



Department of Development Services

Building Division

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Ronald L. Lynn, Building Official

QUALITY ASSURANCE AGENCY (QAA) MEETING MINUTES May 16, 2007

Scott Telford, Principal Engineer, Clark County Department of Development Services-Building Division (CCDDS-BD) opened the meeting at 2:07 pm. There were 40 attendees.

1. 2006 IBC – Scott Telford

Scott Telford – Principal Engineer

The effective date for the 2006 IBC codes was May 1, 2007. Plans that were submitted prior to May 1, 2007 under the 2000 IBC codes can be issued until October 31, 2007. Plans submitted starting May 1, 2007 are all under the 2006 IBC. It is important that the special inspector review the permit and the approved drawings to determine the applicable code year for the project prior to starting their inspections.

2. Revised policies, letters to industry and other documents related to the implementation of the 2006 codes – Ted Droessler

Ted Droessler – Manager of Engineering

Be aware of the revised policies and help distribute them to your clients.

3. Proposed revisions to the Administrative Code (Fees and Subcontracting – Ted Droessler

Ted Droessler – Manager of Engineering

The Proposed Building Administrative Code revisions have been faxed to all QAA and non-QAA offices. It is also available on the website “Developing News” scroller or under the Industry Notices/For Public Review and Comments. Please submit any comments to Ted Droessler, Scott Telford, David Durkee or Jonathan Bahr.

4. Arville office – staffing, hours, meetings by appointment – Ted Droessler

Ted Droessler – Manager of Engineering

Joe Thompson and Dan Reeder’s teams are located at 5275 S. Arville. The office is generally staffed with someone. It is by appointment only. A list of the updated phone numbers will be faxed to the QAA and non-QAA offices.

5. Degree in lieu of certification – TG-17 – Ted Droessler

Ted Droessler – Manager of Engineering

Questions came up on the TG-17 and a final draft will be completed within a few weeks.

6. Expansion of contract plan examination – Ted Droessler

Ted Droessler – Manager of Engineering

Currently there have been 10 firms approved. The 11th firm to be approved deals with fire protection issues.

7. Conflict of interest policy requirements – Jonathan Bahr

Jonathan Bahr – Senior Engineer

About 50-60% of the QAAs have not submitted a conflict of interest policy. CCDDS-BD may have to initiate enforcement actions, including mandatory meetings, against agencies who fail to submit the required policy. A conflict of interest policy checklist is posted on the website for your information and use.

8. Internal Audits and in-house training requirements – Jonathan Bahr

Jonathan Bahr – Senior Engineer

Internal “field” audits, internal “office” audits, and in-house training records are required from all approved agencies at annual renewal. CCDDS-BD has published checklists that the agency has to utilize from this point forward.

9. Special Inspection Agreement (QAA-SIA), Notification by E mail – Need updated E mails from QAAs – Jonathan Bahr

Jonathan Bahr – Senior Engineer

CCDDS-BD is working on a program to allow QAA Special Inspection Agreements to be e-mailed, instead of mailed, to QAAs. Please update your e-mail address, including the name of the person to receive the agreements, by e-mailing Jonathan Bahr with the information.

cc: Ronald L. Lynn, Building Official
Dean Friedli, Assistant Director
Neil Burning, Manager of Plans Examination
Kevin McOsker, P.E., Principal Engineer
Engineering Group