

Agenda

UBCC EDUCATION ADVISORY COMMITTEE

January 21, 2014 1:00 p.m.

Room 464 – Fourth Floor

Heber M. Wells Building
160 East 300 South, Salt Lake City, Utah

This agenda is subject to change up to 24 hours prior to the meeting

ADMINISTRATIVE BUSINESS:

Sign attendance sheet
Approve minutes from July 16, 2013
Swear in New Committee Member
Budget Reports for FY 2013-2014

NEW BUSINESS:

- a. Reimbursement Request – Bonneville Chapter ICC
- b. Increasing the \$125 per hour instructor fee
- c. Funding Discussion

NEXT SCHEDULED MEETING:

February 18, 2014; 1:00 p.m.; Room 475 (Fourth Floor)

Note: In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify, Dave Taylor, ADA Coordinator, at least three working days prior to the meeting. Division of Occupational & Professional Licensing, 160 East 300 South, Salt Lake City, Utah 84115, 801-530-6628 or toll-free in Utah only 866-275-3675

Posted to Web

Posted to Bulletin Board:

FY July 1, 2013 - June 30, 2014 UBC
COMBINED BALANCE SHEET & INCOME STATEMENT
For December 1-31, 2013

REVENUE	BUDGET	RECEIVED	ACTUAL YTD	
Surcharge Fees Projected (estimated only)	\$ 307,720.86	\$ 2,259.68	\$ 210,327.54	
Carryover Credit from Previous Years (after all payments)	\$ 863,003.75			
Total	\$ 1,170,724.61		\$ 210,327.54	
ADMINISTRATIVE ENCUMBRANCES	BUDGET	PAID	ACTUAL YTD	BALANCE
Salary and Benefits	\$ 43,188.58	\$ 4,900.87	\$ 27,752.50	\$ 15,436.08
Communication Services	\$ 500.00	\$ 37.73	\$ 228.54	\$ 271.46
Miscellaneous/Office Supplies & Printing/Library	\$ 50.00	\$ 6.84	\$ 6.84	\$ 43.16
Total	\$ 43,738.58	\$ 4,945.44	\$ 27,987.88	\$ 15,750.70
EDUCATIONAL GRANTS TO SCHOOLS		PAID	ACTUAL YTD	BALANCE
Bridgerland Applied Tech College	\$ 23,900.00	\$ -	\$ 1,301.58	\$ 23,900.00
Davis Applied Tech College	\$ -	\$ -	\$ -	\$ -
Dixie State College (Dixie Applied Tech College)	\$ -	\$ -	\$ -	\$ -
Salt Lake Community College	\$ -	\$ -	\$ -	\$ -
Southwest Applied Technology College	\$ -	\$ -	\$ -	\$ -
Uintah Basin ATC	\$ -	\$ -	\$ -	\$ -
Utah Electrical JATC/IBEW	\$ -	\$ -	\$ -	\$ -
Utah Valley State College	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 23,900.00	\$ -	\$ 1,301.58	\$ (1,301.58)
ASSOCIATION FUNDING GRANTS		PAID	ACTUAL YTD	
AIA Utah Chapter	\$ -	\$ -	\$ -	
Associated General Contractors - Utah / AGC-Utah	\$ -	\$ -	\$ -	
Associated Builders & Contractors of Utah	\$ -	\$ -	\$ -	
Beehive Chapter ICC	\$ 21,000.00	\$ -	\$ -	
Bonneville Chapter ICC	\$ 31,800.00	\$ -	\$ -	
Construction Specifications Institute Inc / CSI	\$ -	\$ -	\$ -	
Fire Marshal's Association of Utah	\$ 14,400.00	\$ -	\$ -	
IEC of Utah (Independent Electrical Contractors)	\$ 17,500.00	\$ -	\$ -	
Iron County Home Builders Association	\$ 8,300.00	\$ -	\$ -	
Northern Utah Building Inspectors	\$ -	\$ -	\$ -	
Park City Area Home Builders Association/PCAHBA	\$ -	\$ -	\$ -	
Rocky Mountain Gas Association	\$ 4,000.00	\$ -	\$ 3,120.00	\$ 4,000.00
Salt Lake Home Builders Association / SLHBA	\$ -	\$ -	\$ -	
SEAU (Structural Engineers Association)	\$ 23,700.00	\$ -	\$ -	
Southern Utah Home Builders Association / SUHBA	\$ 43,400.00	\$ -	\$ 1,040.00	\$ 43,400.00
Southern Utah Division IAEI	\$ 4,400.00	\$ -	\$ -	
UAPMO	\$ 13,800.00	\$ -	\$ -	
Utah Chapter IAEI	\$ 10,550.00	\$ -	\$ 7,295.25	\$ 10,550.00
Utah Chapter ICC	\$ 72,000.00	\$ -	\$ -	
Utah Construction Suppliers Association	\$ 27,000.00	\$ -	\$ -	
Utah Plumbing & Heating Contractors Association	\$ 43,000.00	\$ -	\$ -	
Utah Homebuilders Association	\$ -	\$ -	\$ -	
Utah Division of Occupational and Professional Licensing	\$ -	\$ -	\$ -	
Utah Valley Homebuilders Association	\$ -	\$ -	\$ -	
	\$ 334,850.00	\$ -	\$ 11,455.25	
TOTAL ENCUMBRANCES	\$ 402,488.58	\$ 4,945.44	\$ 40,744.71	
REVENUES (LESS ACTUAL EXPENDITURES)		PAID	ACTUAL YTD	
Total Revenue (Surcharges plus carryovers)			\$ 1,073,331.29	
Less Actual Expenditures			\$ 40,744.71	
Less Approved Unpaid Encumbrances			\$ 361,743.87	
TOTAL RESERVES			\$ 670,842.71	

