the meeting.

President Green called on International Code Council Foundation President Paul Myers. President Myers called International Code Council Foundation Board of Governors members Rocco Davis and Ted Green to the podium and recognized their dedication and hard work for International Code Council Foundation.

The meeting was adjourned.





# Board Resolution 2007-2

## RESOLUTIONS OF THE BOARD OF DIRECTORS OF THE INTERNATIONAL CODE COUNCIL, INCORPORATED

A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION

### Governmental Consensus Process

**WHEREAS** the International Code Council Board of Directors (Code Council Board) is the governing body of the International Code Council; and

**WHEREAS** the Code Council Board comprises and is elected by representatives of governmental members of the International Code Council (Code Council members); and

**WHEREAS** the Code Council Board is responsible for representing the best interests of Code Council members in establishing policies and procedures that advance the mission of the association; and

**WHEREAS** Code Council members adopt the International Codes at the local, county, state and federal level to protect their jurisdictions and the citizens they serve; and

**WHEREAS** the quality of the construction and safety provisions that comprise the International Codes is a direct result of the code development process that is established in International Code Council Policy #CP 28-05 (Code Council process); and

**WHEREAS** the Code Council process is open, balanced and fairly considers the views of all who participate; and

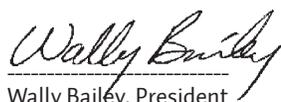
**WHEREAS** a central feature of the Code Council process is the reservation of final action on code change proposals to governmental member representatives and honorary members of Code Council; and

**WHEREAS** this feature is widely known by the Code Council members as the Governmental Consensus Process; and

**WHEREAS** the Governmental Consensus Process is considered by the Code Council members and Code Council Board to be one of the principles that defines the integrity of the International Code Council; now, therefore,

**BE IT RESOLVED** that the Governmental Consensus Process is a core value of the International Code Council. Accordingly, the Code Council Board of Directors will not deviate from the principle of Governmental Consensus without the affirmation of the members of the Code Council.

Attested to:



Wally Bailey, President



Adolf Zubia, Secretary/Treasurer

Steve Shapiro, Vice President  
Gregori Anderson, CBO  
Jimmy Brothers, CBO  
John Darnall, CBO  
Gerald D. George, CBO  
Barbara Koffron  
Ron Lynn  
Ron Piester, AIA

Henry Green, Immediate Past President  
Ed Berkel, CFI  
Terry Cobb, CBO  
William Dupler  
Greg Johnson  
John LaTorra  
Doug Murdock, CBO  
Tim Ryan, CBO



# 2007 Proposed Bylaw Changes

The 2007 Bylaws Committee consisting of Ed Berkel (Chair), John LaTorra and Doug Murdock reported their findings and recommendations to the Code Council Board of Directors on July 28, 2007. This report contains both the recommendations of the Committee and the Board of Directors.

The following amendments are proposed to the International Code Council Bylaws, dated April 15, 2007.

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**Amendment 1:** The Utah Chapter proposes to amend Article 7.2 as follows:

**7.2 Powers and Duties:** The Executive Committee shall have the authority to act in such matters as are specifically delegated by the Board of Directors and take action on such matters delegated as deemed prudent in furtherance of the general objectives of the Council. If an urgent situation arises and the President determines a matter requires immediate action or a timely decision, and it is not practical to convene a quorum of the Board of Directors, the Executive Committee shall have the authority to act on behalf of the Board unless otherwise specifically provided. The Executive Committee and the Chief Executive Officer shall meet as necessary, between meetings of the Board of Directors, at a date and place designated by the President and shall have the authority to take such action as they deem prudent, in furtherance of the general objectives of the Council. Actions of the Executive Committee shall be reported reporting such actions to the Board of Directors at their next meeting without delay.

**Reason:** Amendment is to clarify this section of the International Code Council Bylaws by more clearly defining the intended relationship between the Executive Committee and the Board of Directors. Authority is granted to the Executive Committee to act in urgent situations.

**Bylaws Committee Recommendation:** The Committee voted unanimously to recommend that the Board support this proposed amendment.

**Board of Directors Position:** After review and careful consideration, the Board of Directors voted unanimously to support the amendment.

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**Amendment 2:** The Colorado Chapter proposes to amend Articles 10.1 and 10.2 as follows:

The Board of Directors shall adopt a policy, “which may be amended from time to time, on the Code Development Process for the International Codes®

**10.1 Governmental Consensus Process:** The International Building Code®, the International Residential Code®, the International Fire Code®, the International Plumbing Code® and the International Mechanical Code® and all of their successor codes shall be developed and/or maintained through the International Code Council Governmental Consensus Process whereby the final action on any code content shall be by vote of the Governmental Member Representatives of the International Code Council.

**10.2 Board of Directors Policy:** The Board of Directors shall adopt a policy, which may be amended from time to time, on the Code Development Process for all other aspects of code development for the International Codes®.

**Reason:** None provided.

**Committee Recommendation:** The Committee voted unanimously to recommend that the Board make no recommendation concerning this proposed amendment.

**Board Position:** After review and careful consideration, the Board of Directors voted that they cannot support the proposed amendment for the following reasons:

1. The concept “International Code Council Governmental Consensus Process” is not defined.
2. It references some International Code Council codes but not others without an apparent rationale for excluding others.
3. It creates a conflict with other provisions of the Bylaws regarding the voting rights of honorary members.

# 2007 Proposed Bylaw Changes

In response to member feedback about issues concerning the International Code Council governance structure, the Board of Directors approved the formation of the Governance Review Ad Hoc Committee (GRC) in 2005. This broad-based committee was charged with reviewing the Code Council's form of governance. The GRC was chaired by Wally Bailey, International Code Council President. Membership of the committee consists of two board members, two past presiding officers and 11 representatives either from established regions or based on recommendations from the various chapters within each region not yet established. The committee was asked to look at various governance models from similar organizations. The Committee's final report was published on April 19, 2007, and is available on the Code Council web site at [www.iccsafe.org/membership/governance/](http://www.iccsafe.org/membership/governance/).

The Committee's recommended changes are being submitted to the members and the Board of Directors for action. The report includes five key recommendations. Three of the recommendations concerning Conduct of Elections, Nominating Process and an International Council were policy based and are within the Board of Directors' authority to act on. The other two recommendations require a change to the Code Council's Bylaws and require the approval of the membership.

Proposed Bylaw amendments 3 and 4 are submitted on behalf of the Governance Review Ad Hoc Committee. Proposed amendment 3 deals with the size of the Board of Directors and number 4 concerns the makeup of the board, which should include a combination of at-large and geographical-specific positions.

**Amendment 3:** Amend Articles 4 and 5 as follows:

## ARTICLE IV — LIMITATION BY GEOGRAPHICAL REPRESENTATION

**4.1 Limitations:** To encourage wide geographical representation, no more than two Governmental Member Representatives designated by Governmental Members located in the same state or province may serve simultaneously on any one committee, nor may more than two Governmental Members Representatives designated by Governmental Members located in the same state or province serve simultaneously on the Board of Directors.

**4.2 Distribution:** To provide for geographical distribution of the Board of Directors, the following sections are established.

**Table 4.2**

Section A	Alaska, British Columbia, Washington, Oregon, California, Nevada, Hawaii
Section B	Idaho, Montana, Wyoming, North Dakota, South Dakota, Minnesota, Iowa, Wisconsin, Alberta, Saskatchewan, Manitoba
Section C	Utah, Arizona, Colorado, New Mexico, Oklahoma, Texas, Arkansas, Mexico
Section D	Nebraska, Kansas, Missouri, Illinois, Michigan, Indiana, Ohio, Kentucky, Ontario
Section E	Maine, Vermont, New Hampshire, New York, Massachusetts, Connecticut, Rhode Island, Pennsylvania, New Jersey, Delaware, Maryland, West Virginia, Virginia, Quebec, New Brunswick, Nova Scotia, Prince Edward Island, Newfoundland
Section F	Tennessee, Louisiana, Mississippi, Alabama, North Carolina, South Carolina, Georgia, Florida, the Caribbean

**4.3 Transition:** The seat of the most senior Director-at-Large within a Section, as provided in Table 4.2, shall be designated as the Section seat, at the end of the term. Full terms for Section seats shall start in accordance with Table 4.3

Sections C & F	2008
Sections B & D	2009
Sections A & E	2010

In the event the term of the senior Director in a Section does not coincide with Table 4.3, the designation of an open seat for the Section shall be determined by the Board of Directors. Section 4.3 shall sunset on January 1, 2011, and shall editorially be deleted from the Bylaws.



