

September 18-20, 2024
Historic Hotel Bethlehem, Bethlehem, PA

CONFERENCE & TRADE SHOW



ATTENDEE REGISTRATION

REGISTER ONLINE AT
www.PENNBOC.org

Pennsylvania Building Officials Conference
PO Box 82 | Bethlehem, PA 18016
(717) 730-6036 | www.PENNBOC.org

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2024

You're Invited to Attend the 2024 PENNBOC Conference & Trade Show!

The 2024 Conference and Trade Show will be held on **September 18-20, 2024**, at the Historic Hotel Bethlehem, Bethlehem, PA with a special Leadership Track for municipal managers & department heads.

PENNBOC is offering building code professionals the opportunity to choose from full- and half-day courses focusing on a variety unique topics!

The conference is designed to fit your schedule! You can attend one, two, or the entire two and one-half day conference format. There are also options to attend select seminars virtually (see website).

Network with colleagues from around the Commonwealth, interact with vendors, and obtain training in a number of areas!

Just complete & return the enclosed registration form or register/pay online at the PENNBOC website: www.PENNBOC.org.



Attendee Deadlines

Early Bird Deadline: Sep. 3th
Registration Deadline: Sep. 15th

Register online at
www.PENNBOC.org

CONFERENCE VENUE

Historic Hotel Bethlehem

437 Main Street
Bethlehem, PA 18018
Reservations: (888) 231-9320
Hotel Phone: (855) 264-2598
www.hotelbethlehem.com

Named the Nation's #1 Best Historic Hotel by *USA Today* Readers' Choice Awards, the Historic Hotel Bethlehem is nestled amongst three centuries of history in downtown Bethlehem, PA. Restored to its original 1922 grandeur, Hotel Bethlehem is ideally located with quaint shops, unique eateries, and interesting museums just steps from the hotel's front door. The hotel is surrounded by the first National Registered Historic District in Pennsylvania which dates to the settlement of Bethlehem by the Moravians in 1741. Experience world-class service, charming guest accommodations, elegantly appointed lobby and common areas, & award winning cuisine.

PENNBOC conference goers can receive a special room rate of \$189 per night. Use the Group Name: **PENNBOC** when making your guest reservations. Group discount expires **Sep 3th**.



ATTENDEE REGISTRATION FORM

Attendee Name: _____

Job Title: _____

Jurisdiction/Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

PENNBOC Member? Yes; No; Yes, I'm a new member joining today (add \$85 to total due)

What Region are you in? R1-Southeast PA; R2-Northeast PA; R5-Central PA; R6-Western PA

REGISTRATION INFO

I am registering for: *(please indicate your selections below)*

Member Rates

Full conference: Early Bird Fee (until Sep 3rd) - \$425
 Standard Fee - \$475

Non-Member Rates

Early Bird Fee (until Sep 3rd) - \$525
 Standard Fee - \$575

By-the-day conference: Wednesday Only - \$230
 Thursday Only - \$230
 Friday Only - \$100

Wednesday Only - \$285
 Thursday Only - \$285
 Friday Only - \$130

Virtual seminars: *Visit www.PENNBOC.org to register for the live-stream version of select seminars*

CONFERENCE SEMINAR SELECTIONS *(Select your desired seminars below.)*

	Track 1	Track 2	Track 3	Track 4 - Leadership Track
Wed AM	<input type="checkbox"/> UCC Update: 2021 ICC Code Adoption	<input type="checkbox"/> Inspecting Manufactured Housing & Industrialized Structures	<input type="checkbox"/> Fire Inspection & Code Enforcement	<input type="checkbox"/> Public Officials and the PA Ethics Law
Wed PM	<input type="checkbox"/> Fundamentals of Codes	<input type="checkbox"/> Elevator and Building Code Interactions		<input type="checkbox"/> General Leadership Skills
Thu AM	<input type="checkbox"/> PA Building Code Official (BCO) Update	<input type="checkbox"/> 2018 IBC Care Facilities Provisions	<input type="checkbox"/> Residential Enclosure Control Layers: Building Assemblies that Play Well Together	<input type="checkbox"/> Crisis Communications for Municipal Leaders
Thu PM			<input type="checkbox"/> Grounding & Bonding Systems and Residential Electrical Inspection Basics	<input type="checkbox"/> Employment Law Issues for Supervisory Personnel
Fri AM	<input type="checkbox"/> Basic Building Vocabulary	<input type="checkbox"/> Zoning Hearing Board / Appeals Board	<input type="checkbox"/> International Property Maintenance Code	<input type="checkbox"/> HR for Department Heads

PAYMENT *(Return form & payment to: PENNBOC, PO Box 82, Bethlehem, PA 18016)*

TOTAL AMOUNT DUE: Check Enclosed, or Pay by Credit Card online

\$ _____

(Do you have a coupon code? Register online to claim it.)

