

California Association of Code Enforcement Officers
Board of Directors' Meeting
Ontario Code Enforcement Offices – Ontario, CA
Minutes – May 11, 2018



The California Association of Code Enforcement Officers (CACEO) held a meeting of its Board of Directors on May 11, 2018 at the Ontario Code Enforcement Offices in Ontario, California.

Members Present

Johnny Terfehr	Irma Gowin
Abraham Duran	Estela Hill
Matt Silver	Angela Magana
Joshua Bowling (GoToMeeting)	Brent Panas
Larry Breceda	Rafael Perez
Larry Brooks (GoToMeeting)	Paula Redfern
Tim Burns (GoToMeeting)	Darrell Revier
Michelle Cervantes	Carrie Rios
Barry Chamberlain	Tracy Robertshaw
Brad Clark	Tim Sun
Jana Cook	Tracey Towner
Justin Edson	Steve Willkomm (GoToMeeting)
Eric Field	Jamie Zeller

Members Absent

Cecilia Sevilla (excused)
Kerry Simpson (excused)

Others Present

MaryAnne Bobrow, Executive Director
John Lovell, CACEO Lobbyist (GoToMeeting)
Pete Roque, on behalf of AACE, Guest

Welcome and Introductions

Having established a quorum, President Terfehr convened the meeting at 10:05 AM.

Public Comments

None

Appointment of Board Members

Motion made, seconded and carried to appoint Steve Willkomm (Region14), and Justin Edson (Region 7). (Sun/Zeller). Unanimous.

Oath of Office for New Board Members

Executive Director Bobrow administered the Oath of Office to the newly appointed Board Members.

Consent Calendar

The minutes of January 26, 2018 were removed from the Consent Calendar, leaving,

- Record Email Votes 3-19-18
 - Mobile App for Seminar
 - Majority vote, 2 nay, 1 abstention
 - Approve Town & Country for 2019
 - Majority vote, 1 abstention
 - Approve purchase of Challenge Coins
 - Majority vote, 1 abstention
- Acceptance of Financial Statements
 - Statement of Financial Position – Period ending March 31, 2018
 - Statement of Activities – Period ending March 31, 2018

Motion made, seconded, and carried to accept the consent agenda as presented. (Hall/Zeller). Unanimous.

Minutes of January 28, 2018

The reference to Brad Clark College should be changed to Ben Clark College.

Motion made, seconded, and carried to approve the minutes with that correction. (Cook/Magana). Unanimous.

President's Report

1. Law Tech. The Board was updated on the progress and hopes to conclude this issue by the next Board meeting.
2. Board discussion to create a policy on endorsing political candidates. Four options were presented
 - a. Case by case basis via Board vote
 - b. Approval by Executive Board
 - c. No endorsements
 - d. Request from Dave Mason for CACEO to endorse him for Del Norte County.

Input was sought from Lobbyist John Lovell who noted that most just endorse candidates for Governor while others do a mix and still others do state office only.

Motion made, seconded, and carried to create a CACEO Policy that CACEO will only endorse candidates at the state level and then, only on a case-by-case basis. (Revier/Zeller). Unanimous.

In considering candidates, CACEO will take into account the track record of the candidate and the candidate must appear before the Board.

3. Ratify creation of a special Webinar Committee per administrative regulations.

Motion made, seconded, and carried to create a special webinar committee and to add Jana Cook (Curriculum Development Chair) as a liaison.
(Zeller/Perez). Unanimous.

Motion made, seconded, and carried to authorize \$500.00 to test products (Cook/Rios).
Unanimous.

4. Manage issues where a veteran CEO let his certification lapse and did not transfer CACE/SCACEO certification to CACEO, alternative path to recertification instead of M3 exam.

Motion made, seconded, and carried to accept certificates back three years only
(Cook/Perez). Unanimous.

A form letter will be developed to use so that all applicants are responded to consistently.

Secretary/Treasurer Report

1. Report on current financial position of CACEO and investment opportunity efforts.
Treasurer Breceda reported that both Legislative Day and Board meeting expenses were over budget.

Motion made, seconded and carried to increase Board expenses by \$5,000.00
(Breceda/Magana). Unanimous.

1st Vice Present Report

1. AACE Membership Proposal. Pete Roque appeared in person on behalf of AACE and Mitch Hammes, AACE Board Member participated by phone.

The Board made no decision on the proposal and instead suggested that the membership be polled as to whether they want \$15.00 added to the cost of their membership. At the same time, we should ask who pays their membership.