## ARTICLE V — BOARD OF DIRECTORS

**5.1 Governing Body:** Subject to the limitations of the Articles of Incorporation, these Bylaws and the laws of the State of California, all corporate powers shall be exercised by the Board of Directors. The Board of Directors shall be composed of the following: President, Vice President, Secretary/Treasurer, the most Immediate Past President eligible, ~~and, 14~~ eight Directors-at-Large, and six Sectional Directors, one each from the geographical sections, as provided for in Section 4.2. Each member of the Board of Directors shall be a Governmental Member Representative. ~~Directors-at-Large~~ All members of the Board of Directors, except as provided in the Bylaws, shall be elected for a term of three years, and shall not serve for more than two consecutive full terms. However, nothing in this section shall preclude a Director initially appointed to a one- or two-year term, or appointed or elected to fill an unexpired term, from being elected to two subsequent full term(s). All Directors elected for a Section seat shall be and remain, throughout their term, a Governmental Member Representative for a Governmental Member within the applicable Section.

**Reason:** The Governance Committee thoroughly reviewed member feedback and studied governance models concerning the Code Council Board of Directors. The Committee concluded that a board comprised of both geographic and at-large members could be designed to meet all of our members' needs.

**Committee Recommendation:** The Committee voted unanimously to recommend that the Board make no recommendation concerning this proposed amendment.

**Board Position:** After review and careful consideration, the Board of Directors voted to accept the recommendation of the Bylaws Committee that the Board make no recommendation concerning this proposed amendment.

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**Amendment 4:** Amend Article 5 as follows:

**Option 1-If Bylaw amendment 3 is approved:**

**5.1 Governing Body:** Subject to the limitations of the Articles of Incorporation, these Bylaws and the laws of the State of California, all corporate powers shall be exercised by the Board of Directors. The Board of Directors shall be composed of the following: President, Vice President, Secretary/Treasurer, the most Immediate Past President eligible, eight Directors-at-Large, and six Sectional Directors, one each from the geographical sections, as provided for in Section 4.2. Except as provided herein, each member of the Board of Directors shall be a Governmental Member Representative. All members of the Board of Directors, except as provided herein, shall be elected for a term of three years, and shall not serve for more than two consecutive full terms. However, nothing in this section shall preclude a Director initially appointed to a one- or two-year term, or appointed or elected to fill an unexpired term, from being elected to two subsequent full term(s). All Directors elected for a Section seat shall be and remain, throughout their term, a Governmental Member Representative for a Governmental Member within the applicable Section.

**5.2 Public Interest Board Members:** In addition to the number of Directors provided in Section 5.1, there shall be two public interest seats on the Board of Directors. The public interest seats shall be filled at the discretion of the Board of Directors. The positions shall serve a one-year term, and have full voting rights. Individuals who serve as a Public Interest Director shall not serve as an officer. The Board shall establish a Council Policy on Public Interest seats.

# 2007 Proposed Bylaw Changes

## Option 2 - If Bylaw amendment 3 is not approved:

**5.1 Governing Body:** Subject to the limitations of the Articles of Incorporation, these Bylaws and the laws of the State of California, all corporate powers shall be exercised by the Board of Directors. The Board of Directors shall be composed of the following: President, Vice President, Secretary/Treasurer, the most Immediate Past President eligible, and 14 Directors-at-Large. Except as provided herein, each member of the Board of Directors shall be a Governmental Member Representative. Directors-at-Large shall be elected for a term of three years, and shall not serve for more than two consecutive full terms. However, nothing in this section shall preclude a Director initially appointed to a one- or two-year term, or appointed or elected to fill an unexpired term, from being elected to two subsequent full term(s).

**5.2 Public Interest Board Members:** In addition to the number of Directors provided in Section 5.1, there shall be two public interest seats on the Board of Directors. The public interest seats shall be filled at the discretion of the Board of Directors. The positions shall serve a one-year term, and have full voting rights. Individuals who serve as a Public Interest Director shall not serve as an officer. The Board shall establish a Council Policy on Public Interest seats.

**Reason:** The Committee concluded that the members should amend the Bylaws to give the Board the authority to appoint up to two public interest members. These members would serve one-year terms, and would have full voting rights. The Committee concluded that the Public Interest seats would demonstrate the Code Council's commitment to serve all of society as well as its governmental membership.

**Committee Recommendation:** The Committee voted unanimously to recommend that the Board support this proposed amendment. (Note: There are two options, depending on the outcome of Governance Committee Proposal No. 1. They have minor technical differences but are substantively the same.)

**Board Position:** After review and careful consideration, the Board of Directors voted to accept the recommendation of the Bylaws Committee that the Board support this proposed amendment.







# Proposed Member Resolutions

## RESOLUTION 2007-1 OF THE ANNUAL MEETING OF THE MEMBERS CONCERNING CONFERENCE SITE

**WHEREAS** the members of International Code Council, Inc., did assemble at the Code Council’s 5th Annual Conference in Reno, Nevada, on September 30 – October 3, 2007; and

**WHEREAS** the Annual Conference provides a generous opportunity for code development, education, communication and enjoyment; and

**WHEREAS** the Northern Nevada and Southern Nevada host chapters, the State of Nevada, the City of Reno and the Grand Sierra Resort did extend the hand of friendship and hospitality to all those in attendance; and

**WHEREAS** the Northern Nevada and Southern Nevada chapters planned and hosted many activities for the membership’s enjoyment; now, therefore,

**BE IT RESOLVED** that those members here assembled on October 2, 2007, at the Council’s Annual Business Meeting, do hereby express their sincere thanks and appreciation to Northern Nevada and Southern Nevada host chapters, the citizens of the State of Nevada and City of Reno as well as to the employees of the Grand Sierra Resort for their warm greeting and hospitality.

## RESOLUTION 2007-2 OF THE ANNUAL MEETING OF THE MEMBERS CONCERNING DECEASED MEMBERS

**WHEREAS** the members of International Code Council, Inc., did assemble at Code Council’s 5th Annual Conference in Reno, Nevada, on September 30 – October 3, 2007; and

**WHEREAS** those members here assembled on October 2, 2007, at the Council’s Annual Business Meeting, do hereby pay tribute to the memory of following departed members:

<b>Al Brown</b> (Retired) West Valley City, Utah	<b>Ed Locke</b> St. Paul, Minnesota	<b>Harold Owens</b> Okaloosa County, Florida
<b>Dennis Burrignt</b> Benton County, Oregon	<b>Charles William Love, Jr.</b> Huntsville, Alabama	<b>Brent Snyder</b> Lebanon, Indiana
<b>John Clement</b> County of Maui, Hawaii	<b>Gregg Mays</b> Irving, Texas	<b>Bobby Spain</b> Metro Nashville/Davidson County, Tennessee
<b>Mickey C. Cochran, Sr.</b> Waco, Texas	<b>G. Michael Medcalf</b> Hazelwood, Missouri	<b>Larry Tarrant</b> Clark County, Washington
<b>Chris Cooligan</b> Mason, Michigan	<b>Jerry Murrell</b> City of Florence, Oregon	<b>Joe Titus</b> Henderson, Nevada
<b>Becky Fauver</b> Everett, Washington	<b>William R. Myers</b> Culpeper County, Virginia	<b>James Taylor</b> Westlake, Texas
<b>Ed Lawrence</b> Alabama Plumbing, Gas Examining Board		

**WHEREAS** these members had long and successful careers; and

**WHEREAS** by their loyal devotion to duty and faithful discharge of their responsibilities added prestige to their association, community, and life; now, therefore,

**BE IT RESOLVED** that we extend our most sincere sympathy to the friends and members of their families. May they find consolation in their time of sorrow and may these words of appreciation and high regard be of solace to them now and in the years to come.



### **RESOLUTION 2007-3 OF THE ANNUAL MEETING OF THE MEMBERS CONCERNING STANDING COMMITTEES & THE ANNUAL CONFERENCE COMMITTEE**

**WHEREAS** the members of International Code Council, Inc., did assemble at the Code Council's 5th Annual Conference in Reno, Nevada, on September 30 – October 3, 2007; and

**WHEREAS** the International Code Council could not fulfill its mission without the assistance of its member volunteers; and

**WHEREAS** throughout the year scores of volunteers have contributed their time and knowledge to the standing committees established to carry out the work of this organization; and

**WHEREAS** the International Code Council could not convene this Annual Conference without the guidance and planning efforts of the Annual Conference Committee; now, therefore,

**BE IT RESOLVED** that those members here assembled on October 2, 2007, at the Council's Annual Business Meeting, do hereby express their sincere thanks and appreciation to the members of the standing committees in Certification and Testing, Code Development, Government Relations, Training and Education, and Technical Services; and

**BE IT FURTHER RESOLVED** that those members here assembled on October 2, 2007, at the Annual Business Meeting, do hereby express their sincere thanks and appreciation to the members of the Annual Conference Committee without whom this conference would not have been a success.