Save Time: Register & pay online at www.PENNBOC.org

SEMINAR DESCRIPTIONS (Subject to change)

You can mix-and-match conference seminars from four different tracks. **All morning sessions run from 8:30am until 12:00pm; afternoon sessions run 1:30pm until 5:00pm.** Seminars are approved by ICC for 3 contact hours for half day & 6 contact hours for full day classes.

WEDNESDAY, SEP. 18th

FULL DAY SEMINARS:

Fire Inspection & Code Enforcement

Jeremy Searfass, City of Reading; Steven Schneider, Kistler O'Brien Fire Protection; William Yeagley, Lower Allen Township; & James Lucas, Limerick Township

This full day course will start with the plan review phase, then move into the construction and inspection phases. Then it moves into the final inspection and Certificate of Use and Occupancy phases. Additionally, NFPA 25 and annual fire operational permit inspections will be discussed.

MORNING SEMINARS:

UCC Update: 2021 ICC Code Adoption

Walter Schneider, Centre Region Code Administration & RAC Chair

In accordance with the requirements of Act 45 of 1999 as amended, the Pennsylvania Uniform Construction Code (UCC) Review and Advisory Council (RAC) initiated the process of reviewing of the 2021 I-Codes in 2022. The code provisions adopted during this multi-year process are expected to take effect in July 2025 (official effective date to be confirmed). This session will review the process and timeline that the RAC executed, discuss the implications leading up to the effective date of these changes, and outline ways to get involved with future code review cycles.

Inspecting Manufactured Housing & Industrialized Structures

Michael Moglia, PA Department of Community & Economic Development

Manufactured and industrialized structures are governed by similar, yet different, inspection protocols at the fabrication facility. This session looks at the complimentary nature of in-plant and onsite inspections. Participation satisfies training requirement for code officials that inspect manufactured home installations. Attendees will learn about:

verifying manufacturing site inspections; conducting erection site inspections; and, addressing post installation modifications.

Public Officials and the PA Ethics Law

Mary Fox, Esq., Pennsylvania State Ethics Commission

The PA Ethics Law clearly delineates inappropriate behaviors and provides consequences for violators. Presented by representatives from the Ethics Commission, this seminar will help attendees to: recognize and appropriately respond to conflict of interest situations that an elected or appointed public official or employee may encounter; comply with the obligations of their office or employment relative to the PA Ethics Law; and, understand how to obtain actionable guidance from Ethics Commission to avoid conflicts & penalties through definitive interpretations.

AFTERNOON SEMINARS:

Fundamentals of Codes

Walter Schneider, Centre Region Code Administration

The program will provide the student the historic basis of building and fire codes and why they are important, the evolution of these code including regional differences, and where we are today. The program will introduce the student to how building codes are adopted and how to fundamentally apply them. The student will understand the method of adoption of both the statewide building code (Uniform Construction Code of Pennsylvania) and how a local fire code can be adopted. The student will understand the hierarchy of the adoption vehicle (ordinance, law, statute, model code, referenced standard, etc.).

Elevator and Building Code Interactions

Matthew Kegg, PA Department of Labor & Industry

This course will provide building code officials with basic elevator terminology and functionality of the elevators found in commercial structures. Further discussion

will include smoke protection in elevator lobbies, recommended courses of action prior to an elevator inspection, and what to expect when an elevator inspection is to occur.

General Leadership Skills

Thomas Cook, Pennsylvania State Fire Commissioner

Many times, supervisors and managers are promoted because of their technical knowledge, work ethic, and/or ability to complete the job. All too often they do not have the background and/or skills to lead the staff that they have been placed in charge of. The program will introduce the student to basic leadership skills for public sector employees. The student will understand the difference between a leader, manager, and a supervisor and the qualities of each. The student will understand the importance of good communication skill and ways to enhance theirs. The student will understand the importance of trust, delegation, responsibility, and accountability.

THURSDAY, SEP. 19th

FULL DAY SEMINARS:

2018 IBC Care Facilities Provisions

Jay Woodward, International Code Council

This full day seminar will address provisions in the 2018 International Building Code and referenced standards relating to the design and construction of care facilities, such as medical care, custodial care, ambulatory care and day care facilities. It will focus on the specific decision making needed to apply the provisions appropriately by highlighting the differences between the various types of care activities. The seminar will include a discussion on how the length of stay, number of care recipients, degree of care and capability/incapability of self-preservation all relate to the occupancy classification and resultant code requirements. Smoke compartments,

SEMINAR DESCRIPTIONS *(continued)*

dwelling and sleeping unit separations, incidental use separations and other special conditions provisions are also addressed. Unique provisions will be highlighted in the areas of accessibility, type of construction, fire protection, means of egress and interior finishes. During this seminar, participants will listen to lectures, discuss examples and participate in activities that pertain to applying sections of the IBC to care facilities.