2. New CCEOs and Building Inspectors. A question was raised as to whether building inspector work meets the requires for CCEO certification. The answer is not unless they are doing code enforcement work.
3. Litter Enforcement Officers. They can be certified
4. Continuing Education Updates. Education Chair Duran reported briefly on the classes and modules currently being produced by CACEO.
5. Academy Module Updates.

a. Third Party Providers.

Motion made, seconded, and carried to approve a \$1,000.00 annual licensing fee (Towner/Cook). Unanimous.

Irvine Valley College has sent a letter to instructors and appears to be shutting down its program. CACEO is organizing a module academy in Buena Park to take care of the void left by IVC.

6. Curriculum Development

Jana Cook reported on behalf of the team. They are working on PowerPoints and conducting digital testing.

CCEO Task Force Report

Darrell Revier reported as Chair, noting the Task Force is processing new and renewal CCEO Applications. The task force consists of Darrell Revier, Tracey Towner, Carrie Rios, and Kerry Simpson.

2nd Vice President Report

Chair Matt Silver and John Lovel both reported on this busy year. SB 1415 and SB1416 are two bills on CACEO's radar. With respect to SB1415, we are trying to be sure this bill applies statewide and not just to Oakland. SB 1416 is a companion bill which expressly allows unpaid administrative bills vetoed by Brown and Arnold.

AB 2485. There was an anonymous report that a CEO went to a home with a second person who stayed and tried to blackmail the resident. This bill would prohibit a building inspector from going on inspections because of financial interests. The bill has now been amended and we need to tank or amend it and recommend formal opposition. We need to come up with specific language as it has already passed unanimously in the Assembly.

Motion made, seconded, and carried to allow the Legislative Committee to recommend positions on Assembly and Senate bills to the Executive Board for ratification, with the decision broadcast to the Board of Directors and published for the membership within seven days.

SB 1302. Gagliani co-authored it banning local control on cannabis. This should be opposed. Larry Breceda noted that two unions are going against each other on this (brick and mortar versus virtual). CACEO will join the League in opposition.

AB 2495 is a bill which prohibits cities from recovering costs. President Terfehr knows the author of the bill, Mayes. CACEO has suggested alternative language. The League's lobbyist has proposed language to take to the author's office and the Senate Public Safety Committee.

AB 2598. CACEO is co-sponsoring this increase in fine amounts bill. It has passed the Assembly and is now in the Senate.

SB 1390, DMV Confidentiality. A major change has taken place where the DMV can charge an application fee for confidentiality. It will be heard in the Senate on Monday.

CACEO was also included in a closed meeting on the black market.

Legislative Day was productive. A special thanks to John Lovell was expressed for all he did.

Littman v City of Oakland. Tim Burns contacted Matt Silver. This is a building related appeal heard by one officer in violation of the building code. The Supreme Court refused to hear the case, so we now need a Code fix.

Brent Panas noted there was also a growing issue with street vendors.

Administrative Committee

Larry Breceda noted the Administrative Regulations were being looked at by the committee and with respect to removing the requirement in Administrative Regulations that CACEO must receive comment from membership on regulations.

Communications Committee

Tracey Towner noted that the committee's report was submitted in the Board packet. Of note, the committee requests approval of Certification FAQs, Website FAQs, a Social Media Policy and, although a Bylaws change is required, wants approval to change of the name of the committee.

Motion made, seconded, and carried to approve the Media Communications Policy.
(Duran/Silver). Unanimous.

Nominations/Elections

Chair Robertshaw noted that Elections/Nominations are on track. The Awards' submissions are due back in early August; the election ballots are due to close at the end of August.

Officer Safety

A written report was submitted. We have resolved an insurance issue and checked with our broker. CACEO has as much coverage as is possible but we will continue to ask for additional coverage.

Membership/Marketing

A written report was submitted.

The issue of unpaid membership dues for those not on a CCEO path was tabled.

Seminar Committee

A written report was submitted.

Executive Director Report

A written report was submitted. Highlights of the report were presented to the Board.

Old Business

None.

New Business

A new membership card within a piece of stationery was proposed to be used both for new memberships and for CCEO achievement.

Motion made, seconded, and carried, to authorize the purchase of the paper stock.
(Rios/Zeller).

Adjournment

There being no further business, the meeting was adjourned at 4:00 PM. (Revier/Zeller)

Respectfully submitted,



Mary Anne Bobrow, Recording Secretary