### **RESOLUTION 2007-4 OF THE ANNUAL MEETING OF THE MEMBERS CONCERNING THE IMMEDIATE PAST PRESIDENT**

**WHEREAS** the members of International Code Council, Inc., did assemble at the Code Council's 5th Annual Conference in Reno, Nevada, on September 30 – October 3, 2007; and

**WHEREAS** the International Code Council succeeds due to the leadership of its elected officers and directors; and

**WHEREAS** the role of Immediate Past President is reserved for those board members who have given their personal and professional time over the course of many years in the interest of serving the organization; and

**WHEREAS** serving as Immediate Past President represents the culmination of successful service to the board and the members which few achieve; now, therefore,

**BE IT RESOLVED** that those members here assembled on October 2, 2007, at the Council's Annual Business Meeting, do hereby express their sincere gratitude and appreciation to Immediate Past President Henry Green for his dedicated service to the members of the International Code Council during his years of service on the Board of Directors.



# Proposed Member Resolutions

## **RESOLUTION 2007-5 OF THE ANNUAL MEETING OF THE MEMBERS CONCERNING RETIRED MEMBERS**

**WHEREAS** the members of International Code Council, Inc., did assemble at the Code Council's 5th Annual Conference in Reno, Nevada, on September 30 – October 3, 2007; and

**WHEREAS** throughout the year there have been members in all categories who have concluded careers in code enforcement and the construction professions and have retired; and

**WHEREAS** those members have had long and illustrious careers and the respect of their peers; and

**WHEREAS** their devotion to duty and faithful discharge of their professional responsibilities have added prestige to their association and community; now, therefore,

**BE IT RESOLVED** that those members here assembled on October 2, 2007, at the Council's Annual Business Meeting, do hereby pay tribute to those members recently retired; and

**BE IT FURTHER RESOLVED** that we extend our most sincere appreciation to them for their contributions to the safety and security of the public in the built environment.

## **RESOLUTION 2007-6 OF THE ANNUAL MEETING OF THE MEMBERS CONCERNING ICC GOVERNMENTAL CONSENSUS PROCESS**

**WHEREAS** the International Code Council is a member-focused organization; and

**WHEREAS** the members of the Code Council have a significant interest in the mission of the association; and

**WHEREAS** Code Council members adopt the International Codes at the local, county, state and national level to protect their jurisdictions and the citizens they serve; and

**WHEREAS** the quality of the construction and safety provisions that comprise the International Codes is a direct result of the code development process that is established in the International Code Council Policy #CP 28-05 (Code Council process); and

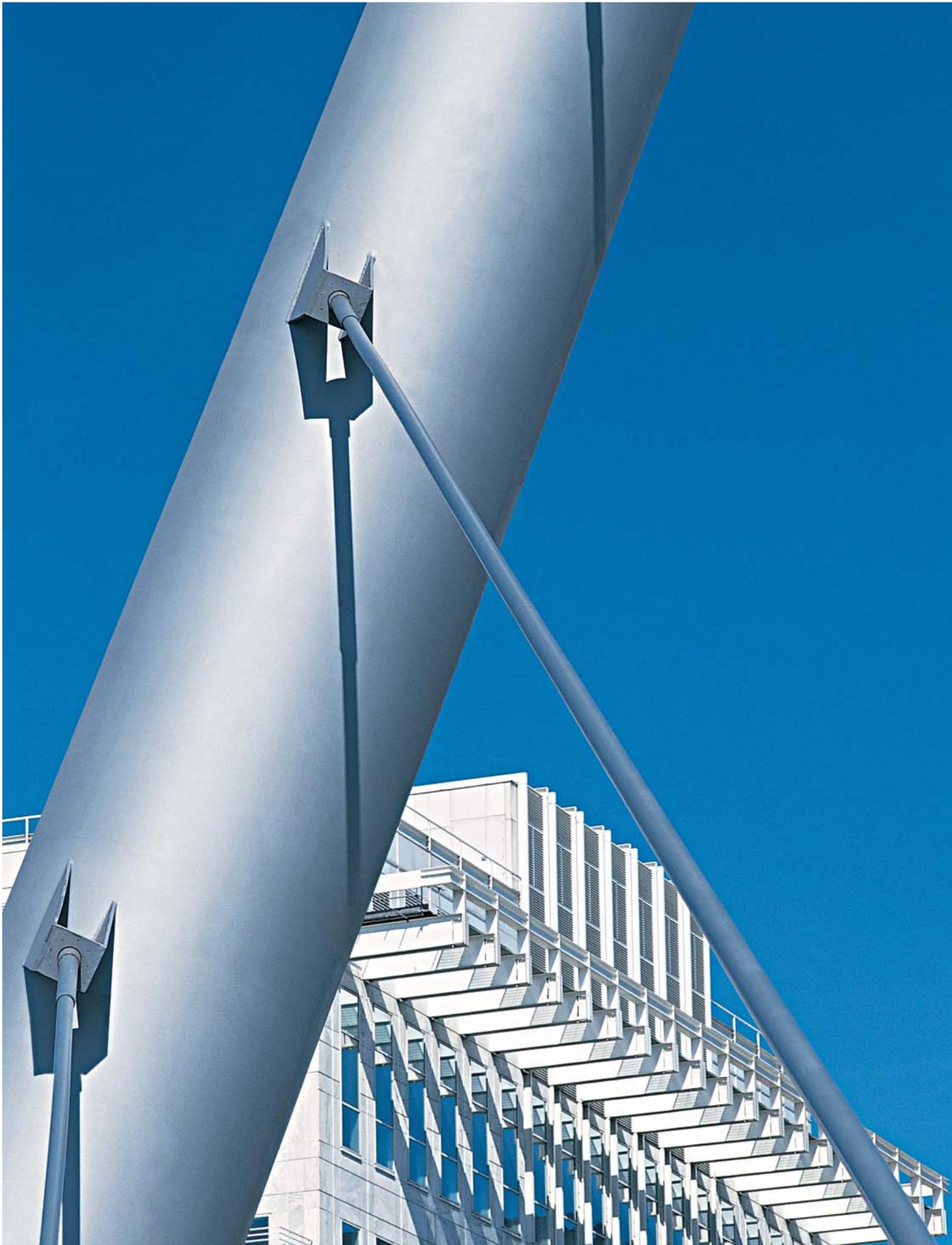
**WHEREAS** the Code Council process is open, balanced and fairly considers the views of all who participate; and

**WHEREAS** a central feature of the Code Council process is the reservation of final action on code change proposals to governmental member representatives and honorary members of the Council; and

**WHEREAS** this feature is widely known by the Code Council members as the Governmental Consensus Process; and

**WHEREAS** the Governmental Consensus Process is considered by the Code Council members and International Code Council Board to be one of the principles that defines the integrity of the International Code Council; now, therefore,

**BE IT RESOLVED** that the Governmental Consensus Process is a core value of the International Code Council and it is the policy of the Board of Directors that there shall be no change to this principle without the affirmation of two-thirds of the voting members (governmental and honorary members) responding, and that those members here assembled on October 2, 2007, at the Code Council's Annual Business Meeting, do hereby approve this resolution.



# Governing the Conduct of Elections

## ELECTIONS OF OFFICERS AND DIRECTORS SHALL BE CONDUCTED IN ACCORDANCE WITH THE INTERNATIONAL CODE COUNCIL BYLAWS AND CP 19-03

### CP 19-03 GOVERNING THE CONDUCT OF ELECTIONS

Approved: 1/17/04

Revised: 3/17/06

This policy outlines the procedures for the conduct of elections at the Code Council Annual Business Meeting.