PA Building Code Official (BCO) Update *Walter Schneider, Centre Region Code Administration*

This full day program will provide the student with an overview of the Uniform Construction Code of Pennsylvania administrative provisions and how they interact with the International Code Council family of codes for the day-to-day administration of the code in the Commonwealth. The student will be introduced to the functions of the UCC Review and Advisory Council and how the Commonwealth triennial code update occurs. In addition, the student will be introduced to the need for a permit and the exemptions that may preclude the issuance of a permit. The student will be introduced to Chapter 401, 403, and 405 of the Pennsylvania UCC and their applicability. The student will understand what projects require building permits and any applicable exemptions. The student will be able to apply the administrative provisions of the UCC to building construction projects in the Commonwealth.

MORNING SEMINARS:

Residential Enclosure Control Layers: Building Assemblies that Play Well Together

Christopher Hine, Pennsylvania Housing Research Center

As the codes continue to evolve by increasing the energy efficiency of the total dwelling unit, attention to detail has never been more important. In today's session we will look at residential enclosure control layers and how they can contribute to the performance and health of the foundation, floor, wall, and attic assemblies. This will include

the management of air, moisture (bulk and water vapor) and thermal control layers. All control layers must play well together to ensure the overall health of the residential enclosure.

Crisis Communications for Municipal Leaders

John Schmidt, Knowde

In today's fast-paced and unpredictable world, effective communication is paramount, especially during a crisis. Join us for a comprehensive, interactive half-day seminar designed specifically for municipal managers, local government department heads, and agency directors. Gain insights from a seasoned professional with extensive experience in managing communications efforts. Discover actionable strategies and tools to enhance your crisis communication plans. This seminar will cover understanding the critical role of communication by local governmental leaders in various types of crises, developing robust pre-crisis plans, mastering the art of effective messaging during a crisis, and rebuilding trust post-crisis.

AFTERNOON SEMINARS:

Grounding & Bonding Systems and Residential Electrical Inspection Basics

Anthony Bubrowski, South Middleton Township

Elevate your expertise with our residential electrical seminar designed for building code inspectors. This half-day program delves into critical areas such as systems, generators, transformers, pools and spas, and solar panels, offering a robust understanding of grounding and bonding to ensure safety and compliance. We'll also explore the latest updates to the 2020 NEC code, providing you with the insights needed to stay current in the ever-evolving field of residential electrical inspections. Join us to enhance your skills, ensure top-tier inspection quality, and stay ahead of industry changes!

Employment Law Issues for Supervisory Personnel

Andrew Aldair, Esq., Deasey, Mahoney & Valentini, Ltd.

This course will focus on important employment issues for supervisory

personnel. Learn how you, your company, or your municipality, can be held liable for employment discrimination and steps you can take to avoid it. The class will focus on helping supervisors to recognize and prevent conduct that can lead to hostile work environment claims, as well as a supervisor's duties and responsibilities when investigating discrimination claims. Additionally, the class will explore current issues for supervisory personnel under the Fair Labor Standards Act, including classification of exempt versus non-exempt employees, and issues involving overtime and compensatory time. This interactive class is taught by an experienced municipal solicitor and employment defense attorney who will share their experiences managing employment claims.

FRIDAY, SEP. 20th

MORNING SEMINARS:

Basic Building Vocabulary

Walter Schneider, Centre Region Code Administration

While code officials are taught the basics of the building code, they are not often taught how a building goes together and the proper terminology to use in referring to building elements. This course is designed to educate the building code official, inspector, and plans examiner on the basic vocabulary used in the building industry and how those elements are used in the built environment.

Zoning Hearing Board / Appeals Board

William Yeagley, Lower Allen Township

This seminar will focus on Zoning Hearing Boards. The zoning hearing board is a quasi-judicial body that renders decisions on specific types of land use appeals and applications. Members of the zoning hearing board are appointed by the governing body. Although the zoning hearing board functions like a court, formal court procedures are not strictly required. The primary purpose of the zoning hearing board is to help assure fair and equitable application and administration of the zoning ordinance. The zoning hearing board hears appeals

SEMINAR DESCRIPTIONS (continued)

from the zoning officer's determinations and grants relief from the literal enforcement of the zoning ordinance in certain hardship situations by means of a variance. The right to appeal for relief is an important step in ensuring that due process is followed when restricting use of private property for a predetermined public good. The zoning hearing board also hears applications for special use and challenges to the substantive validity of ordinances. The Pennsylvania Municipalities planning Code (MPC) provides a specific set of rules that must be followed for applications submitted to the zoning hearing board.

