REGULAR BUSINESS MEETING MINUTES – August 8th, 2019

President: Todd Mallette
Vice-President: Aaron Yuma
Secretary: Alex Sabin
Treasurer: Brian Moore
Past President: Randy Scheid
Lisa Weishoff
Gary Lampella

Meeting Location:
Note: (Alternate Location Each Month)
Roundtable Pizza
810 SW 11th St
Redmond, OR

Roundtable Pizza
2940 N HWY 97
Bend, OR

Time & Date:
2nd Thursday of every month.
11:30 – 1:00

Lunch Buffet:
Pizza & Salad Bar

CALL MEETING TO ORDER
Todd Mallette (12:02 pm)

ROLL CALL OF OFFICERS
Todd Mallette, Aaron Yuma, Brian Moore, Alex Sabin

APPROVAL OF MINUTES
Minutes approved

COMUNICATIONS
Todd Mallette contacted by 2 building officials seeking support for ICC Director positions

TREASURE’S REPORT
No updates on accounts since last meeting
Working on setting up Chapter Visa card

EDUCATION COMMITTEE
- Education Committee updates?
  Received voucher funds
  Survey questions put together. Any additional thoughts?
  Reviewed survey questions sent out. Bend to delegate formalizing survey on SurveyMonkey to one of their staff. Once complete we will send out & add link to Chapter web page.
- Upcoming code adoption/update classes to present to design professionals & Contractors
  Discussion to continue as code update approaches. OIC Code update class this year apparently not including commercial mechanical update class, just OSSC update. OIC code update classes have no cost this year.

OUTREACH COMMITTEE
Have been meeting to brainstorm outreach to high schools and colleges. Exploring the idea of presence at job fairs/career fairs. Discussed possibility of Chapter creating a scholarship for a student(s) interested in pursuing code professional career path.
Shawn O’hern to reach out to Sisters High School.

WEBSITE COMMITTEE
- Website Committee updates?
  Need to create a mission statement. Welcome input on this.
  Website functional, just need some content.
  Establishing a PayPal account
  Need to create a separate checking account. Motion and second to open a separate account with minimal monthly fee.

OLD BUSINESS
- Membership forms/roster: 34 membership forms received as of 8/7/19
  Alex to create way to distinguish committee chair personnel on the list from other members.
- Outreach discussion on sponsorship of high school training program
  Currently Outreach Committee brainstorming on this.
- ASHRAE 62.2
  Discussed value in putting on some form of training on this prior to next residential code adoption.

NEW BUSINESS
- Recent leadership meeting topics/discussion (July 16, 2019).
  Discussed bullet items from meeting (sent out with agenda for this meeting).
- Update COCICC email/correspondence list to master list members only?
  Discussion on this happening in the near future. Anyone currently receiving agenda updates and meeting minutes
  will need to be on official Chapter membership roster to receive future communications. A reminder email will
  be sent out ahead of time with a copy of the membership form in case anyone wants to sign.

- Feedback on annual Central Oregon Education Institute recurring dates
  If anyone has any specific date ideas for the annual Central Oregon institute please contact Lisa Wieshoff. A recurring
  date for the institute would allow people to plan well ahead. Need to think about dates that are desirable for the
  largest number of people, weather impacts based on time of year, etc. Late May/early June were suggested.

- Contact local community college on ICC curriculum
  Possible contact with COCC and/or local construction firms on the idea of integrating some form of ICC/code curriculum
  in with their current construction class(es) offered.

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  Todd Mallette (12:55pm)
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<tr>
<td>Jennie Wilson</td>
<td>Deschutes</td>
<td><a href="mailto:jennie.wilson@oducke.ca">jennie.wilson@oducke.ca</a></td>
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<tr>
<td>Brian Moore</td>
<td>Deschutes</td>
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<td>Krista Appleby</td>
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<td>Deschutes</td>
<td></td>
</tr>
<tr>
<td>Todd Mallette</td>
<td>CDB</td>
<td><a href="mailto:tmallette@bendoregon.com">tmallette@bendoregon.com</a></td>
</tr>
<tr>
<td>Andy Scheid</td>
<td>DC</td>
<td><a href="mailto:rarky5@deschutes.oregonstate.edu">rarky5@deschutes.oregonstate.edu</a></td>
</tr>
<tr>
<td>Karla Gustafson</td>
<td>Deschutes</td>
<td><a href="mailto:karnaag@coaonline.org">karnaag@coaonline.org</a></td>
</tr>
<tr>
<td>Jason Yuma</td>
<td>Redmond</td>
<td><a href="mailto:aaron.june@gmail.com">aaron.june@gmail.com</a></td>
</tr>
<tr>
<td>Alex Sablin</td>
<td>Redmond</td>
<td><a href="mailto:alex.sablin@ci.redmond.or.us">alex.sablin@ci.redmond.or.us</a></td>
</tr>
<tr>
<td>Joseph Howard</td>
<td>Redmond</td>
<td><a href="mailto:joseph.howard@ci.redmond.or.us">joseph.howard@ci.redmond.or.us</a></td>
</tr>
<tr>
<td>David Horton</td>
<td>CDB</td>
<td><a href="mailto:dhorton@ci.redmond.or.us">dhorton@ci.redmond.or.us</a></td>
</tr>
<tr>
<td>Lisa Weishauf</td>
<td>CDB</td>
<td><a href="mailto:lw@bendoregon.com">lw@bendoregon.com</a></td>
</tr>
<tr>
<td>Brad Mandal</td>
<td>CDB</td>
<td><a href="mailto:brandale@bendoregon.com">brandale@bendoregon.com</a></td>
</tr>
<tr>
<td>Dinna Hamilton</td>
<td>CDB</td>
<td><a href="mailto:dh@bendoregon.com">dh@bendoregon.com</a></td>
</tr>
<tr>
<td>Mike Updegraff</td>
<td>CDB</td>
<td></td>
</tr>
<tr>
<td>Chris Garcia</td>
<td>DC</td>
<td><a href="mailto:chris@deschutes.oregonstate.edu">chris@deschutes.oregonstate.edu</a></td>
</tr>
<tr>
<td>Shawn offices</td>
<td>Redmond</td>
<td><a href="mailto:shawn.alex@ci.redmond.or.us">shawn.alex@ci.redmond.or.us</a></td>
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