- 1.0 Nominating Committee Report:** When the agenda item concerning nominations for elections has been reached, the President shall call upon the Chair of the Nominating Committee for a report. The report of the Nominations Committee shall consist of one nominee for each vacant seat. The Chair of the Nominating Committee shall read the entire list of nominations.
- 2.0 Election & Floor Nominations:** The President shall then proceed to conduct the elections by calling to the floor the election of each individual seat being vacated, the corresponding Nominating Committee nomination and then call for nominations from the floor. Floor nominations shall only be made by members in good standing eligible to vote in the election. Floor nominations shall be seconded by a member in good standing eligible to vote in the election. The President shall request nominations from the floor three times for the position under consideration until there are no more floor nominations. At this point, the nominations for that position shall be closed and the election shall proceed to the voting for that seat. On completion of the election for that seat, the President shall proceed with the nominations for the following seat.
- 3.0 Voice Vote:** If no nominations for an open seat are made from the floor, the President shall call for a voice vote for the seat under consideration. The President shall determine and declare the result of the election. When there is more than one nominee for a vacant seat, the election shall be by ballot vote.
- 4.0 Tally Judges:** If any open seat has more than one nominee a paper ballot is required. The President shall appoint Tally Judges in such a number as the President considers necessary, but shall in no case be less than three, to distribute, collect and count the ballots. Any nominee for a contested seat may request an observer to be present during the counting of the ballots.
- 5.0 Ballot:** The Secretary/Treasurer shall provide paper ballots in sufficient number to accommodate all voting members present. Alternatively, a sufficient number of electronic voting devices shall be provided to accommodate all voting members. In the event, the electronic devices are inoperable, the Secretary/Treasurer shall provide paper ballots as provided above. Each person qualifying as an eligible voting Governmental Member Representative or Honorary Member in accordance with the Bylaws shall be entitled to a single ballot and one vote, regardless of the number of Governmental Members a person represents. The Board shall establish procedures for the use of electronic devices to assure the security of the voting process.
- 6.0 Ballot Voting:** The President shall announce, prior to the distribution of the ballots how the ballots should be marked including instructions on how members can write in their additional choice for the seat under consideration. A ballot shall contain only one vote for each seat vacant if it is to be counted.

Prior to voting, all candidates nominated by the Nominating Committee or from the floor will be given the opportunity to speak and/or have others speak on their behalf.

A voting member may write in the name of any person, who is qualified to be elected, for any seat whether or not the person has been duly nominated from the floor or by the committee. Only legible names shall be counted.

- 7.0 Ballot Distribution:** When the President has completed the instructions to the voting members, the Secretary/Treasurer shall give the ballots to the Tally Judges for distribution to the voting members. The President then will ask the voting members to record their votes on the ballots.



**8.0 Ballot Collection:** After a reasonable time, the President will instruct the Tally Judges to collect the ballots from the voting members.

**9.0 Ballot Counting:** When the ballots have been collected, the President will instruct the Tally Judges to retire to a convenient place to count and record the ballots. One observer selected by each nominee may observe the Tally Judges during the counting of the ballots and the preparation of the return. An observer shall not, however, interfere with the Tally Judges in the performance of their duties. Any alleged irregularities in the ballot counting shall be brought to the attention of the President prior to the report of the Tally Judges being delivered to the President.

The Tally Judges shall count each ballot and shall prepare a report for the President which states the number of votes cast for each person. At the conclusion of the ABM, the Tally Judges shall deliver the ballots to the Chief Executive Officer, who shall preserve the same for a period of six months after the date of the election. After the expiration of such six month period, the Chief Executive Officer shall destroy the ballots.

**10.0 Ballot Results:** Upon receipt of the report of results from Tally Judges, the President shall read the same and declare the results to the members. In the event of a tie vote, the President shall call for further voting by the voting members present with respect to the tied candidates. Such further voting may be by a show of hands or, at the request of any voting member, by written ballot. In the event that such further voting is done by written ballot, the procedure set forth above shall be followed. Upon the determination of the results of such further voting, the President shall declare the results thereof.

**11.0 Majority Vote:** In accordance with Section 5.4 of the International Code Council Bylaws, all Directors must be elected by a majority of the voting members present and voting. Accordingly, if the number of candidates does not exceed the number of open seats, the election shall be conducted in accordance with Section 3.0 of this policy and the candidates shall be deemed to have received a majority vote.

**12.0 Failure to achieve a majority:** During an election to fill an open Board seat, should no candidate receive a majority vote (50% +1) a run-off election shall be held. The candidates standing for the run-off election shall be the two candidates with the highest number of the votes received during the initial ballot.

**13.0 Advertising:** The Code Council shall not publish campaign material for the Board of Directors in the Building Safety Journal.

## **BYLAWS OF THE INTERNATIONAL CODE COUNCIL, INC.**

**A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION**

Revised April 5, 2007

### **ARTICLE I — NAME AND OBJECTIVES**

**1.1 Name -** This organization shall be known as the International Code Council, Inc., hereinafter in these Bylaws referred to as the “Council” or the “Corporation”.

**1.2 General Purposes -** The Council is a nonprofit public benefit corporation and is not organized for the private gain of any person. The Corporation is organized exclusively as an organization described in Section 501(c)(6) of the Internal Revenue Code of 1986, as amended, or the corresponding provision in any future United States internal revenue law (the “Code”). Notwithstanding any other provision herein, the Corporation shall not engage in a regular business activity of a kind ordinarily carried on for profit and shall not carry on any other activity not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c)(6) of the Code. It is organized under the Nonprofit Public Benefit Corporation Law for public and charitable purposes. Such purposes specifically include:

With respect to buildings and structures: (a) the lessening of burdens of government through the development, maintenance and publication of model statutes and standards for the use by federal, state and local governments in connection with the administration of building laws and regulations, and (b) the lessening of the burdens of government through the performance of certain services for the benefit of federal, state and local governments in connection with the administration of building law and regulation.

**1.3 Principal Office -** The Corporation shall have and continuously maintain a registered office in the State of California and a registered agent whose principal business office is identical with such registered office.

# Bylaws of the International Code Council, Inc.

## ARTICLE II — MEMBERSHIP

**2.1 Categories of Membership** - The Council shall have the following categories of voting membership:

**2.1.1 Governmental Member** - A Governmental Member shall be a governmental unit, department or agency engaged in the administration, formulation or enforcement of laws, ordinances, rules or regulations relating to the public health, safety and welfare. Each Governmental Member shall designate its Primary Representative who will receive benefits of membership in the Council on behalf of the Governmental Member as determined by the Board of Directors from time to time.

**2.1.1.1 Governmental Member Voting Representatives** - Each Governmental Member shall exercise its right to vote through its designated Governmental Member Voting Representatives, and shall be entitled to the number of Governmental Member Voting Representatives as specified in Table 2.1.1.1. Governmental Member Voting Representatives shall be designated in writing, by the Governmental Member, and shall be employees or officials of the Governmental Member or departments of the Governmental Member, provided that each of the designated voting representatives shall be an employee or a public official actively engaged either full or part time, in the administration, formulation or enforcement of laws, ordinances, rules or regulations relating to the public health, safety and welfare. The designation of a Governmental Member Voting Representative may be changed by the Governmental Member, in writing, from time to time.

Table 2.1.1.1

Population	Voting Representatives
0-50,000	4
50,001-150,000	8
Over 150,000	12

**2.1.2 Honorary Member** - An individual who has rendered outstanding service to the Council, and whose name shall be proposed by the Board of Directors and confirmed by a majority vote of the Governmental Member Representatives at an Annual Business Meeting.

**2.1.3 Non-voting categories:** The Board of Directors shall establish the non-voting categories of membership as may be necessary for the adequate representation of all parties interested in association with the International Code Council. Non-voting categories shall provide for membership of individuals and corporate entities and shall include, but not necessarily be limited to, employees of governmental units, design professionals, corporations, educational institutions, not-for-profit associations, and other individuals interested in the purposes and objectives of the Council.

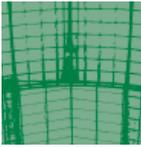
**2.2 Classification by the Board of Directors** - All applications for membership shall be subject to classification by and approval of the Board of Directors. Applicants shall be eligible for membership on approval of the membership application by the Board and on timely payment of such dues and fees as the Board may fix from time to time. This authority may be delegated by the Board of Directors to the Chief Executive Officer.

**2.3 Dues** - The annual dues for each membership category shall be established by the Board of Directors. In no case shall a person be considered in good standing, or be qualified to exercise membership participation or entitled to receive any privilege of membership, who is in default in payment of dues for three months, except as may be extended by the Board of Directors.