International Property Maintenance Code

Michael Simonson, City of Bethlehem

This course is designed to provide you with a basic understanding of the IPMC and how it regulates the minimum maintenance requirements for existing buildings. The IMPC is a maintenance document intended to establish minimum maintenance standards for basic equipment, light ventilation, heating, sanitation and fire safety. The responsibility for this maintenance is fixed among owners, operators and occupants for code compliance. The IPMC also provides for the regulation and safe use of existing structures in the interest of the social and economic welfare of the community.

HR for Department Heads

Jennifer Lucas, Bailey Brand Consulting

This presentation is designed for the code official who assumed the responsibilities of department head. In many instances municipalities do not have a human resource professional on staff. When this occurs the code official is left to figure it out on their own, which could lead to possible legal issues down the road. Topics of discussion will focus on the hiring process and what you can ask and what you should stay away from asking, disciplinary actions and proper documentation practices, annual employee review processes as well as exit interviews for employees who are leaving the workplace. ployment claims.

VIRTUAL OPTIONS

REGISTER ON WEBSITE ONLY
Paper registration is not an option.

Registration for virtual classes will remain open until the start of each webinar.

WEDNESDAY, 8:30am-12:00pm
UCC Update: 2021 ICC Code Adoption

WEDNESDAY, 1:30pm-5:00pm
Fundamentals of Codes

THURSDAY, 8:30am-12:00pm
Residential Enclosure Control Layers: Building Assemblies that Play Well Together

THURSDAY, 1:30pm-5:00pm
Grounding & Bonding Systems and Residential Electrical Inspection Basics

FRIDAY, 8:30am-12:00pm
International Property Maintenance Code

Descriptions available above.

REGISTER TODAY AT www.PENNBOC.org



CE INFORMATION

Every training session offered at the conference has been submitted to the ICC for CE recognition. The PA Department of Labor & Industry accepts ICC CE and makes no distinction between them and traditional CE. PENNBOC will email certificates of completion for each seminar. *Please ensure you provide us with a valid email address when registering.*

CONFERENCE SCHEDULE

Wednesday, September 18th

- 7:30am Attendee Registration & Full Breakfast
- 8:30am Morning Seminars
- 12:00pm Lunch / Business Meeting
- 1:30pm Afternoon Seminars
- 5:00pm Welcome Reception at Sun Inn Tavern (offsite nearby)

Thursday, September 19th

- 7:30am Attendee Registration & Full Breakfast
- 8:30am Morning Seminars
- 12:00pm Lunch
- 1:30pm Afternoon Seminars
- 5:00pm Reception at McCarthy's Red Stag Pub (offsite nearby)

Friday, September 20th

- 7:30am Attendee Registration & Full Breakfast
- 8:30am Morning Seminars
- 12:00pm Conference Ends



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CANCELLATION POLICY

Written cancellation must be received 5 working days prior to event. Training or Conference registrations will be returned minus a \$25 processing fee. With less than 5 days' notice, all unrecoverable expenses are forfeited; any balance remaining may be applied to future training. No refund on balances will be made. There are no refunds for membership dues.

ACTIVITIES

In addition to conference education seminars, there are a number of ancillary activities that you or your guests can take advantage of while at the PENNBOC conference.

Nearby Historic Museums & Activities - National Museum of Industrial History; Moravian Museum of Bethlehem; Rise & Fall of Bethlehem Steel Walking Tour; Self-Guided Bethlehem Heritage Walking Trail

Other local activities: Wind Creek Casino; Iron Pigs Baseball Games (AAA Phillies Minor League Affiliate); Colonial Blacksmithing Tours; Shopping along Main Street; Southside Bethlehem Arts & Entertainment District; SteelStacks.

Attendee Deadlines

Early Bird Deadline: Sep. 3rd

Registration Deadline: Sep. 15th

MEALS & RECEPTIONS

Your conference registration includes meals and receptions throughout the event.

All attendees are provided full hot buffet breakfast each morning at 7:30am before classes begin.

Lunches are provided to conference participants on Wednesday and Thursday.

In an effort to showcase downtown Bethlehem's historic district, evening welcome receptions for PENNBOC conference participants are hosted offsite at nearby local establishments a block's walk away from the conference hotel on Wednesday & Thursday evenings.

Wednesday's official welcome reception will be held at the **Historic Tavern at the Sun Inn's** outside courtyard. Thursday's reception will be held at **McCarthy's Red Stag Pub & Whiskey Bar**.



Register & pay online at www.PENNBOC.org