



# Department of Development Services Building Division

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## QUALITY ASSURANCE AGENCY (QAA) MEETING MINUTES November 19, 2008

David Durkee, Principal Engineer, Department of Development Services-Building Division (CCDDS-BD opened the meeting at 2:00 pm. There were 45 attendees.

### **Dan Shaw, Building Inspection Specialist, Dept. of Development Services-Building Division**

**Letter to SNHBA Pertaining to Pad Recertification** - Dan Shaw introduced Rodel Alvidera as the back up for review of pad certification, recertification, and final grading reports. Dan then reviewed the letter to Irene Porter, Executive Director of Southern Nevada Home Builders Association, which pertained to the submittals of pad recertification when building permits are and are not available at time of recertification. Any questions on this subject can be directed to Dan Shaw at 455-8096.

### **David Durkee, Principal Engineer, Department of Development Services-Building Division**

**Project Start Up Forms with or without Permit** - David Durkee discussed recent problems in the notification and response to projects working without permit. Discussion was made related to whether the agencies felt this process was working. Mr. Durkee said that proposed changes would be put forward in a letter to the QAA, prior to the next agency meeting. People with suggestions on this process should email them to [dld@co.clark.nv.us](mailto:dld@co.clark.nv.us)

### **Jonathan Bahr, Principal Engineer, Department of Development Services-Building Division**

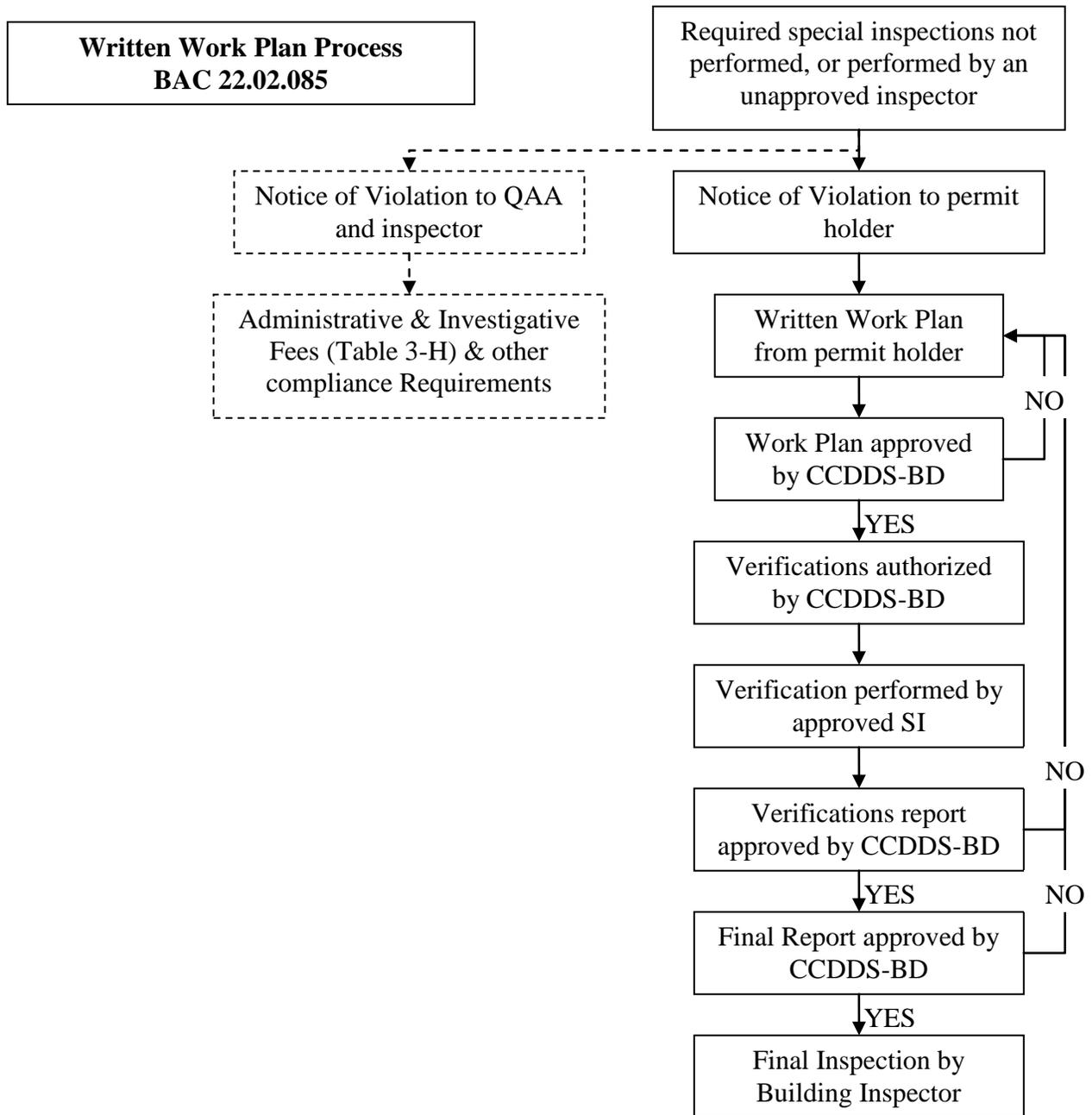
**Annual Renewal Requirement for IAS Accredited Agencies** – For IAS accredited agencies, annual renewal process is as follows:

- Request letter (requested approvals with Clark County must match accreditation with IAS. If not, existing process applies for non-accredited categories).
- Application – agency listing fee is waived.
- Copy of AIS approved QSM-calibration records are not required for both laboratory and field equipment for accredited categories. Laboratory and field forms used during the conduct of the special inspection process must comply with the Technical Guidelines.
- Copy of AIS Accreditation.

- Existing process applies to all special inspection personnel including, but not limited to, Quality Manager, Engineering Manager, special inspectors and testing technicians, laboratory technicians, designated Level III NDT, field and laboratory supervisors.

**Interview Process: Special Inspectors** – Interview process in Appendix G of TG-17 was discussed. The interview process for special inspectors who wish to be considered for full Category approval (C, G, S, W, etc.) will be standardized in terms of questions, passing scores, re-interview.

**CCDDS-BD Process for Work Performed by an Unapproved Inspector or Work Completed Without the Required Special Inspections** – A flow chart that summarized this process was reviewed.



**Records of In-house Training are Required with Personnel Approval Request – TG-17** approval process accepts in-house training in lieu of required experience (up to 50%). In order to take advantage of this allowance, Clark County's in-house training forms must be used to document in-house training and be submitted with the approval request.

**Ted Droessler, Manager of Engineering, Development Services-Building Division**

**Additional business not included on the meeting agenda.**

The Quality Assurance Agency program will be modified with the adoption of the 2009 series of codes. The most significant modification will occur with the Building Administrative Code. Agencies which provide special inspection services will be required to have IAS accreditation. Details will need to be worked out as to the approved services an agency currently maintains and those services which IAS includes within their accreditation.

cc: Ron Lynn, Director/Building Official  
Dean Friedli, Assistant Director  
Greg Franklin, Assistant Director  
Neil Burning, Manager of Plans Examination  
Engineering Services