**2.4 Termination** - A membership in the Council shall terminate on occurrence of any of the following events:

- (a) Resignation of the member;
- (b) Expiration of the period of membership, unless the membership is renewed on the renewal terms fixed by the Board;
- (c) The member's failure to pay dues, fees or assessments, as set forth by the Board, after they are due and payable;
- (d) Any event that renders the member ineligible for membership, or failure to satisfy membership qualifications.

**2.5 Nonliability of Members** - A member of the Corporation shall not be personally liable, solely because of membership, for the debts, obligations, or liabilities of the Corporation.



## ARTICLE III -- VOTING MEMBERS

Only Governmental Member Representatives and Honorary Members shall have the right to vote on any matters under these Bylaws, including but not limited to, the right exercised through those individuals eligible to vote for the election of a Director or Directors, or on a disposition of all or substantially all of the assets, or on a dissolution, or on any changes to the Articles of Incorporation or the Bylaws. Only the Governmental Member Representatives and Honorary Members shall be permitted to make motions and to vote on any issue at the Annual Business Meeting, special meetings and written consents. Voting by proxy is not permitted. Any person designated as a voting representative of more than one Governmental Member or who is also an Honorary Member shall be entitled to only one vote.

## ARTICLE IV — LIMITATION BY GEOGRAPHICAL REPRESENTATION

To encourage wide geographical representation, no more than two Governmental Member Representatives designated by Governmental Members located in the same state may serve simultaneously on any one committee nor may more than two Governmental Members Representatives designated by Governmental Members located in the same state serve simultaneously on the Board of Directors.

## ARTICLE V — BOARD OF DIRECTORS

**5.1 Governing Body** - Subject to the limitations of the Articles of Incorporation, these Bylaws and the laws of the State of California, all corporate powers shall be exercised by the Board of Directors. The Board of Directors shall be composed of the following: President, Vice President, Secretary/Treasurer, the most Immediate Past President eligible and, 14 Directors-at-Large. Each member of the Board of Directors shall be a Governmental Member Representative; Directors-at-Large shall be elected for a term of three years, and shall not serve for more than two consecutive full terms. However, nothing in this section shall preclude a Director initially appointed to a one or two year term, or appointed or elected to fill an unexpired term, from being elected to two subsequent full term(s).

**5.2 Resignation, Disqualification and Vacancies** - If the office of any Director becomes vacant by reason of death, resignation, disqualification, removal or other cause, the President (or in the case the office of President is vacant, the Vice President) shall appoint a successor for the unexpired term and until his or her successor is elected and qualified at the next annual business meeting, subject to the ratification of the Board of Directors. Any Director, who ceases to be a designated Governmental Member Representative, for a period exceeding 60 days, shall automatically forfeit his or her position as a Director.

**5.2.1 Military Leave** - Board members called to and serving active military duty shall not thereby become disqualified as a member of the board.

**5.3 Removal of a Director** - Any Director may be removed from office upon the vote of two-thirds of the Voting Members present and voting at a meeting of the members, so long as the number of votes cast in favor of removal is at least two-thirds of those necessary for a quorum.

**5.4 Election** - Except as provided herein, the Board of Directors shall establish policies governing the conduct of elections and copies thereof shall be provided to any member requesting a copy. At each Annual Business Meeting a majority of the Voting Members present and voting shall elect such number of directors as necessary to fill vacancies of directors whose terms expire as of such meeting.

**5.5 Quorum** - At all meetings of the Board of Directors, two thirds of the voting directors then in office shall constitute a quorum for transaction of business, and the act of a majority of the voting directors present at the meeting at which there is a quorum shall be the act of the Board of Directors, except as may be otherwise specifically provided by the law of the State of California or by the articles of incorporation. If a quorum shall not be present at any meeting of the Board of Directors, the directors present there at may adjourn the meeting from time to time, without notice other than announcement at the meeting until a quorum shall be present.

**5.5.1 Written Action** - Unless otherwise restricted by the articles of incorporation or these Bylaws, any action required or permitted to be taken at any meeting of the Board of Directors may be taken without a meeting, if all voting members of the Board of Directors consent thereto in writing, and the writing or writings are filed with the minutes or proceedings of the Board of Directors.

**5.5.2 Participation in Meetings by Conference Telephone** - Members of the Board of Directors may participate in a meeting through use of conference telephone, electronic video screen communication, or other communication equipment if all of the following apply: (1) each director participating in the meeting can communicate with all of the other directors concurrently, (2) each director is provided the means of participating in all matters before the Board of Directors, including the capacity to propose, or to interpose an objection, to a specific action to be taken by the corporation and (3) the corporation adopts and implements some means of verifying both that (i) a person participating in the meeting is a director or other persons entitled to participate in the Board of Directors meeting and (ii) all actions of, or votes by, the Board of Directors are taken or cast only by the directors and not by persons who are not directors.

# Bylaws of the International Code Council, Inc.

## 5.6 Meetings of the Board of Directors -

**5.6.1 General** - The Annual Meeting of the Board of Directors shall be held in conjunction with the time and place of the Annual Business Meeting. The Board of Directors shall meet at such other times and in such places as it may determine, and otherwise upon the call of the President or of a majority of the Board of Directors. Motions and votes at such meetings shall be duly recorded.

**5.6.2 Organizational Meeting** - At the conclusion of the Annual Business Meeting, the Board of Directors shall hold an organizational meeting at which time it may transact any necessary business, including any appointments pertinent to the on-going business.

**5.6.3 Closed Meetings** - A meeting or portion of a meeting of the Board of Directors may be closed to persons not serving on the Board of Directors by a vote of the Board of Directors when matters that are sensitive to the purpose of the Council, including but not limited to budget, personnel, legal actions, and proprietary practices or materials are to be discussed. The Board of Directors may invite persons who are not members of the Board of Directors to attend portions, or all, of such closed meetings in an advisory capacity.

**5.7 Authority** - The Board of Directors may adopt any policy or procedure, or authorize any administrative action in the best interest of the Council and its membership.

**5.8 Emergency Actions** - In the event that the Board of Directors determines an emergency amendment to any International Code® or standard or supplements thereto is warranted, the same may be adopted by the Board of Directors. Such action shall require an affirmative vote of at least two-thirds of the Board of Directors. The membership shall be notified, within ten days after the Board of Directors' official action, of any emergency amendment. At the next Annual Business Meeting any emergency amendment shall be presented to the members for ratification by a majority of the Governmental Member Representatives present and voting.

## ARTICLE VI — OFFICERS

**6.1 Officers and Election** - Election of officers for the ensuing year shall be held at the annual business meeting. The Officers of the Council shall consist of a President, Vice President, and Secretary/Treasurer (who shall be the chief financial officer of the Corporation), elected from the Board of Directors by the voting members present and voting at the annual business meeting. At no time shall more than one Governmental Member Representative located in the same state serve as an Officer. Such Officers shall take office beginning at the conclusion of the Annual Business Meeting and shall serve until adjournment of the following Annual Business Meeting or until their successors are duly elected and qualified. Officers' tenure shall be limited to 1 single, full-year, term in each office.

**6.2 Duties of President** - The President shall preside at the Annual Business Meeting, special meetings of the members and at meetings of the Board of Directors. The President shall be a regular member and preside at meetings of the Executive Committee and shall be an ex officio nonvoting member of all other committees. The President shall have other such duties as are prescribed by the Board of Directors or these Bylaws. Officers shall not act in their official capacity by proxy.

**6.3 Duties of the Vice President** - The Vice President shall act and perform the duties of the President during the President's absence from any meetings of this Corporation or the Board of Directors, or by a vote of the Board of Directors in case of disability of the President, and shall assist the President in the conduct of the office of President. Officers shall not act in their official capacity by proxy.

**6.4 Duties of the Secretary/Treasurer** - The Secretary/Treasurer shall be responsible for keeping the minutes and records of meetings, maintaining correspondence, receiving and disbursing funds, supervising financial affairs, approving expenditures as provided by resolution of the Board of Directors, and generally performing such official duties of a Secretary/Treasurer of a corporation. The Board of Directors may designate the Chief Executive Officer as the official agent for all or portions of such duties. Officers shall not act in their official capacity by proxy.

**6.5 Resignation, Disqualification and Vacancies** - If the position of any Officer becomes vacant by reason of death, resignation, disqualification, removal or other cause, the President (or in the case the office of President is vacant, the Vice President) shall appoint a successor for the unexpired term and until his or her successor is elected and qualified at the next annual business meeting, subject to the ratification of the Board of Directors. Any Officer who ceases to be a member of the Board of Directors shall automatically forfeit his or her position as an Officer.

