



**International Code Council**

1245 Sunbury Road, Ste. 100  
Westerville, OH 43081  
tel: 888.icc.safe (422.7233)  
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September 15, 2008

Mr. Tim Nelson, President  
ICC Northeast Regional Coalition (Region VI)  
c/o Town of Biddeford  
205 Main St/PO Box 586  
Biddeford, ME 04005

Dear Mr. Nelson:

The ICC Board of Directors and the Chapter & Regions Committee has reviewed and discussed your Resolution submitted on April 29, 2008, and provides the following responses to each of your concerns.

**NERC Resolution:** Provide more guidance to regional chapters on exactly what a regional chapter is responsible for in representing chapters within a region.

**ICC Response:** Regional chapters have no responsibility for representing other chapters within a region other than those specifically delegated by participating chapters within the region. A regional chapter may act as a singular entity with broader geographical interest than a state or local chapter. If a regional chapter wishes to represent the local and state chapters within a region, it is advisable to form a consensus of those chapters to address specific issues.

**NERC Resolution:** Provide more guidance to regional chapters on how to better serve as the coordinating body for regional chapter activities.

**ICC Response:** It is the responsibility of regional chapters to define their purpose and create a plan for accomplishing that purpose. This definition should clearly establish the extent to which the regional chapter serves as a coordinating body, i.e., for just code development, or education, or pursuit of the region's policy agendas or any other purpose or combination of purposes. If the stated purpose of the regional chapter is to serve as a coordinating body for a particular area of interest, the regional chapter should solicit involvement from all chapters within that region. It is recommended that this solicitation be an on-going activity. The ICC encourages NERC to discuss this issue with other existing regional chapters to determine if their coordinating methodologies may be beneficial to understanding the various forms of regional governance that have been successfully established.



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**NERC Resolution:** Provide more guidance to regional chapters on how to better improve communications between chapters and ICC.

**ICC Response:** The ICC provides a chapter electronic newsletter, a featured area of the ICC website for chapter information, attempts to provide board or staff representation to every chapter at least once per year, has a Chapter President's Breakfast at the annual conference to discuss issues of importance to the chapters and dedicates a block of time for regional chapters to meet and discuss issues of interest. In addition, ICC has created an on-line bulletin board forum for each region for the purposes of viewing or posting regional chapter information or formation activities. Contact information for all of the directors, senior staff and staff liaisons to chapters are provided on the ICC website as well as contact information for all chapter presidents. The ICC also provides a teleconferencing benefit to regional chapters. Can NERC identify specific areas of concern with regard to ICC's communication with chapters?

**NERC Resolution:** Provide more guidance on how to best identify areas of mutual interest for chapters within a region.

**ICC Response:** The mutual interests of chapters within each region of ICC are potentially different. Regional chapters should solicit input from their participating chapters to identify common interests. Also, ICC's Government Relations staff can assist by identifying common issues encountered through interaction with the various chapters of the region. As mentioned above, the ICC provides teleconferencing capabilities to facilitate this type of regional communication.

**NERC Resolution:** Provide some financial assistance to regional chapters to execute the mission and direction of the regional chapters, in the best interests of the ICC.

**ICC Response:** In addition to the other economic benefits identified in ICC Council Policy #10-04, ICC provides a complimentary training day to each of its regional chapters. This day can be used by the regional chapter for the purpose of providing financial assistance to the chapter by charging registration fees for attendance. Also, the ICC provides complimentary registration to the annual conference for the regional chapter president and teleconferencing benefits to facilitate chapter meetings and communications.

**NERC Resolution:** Provide more guidance on particulars of how a regional chapter can provide a basis for joint activities among the participating chapters and for those chapters that do not participate in regional chapters.

**ICC Response:** The ICC encourages communications between chapters within a region to form a consensus with regard to appropriate joint activities and provides resources so that chapters may engage in those efforts. However, it is the prerogative of each region of ICC to determine if the creation of a regional chapter serves the collective interests of its members. The creation of a



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regional chapter has no impact on the status of existing state and local chapters in a region and regional chapters do not serve as a prerequisite to ICC governance in any way.

**NERC Resolution:** Provide more guidance on areas concerning chapter activities being coordinated by a coordinating council or other form of governance, since there is no coordinating council established for regional chapters.

**ICC Response:** The ICC doesn't see the need for a coordinating body for regional chapters at this time. The parent organization of the regional chapters is the ICC and such coordination as is necessary is addressed by the ICC.

The ICC respects the concerns of NERC and appreciates the time and effort that has been committed by NERC and its participating chapters to foster communication and cooperation within Region VI. The ICC is committed to assisting all of its chapters in meeting their goals and objectives within the constraints of available resources. Finally, the ICC encourages NERC to continue pursuit of its mission for the benefit of the chapters and members of Region VI.

If you have any questions or further concerns, please feel free to contact us.

Sincerely yours,

A handwritten signature in black ink that reads "Steven Shapiro". The signature is written in a cursive, slightly slanted style.

Steven I. Shapiro, C.B.O.  
Board President

cc: Jack Leyden, NERC Vice-Chair  
Wayne Cichon, NERC Secretary/Treasurer  
Jeff Whitney, ICC Board Member  
Ron Piester, ICC Board Member  
Laura Scott, Vice President Chapter Relations  
Dorothy Harris, Vice President State & Local Government Relations  
Bruce Johnson, Regional Manager Fire Service Activities  
Patty Bond, Manager Chapter Programs