## ARTICLE VII — EXECUTIVE COMMITTEE

**7.1 Executive Committee Members** - There shall be an Executive Committee of the Board of Directors. The members of the Executive committee shall be composed of the President, the Vice President, the Secretary/Treasurer and the Immediate Past President.

**7.2 Powers and Duties** - The Executive Committee shall have authority to act in such matters as are specifically delegated by the Board of Directors. The Executive Committee and the Chief Executive Officer shall meet as necessary, between meetings of the Board of Directors, at a date and place designated by the President and shall have authority to take such action as they deem prudent, in the furtherance of the general objectives of the Council, reporting such actions to the Board of Directors at their next meeting.

## ARTICLE VIII — ADMINISTRATION

**8.1 Chief Executive Officer** - The Board of Directors shall appoint a Chief Executive Officer and such other officers as it shall designate, who shall serve at the pleasure of the Board. The Board of Directors shall fix the Chief Executive Officer's compensation. The Chief Executive Officer shall manage the affairs of the Council within the policies established by the Board of Directors and shall perform such other duties as may be assigned by the Board of Directors to the Chief Executive Officer. Neither the Chief Executive Officer nor any other officer appointed by the Board shall have a vote in the proceedings of this Council or of the Board of Directors.

## ARTICLE IX — MEETINGS OF THE MEMBERS

**9.1 Annual Business Meeting** - A regular meeting of the Governmental Member Representatives, herein referred to as the Annual Business Meeting shall be held each calendar year at a time and place designated by the Board of Directors.

**9.1.1 Order of Business Meeting** - The items of business at the Annual Business Meeting shall include, but not be limited to, the following:

- |  |                             |
|--|-----------------------------|
| 1. Call to order.                              | 7. Treasurer's Report.      |
| 2. Reading of Meeting Notice.                  | 8. Report of the President. |
| 3. Determination of a quorum.                  | 9. Unfinished business.     |
| 4. Approval of minutes of previous meeting(s). | 10. Resolutions.            |
| 5. Announcement of the Officers-Elect.         | 11. Adjournment.            |
| 6. Election of Directors-at-Large.             |                             |

The order of business as announced at the meeting may be changed by a majority vote of the Governmental Member Representatives present and voting at the Annual Business Meeting.

**9.2 Special Meetings** - Special Meetings of the Governmental Member Representatives may be called at any time by the President with approval of two-thirds of the Board of Directors. The President shall call a special meeting upon the receipt of a valid petition, specifying purpose of the special meeting and bearing the names, titles, addresses, and signatures of five percent of the Governmental Member Representatives.

**9.3 Quorum** - A quorum for the transaction of business at any annual or special meeting shall consist of 100 Governmental Member Representatives.

**9.4 Meeting Notice** - A notice of the time and place of a special meeting shall be published not less than 60 days prior to the start of the special meeting. A notice of the time and place of the Annual Business Meeting shall be published not less than 60 days prior to the start of the Annual Business Meeting.

**9.5 Eligibility to Vote** - Governmental Member Representatives and Honorary Members (collectively, the "Voting Members") in good standing under these Bylaws shall be entitled to vote at any meeting of Governmental Member Representatives. Each Governmental Member Representative and Honorary Member entitled to vote may cast one vote on each matter submitted to a vote of the Governmental Member Representatives. Any person designated as a Governmental Member Representative of more than one Governmental Member or who is also an Honorary Member shall be entitled to only one vote.

# Bylaws of the International Code Council, Inc.

## ARTICLE X — CODE DEVELOPMENT PROCESS

The Board of Directors shall adopt a policy, which may be amended from time to time, on the Code Development Process for the International Codes®.

## ARTICLE XI — COMMITTEES

**11.1 Committees, Councils** - The Board of Directors may establish committees and councils as it shall deem advisable. The President shall, with the concurrence of the Board, appoint or replace all members of committees and councils not otherwise specifically provided for herein.

**11.2 Board Authority** - Any member of any committee or council may be removed by the Board at any time, subject to the limitations of the laws of the State of California, and subject to any limitations of the Articles of Incorporation or Bylaws regarding actions which require approval of the Governmental Member Representatives and Honorary Members. Each committee or council shall be under the direction of the Board and shall have such authority as shall be delegated and prescribed by the Board.

**11.3 Nominating Committee** - There shall be a Nominating Committee chaired by the Immediate Past President and consisting of Governmental Member Representatives and/or Honorary Members having a reasonably distributed geographical representation. The Board of Directors shall establish policies governing the Nominating Committee and the conduct of elections. The Nominating Committee, excluding the Chairperson, shall have no more than one Governmental Member Representative or Honorary Member from any one state.

**11.4 Meetings of Committees** - Except as otherwise provided by these Bylaws, committees and councils shall comply with the policies established by the Board of Directors.

## ARTICLE XII — CHAPTERS

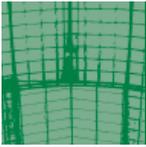
**12.1 Organization** - The Council shall encourage and recognize the establishment of regional, state, student, professional, local area and International chapter organizations of its members, the purpose of which shall be the furtherance of the objectives of the Council. Applications for the establishment of a chapter, together with a copy of the proposed chapter Bylaws and a list of those who have agreed to become members of the chapter, shall be submitted to the Board of Directors for approval. The chapter shall be established upon approval by the Board of Directors.

**12.2 Management** - All chapters shall be managed in accordance with policies established by the Board of Directors.

## ARTICLE XIII — AUDITING AND REPORTS

**13.1 Fiscal Year** - The fiscal year of the Council shall be as determined by the Board of Directors.

**13.2 Audit** - There shall be an audit of the activities and financial affairs of the Council at the end of each fiscal year by an independent auditor selected by the Chief Executive Officer with the advice and consent of the Board of Directors. Such audit shall be submitted to the Board of Directors.



## ARTICLE XIV — INDEMNIFICATION, INSURANCE AND DIRECTOR LIABILITY

**14.1 Definitions** - For the purposes of this Article XIV, “agent” means any person who is or was a director, officer, employee, or other agent of the Corporation, or is or was serving at the request of the Corporation as a director, officer, employee, or agent of another foreign or domestic corporation, partnership, joint venture, trust, foundation, or other enterprise, or was a director, officer, employee, or agent of a foreign or domestic corporation which was a predecessor corporation of the Corporation or of another enterprise at the request of such predecessor corporation; “proceeding” means any threatened, pending, or completed action or proceeding, whether civil, criminal, administrative, or investigative; and “expenses” includes, without limitation, attorneys’ fees and any expenses of establishing a right to indemnification under Sections 14.4 or 14.5(b) of these Bylaws.

**14.2 Indemnification in Actions by Third Parties** - The Corporation shall have power to indemnify any person who was or is a party to, or is threatened to be made a party to, any proceeding (other than an action by or in the right of the Corporation to procure a judgment in its favor, an action brought under Section 5233 of the California Nonprofit Public Benefit Corporation Law, or an action brought by the Attorney General or a person granted relator status by the Attorney General for any breach of duty relating to the assets held in charitable trust) by reason of the fact that such person is or was an agent of the Corporation, against expenses, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with such proceeding if such person acted in good faith and in a manner such person reasonably believed to be in the best interests of the Corporation and, in the case of a criminal proceeding, had no reasonable cause to believe the conduct of such person was unlawful. The termination of any proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent shall not, of itself, create a presumption that the person did not act in good faith and in a manner which the person reasonably believed to be in the best interests of the corporation or that the person had reasonable cause to believe that the person’s conduct was unlawful.

**14.3 Indemnification in Actions by or in the Right of the Corporation** - The Corporation shall have power to indemnify any person who was or is a party to, or is threatened to be made a party to, any threatened, pending or completed action by or in the right of the Corporation, or brought under Section 5233 of the California Nonprofit Public Benefit Corporation Law, or brought by the Attorney General or a person granted relator status by the Attorney General for breach of duty relating to assets held in charitable trust, to procure a judgment in its favor by reason of the fact that such person is or was an agent of the Corporation, against expenses actually and reasonably incurred by such person in connection with the defense or settlement of such action if such person acted in good faith, in a manner such person believed to be in the best interest of the Corporation, and with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances. No indemnification shall be made under this Section 14.3:

- (a) In respect to any claim, issue or matter as to which such person shall have been adjudged to be liable to the Corporation in the performance of such person’s duty to the Corporation, unless and only to the extent that the court in which such proceeding is or was pending shall determine upon application that, in view of all the circumstances of the case, such person is fairly and reasonably entitled to indemnity for the expenses which such court shall determine;
- (b) Of amounts paid in settling or otherwise disposing of a threatened or pending action, with or without court approval; or
- (c) Of expenses incurred in defending a threatened or pending action which is settled or otherwise disposed of without court approval unless it is settled with the approval of the Attorney General.

**14.4 Indemnification Against Expenses** - To the extent that an agent of the Corporation has been successful on the merits in defense of any proceeding referred to in Sections 14.2 or 14.3 of these Bylaws or in defense of any claim, issue, or matter therein, the agent shall be indemnified against expenses actually and reasonably incurred by the agent in connection therewith.

# Bylaws of the International Code Council, Inc.

**14.5 Required Determinations** - Except as provided in Section 14.4 of these Bylaws, any indemnification under this Article XIV shall be made by the Corporation only if authorized in the specific case, upon a determination that indemnification of the agent is proper in the circumstances because the agent has met the applicable standard of conduct set forth in Sections 14.2 or 14.3 of these Bylaws, by:

- (a) A majority vote of a quorum consisting of Directors who are not parties to such proceeding; or
- (b) The court in which such proceeding is or was pending upon application made by the Corporation or the agent or the attorney or other person rendering services in connection with the defense, whether or not such application by the agent, attorney, or other person is opposed by the Corporation.

**14.6 Advance of Expenses** - Expenses incurred in defending any proceeding may be advanced by the Corporation prior to the final disposition of such proceeding upon receipt of an undertaking by or on behalf of the agent to repay such amount unless it shall be determined ultimately that the agent is entitled to be indemnified as authorized in this Article XIV.

**14.7 Other Indemnification** - No agreement made by the Corporation to indemnify its (or its subsidiaries') Directors or Officers shall be valid unless such agreement is consistent with this Article XIV. In the event of any inconsistencies between this Article XIV and any other provisions regarding indemnification of Directors and Officers by the Corporation, this Article XIV shall prevail. Nothing contained in this Article XIV shall affect any right to indemnification held by persons other than Directors and Officers.

**14.8 Forms of Indemnification Not Permitted** - No indemnification or advance shall be made under this Article XIV, except as provided in Section 14.4 or 14.5(b), in any circumstances where it appears:

- (a) That it would be inconsistent with a provision of the Articles of Incorporation, these Bylaws, or an agreement in effect at the time of the accrual of the alleged cause of action asserted in the proceeding in which the expenses were incurred or other amounts were paid, which prohibits or otherwise limits indemnification; or
- (b) That it would be inconsistent with any condition expressly imposed by a court in approving a settlement.

**14.9 Nonpaid Directors** - Except as provided in Sections 5233 or 5237 of the California Nonprofit Public Benefit Corporation Law (or any successor provisions thereto), there shall be no monetary liability on the part of, and no cause of action for damages shall be asserted against, any nonpaid Director, including any nonpaid Director who is also a nonpaid Officer of the corporation, based upon any alleged failure to discharge the person's duties as Director or Officer if the duties are performed in a manner that meets all of the following criteria:

- (a) The duties are performed in good faith;
- (b) The duties are performed in a manner such Director believes to be in the best interests of the Corporation; and
- (c) The duties are performed with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances.

**14.10 Insurance** - The Corporation shall have power to purchase and maintain insurance on behalf of any agent of the Corporation against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such whether or not the Corporation would have the power to indemnify the agent against such liability under the provisions of this Article XIV; provided, however, that the Corporation shall have no power to purchase and maintain such insurance to indemnify any agent of the Corporation for a violation of Section 5233 of the California Nonprofit Public Benefit Corporation Law (or any successor provision thereto).

**14.11 Nonapplicability to Fiduciaries of Employee Benefit Plans** - This Article XIV does not apply to any proceeding against any Director, investment manager, or other fiduciary of an employee benefit plan in such person's capacity as such, even though such person may also be an agent of the Corporation as defined in Section 14.1 of these Bylaws. The Corporation shall have power to indemnify such Director, investment manager, or other fiduciary to the extent permitted by subdivision (f) of Section 207 of the California General Corporation Law.

If any part of this Article XIV shall be found in any action, suit or proceeding to be invalid or ineffective, the validity and the effectiveness of the remaining parts shall not be affected.

## ARTICLE XV — AUTHORITY AND BENEFIT

**15.1 No Benefit to Any Individual** - No part of the net earnings, if any, of this Council shall inure to the benefit of any member or other individual, and no gain, profit, or dividends shall ever be distributed to any member of this Council or inure to the benefit of any private persons, except as provided for in these Bylaws.

**15.2 No Authority to Act** - A member or chapter or any officer or member thereof shall not participate in or purport to have authority to act on behalf of or bind this Corporation to any legal obligations or liability, except as provided in these Bylaws, or resolution or policy of the Board of Directors.

## ARTICLE XVI — DISSOLUTION

In the event of a dissolution or final liquidation of the Council, all of the remaining assets and property of the Council shall, after paying or making provision for the payment of all of the liabilities or obligations of the Council and for necessary expenses thereof, shall be transferred to one or more organizations which will (i) dedicate such assets and property to public and/or charitable purposes, and (ii) qualify as tax exempt organizations under Section 501(c)(3), Section 501(c)(4), or Section 501(c)(6) of the Code.

## ARTICLE XVII — RULES OF ORDER

Roberts Rules of Order shall govern all aspects of a parliamentary nature unless otherwise provided for by the Board of Directors.

## ARTICLE XVIII — AMENDMENTS TO BYLAWS

**18.1 Proposals** - Proposed amendments to these Bylaws, to be considered at an Annual Business Meeting, shall be signed by at least ten Governmental Member Representatives and shall be presented to the Board of Directors at least 90 days prior to the opening of an Annual Business Meeting or must be proposed through resolution of at least ten of the members of the Board of Directors at least 90 days prior to the opening of an Annual Business Meeting.

**18.2 Notice of Actions** - The Board of Directors shall cause proposed amendments to the Bylaws to be printed in the Annual Business Meeting notice and shall present its recommendations, if any, at the Annual Business Meeting. These proposed amendments may be discussed and amended at the Annual Business Meeting, and if passed by a two-thirds vote of those Governmental Member Representatives present and voting, shall be sent by letter ballot, as amended on the floor, to all Governmental Member Representatives of the Council. To be considered, the ballots by the Governmental Member Representatives shall be received within 30 days of distribution. A two-thirds majority of Governmental Member Representatives voting is required for adoption. The returns shall be certified by the President if the necessary majority for approval is received.

**18.3 Effective Date** - The approved amendments become effective ten days thereafter unless otherwise provided in the amendment.

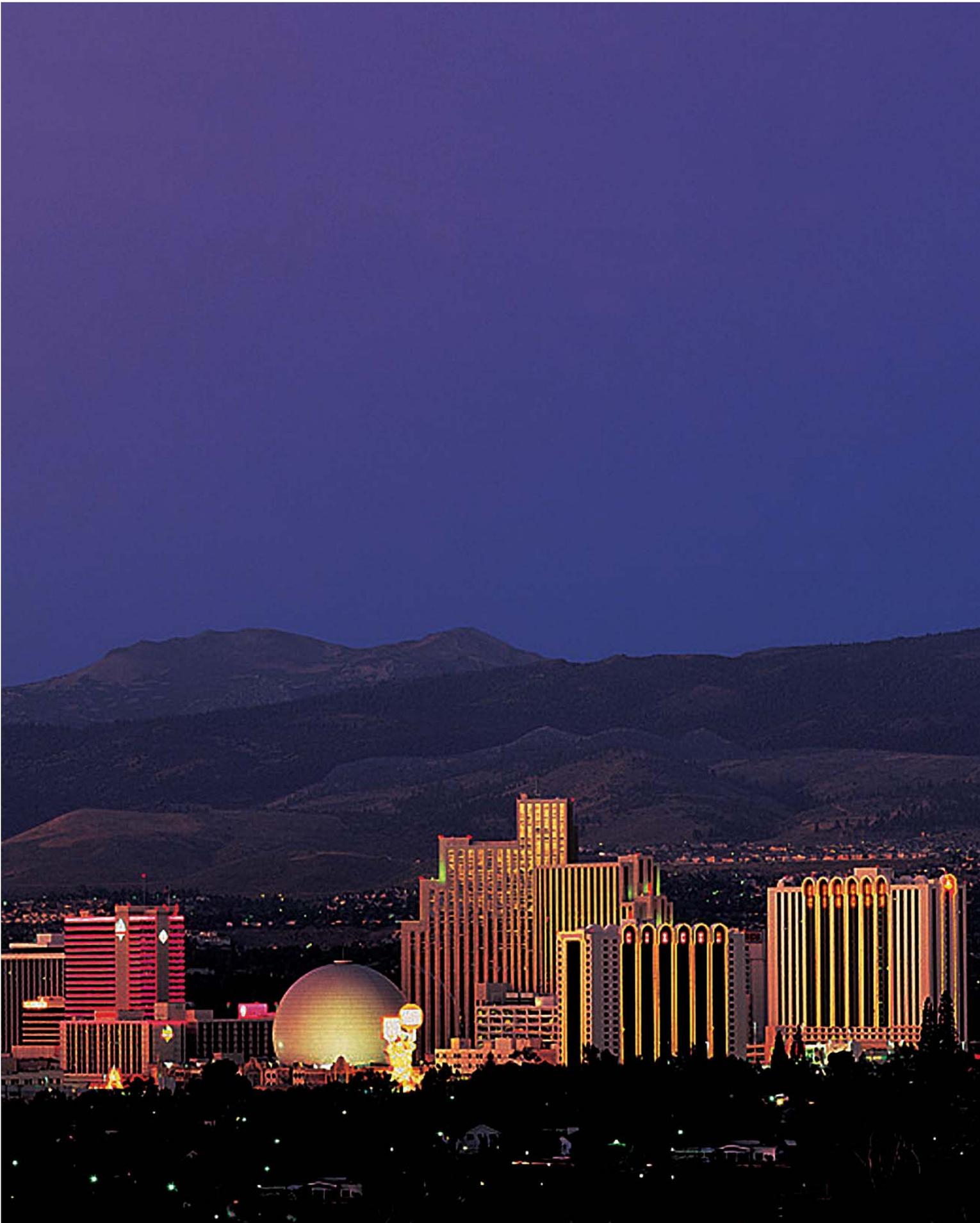
## ARTICLE XIX — OPERATIVE DATE

**19.1 General** - These Bylaws shall be effective and operative upon the date designated by the Board as the date on which the consolidation of the operations of BOCA, ICBO and SBCCI and their respective controlled entities with the operations of this Corporation occurs.

**19.2 Committees** - Council committees in existence as of the operative date of these Bylaws to the extent permitted under these Bylaws shall not be deemed abolished by the adoption of these Bylaws, subject to the right of the Board of Directors to remove them.

**19.3 Previous Action Remains in Effect** - Upon the operative date of these Bylaws, all prior actions consistent with these Bylaws, whether pursuant to resolution or policy, of the Board of Directors, or any other committee, remain in effect until modified, repealed or otherwise superseded.

[History: The original International Code Council Bylaws were approved on July 24, 2002. Seven amendments were presented to the Code Council membership at the ABM on September 27, 2004. The amendments were approved and ratified by letter ballot sent to all Governmental Members. The results of the election were certified by the Code Council President on December 19, 2004, and became effective on December 29, 2004. One amendment was presented to the Code Council membership at the ABM on September 27, 2005. The amendment was approved and ratified by letter ballot sent to all Governmental Members. The results of the election were certified by the Code Council President on January 3, 2006, and became effective on January 13, 2006. Two amendments were presented to the Code Council membership at the ABM on September 19, 2006. The amendments were approved and ratified by letter ballot sent to all Governmental Members. The results of the election were certified by the Code Council President on April 5, 2007, and became effective on April 15, 2007.]





# 2007 Annual Conference Schedule\*

Start	End	Event
<b>SATURDAY, SEPTEMBER 29, 2007</b>		
8:00 am	4:00 pm	4th Annual Bob Fowler Motorcycle Ride
8:00 am	5:00 pm	Code Council Board Meeting
4:00 pm	6:00 pm	Registration
7:00 pm	12:00 am	Nevada Chapter Hospitality Room
<b>SUNDAY, SEPTEMBER 30, 2007</b>		
7:30 am	2:00 pm	Annual Golf Tournament
8:00 am	4:00 pm	4th Annual Bob Fowler Motorcycle Ride
8:00 am	4:30 pm	Certification & Contractor Testing
9:00 am	5:00 pm	Nomination Committee Meeting
8:00 am	4:00 pm	IAS Technical Advisory Committee - Laboratories
9:00 am	10:30 am	Fellowship Event
9:00 am	6:00 pm	Registration/Bookstore
12:00 pm	5:00 pm	WSSPC Field Trip
4:00 pm	6:30 pm	Expo
5:30 pm	6:30 pm	Welcoming Reception
7:00 pm	10:00 pm	Welcoming Event
10:00 pm	12:00 am	Nevada Chapter Hospitality Room
<b>MONDAY, OCTOBER 1, 2007</b>		
7:00 am	9:00 am	Chapter President's Breakfast
7:00 am	5:00 pm	Registration/Bookstore
9:00 am	11:00 am	Opening Session
10:20 am	11:30 am	WSSPC Opening Session
11:30 am	1:00 pm	General Assembly Luncheon
1:00 pm	4:15 pm	Education Programs
1:00 pm	5:00 pm	ICC/WSSPC Education Program
1:30 pm	5:30 pm	IAS Building Department Lead Evaluator
1:30 pm	3:30 pm	Legislative Forum
1:30 pm	3:30 pm	Companion Orientation
1:30 pm	5:30 pm	International Forum
2:30 pm	3:00 pm	Networking Break
3:30 pm	5:00 pm	Major Jurisdiction Meeting
4:00 pm	6:00 pm	Expo
4:30 pm	6:00 pm	Candidates Forum
7:00 pm	12:00 am	Nevada Chapter Hospitality Room

\*Schedule Subject to change. Please check on-site schedule for most current schedule.



# 2007 Annual Conference Schedule\*

Start	End	Event
<b>TUESDAY, OCTOBER 2, 2007</b>		
7:00 am	5:00 pm	Registration/Bookstore
8:00 am	10:00 am	Annual Business Meeting
8:00 am	5:00 pm	Evaluation Service Advisory Committee
8:00 am	11:30 am	WSSPC Technical Program
9:15 am	3:00 pm	Companions Tours
10:00 am	11:30 am	Members Forum
11:45 am	1:00 pm	Cracker Barrel Luncheon
11:30 am	1:30 pm	WSSPC Awards in Excellence Luncheon
1:00 pm	4:15 pm	Education Programs
1:30 pm	5:30 pm	IAS Building Department Lead Evaluator
1:30 pm	5:00 pm	WSSPC Technical Program
1:30 pm	3:30 pm	Past Presiding Officers Meeting
2:30 pm	3:00 pm	Networking Break
3:15 pm	5:15 pm	Chapter Leadership Workshop
4:00 pm	6:00 pm	Exhibits
4:30 pm	6:00 pm	Delegate Photos
5:00 pm	7:00 pm	ICC Regional Meetings
6:00 pm	8:00 pm	Exhibitors Reception
9:00pm	12:00 am	Minnesota Chapter Hospitality Room
<b>WEDNESDAY, OCTOBER 3, 2007</b>		
7:00 am	5:00 pm	Registration/Bookstore
7:30 am	9:00 am	5K Run/Walk
8:00 am	11:00 am	Companion's Breakfast & In House Program
8:00 am	11:15 am	Education Programs
8:00 am	3:00 pm	IAS Building Department Lead Evaluator
8:30 am	10:30 am	Labor/Management Advisory Committee
10:00 am	10:30 am	Networking Break
10:00 am	12:00 pm	WSSPC Annual Business Meeting
11:30 am	1:00 pm	Awards Luncheon
12:00 pm	4:00 pm	WSSPC Seismic Safety Councils & Commissions Meeting
1:00 pm	4:15 pm	Education Programs
1:15 pm	5:00 pm	IT Symposium
2:00 pm	5:00 pm	Members Forum (Task Force on Hearings, AF&PA Finger Jointed Lumber)
2:30 pm	3:00 pm	Networking Break
6:00 pm	7:00 pm	Reception
7:00 pm	9:00 pm	Annual Banquet
9:00 pm	12:00 am	Nevada Chapter Hospitality Room

\*Schedule Subject to change. Please check on-site schedule for most current schedule.



# Contact Information

## CODE COUNCIL OFFICES

### World Headquarters

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