*1301.58 FY 2013

*3120.00 FY 2013

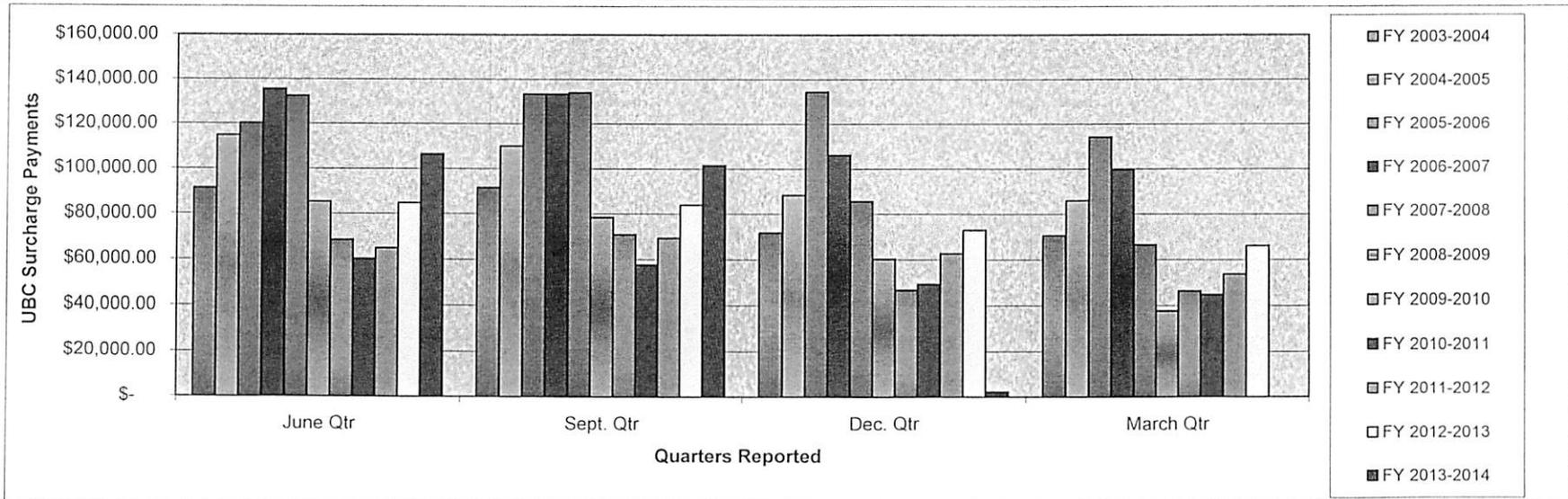
*1040.00 FY 2013

*7295.25 FY 2013

**COMPARISON OF
1% UBC SURCHARGE COLLECTIONS
FY 2004-2014**

Actual Totals @ Dec 31, 2013

Fiscal Year	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-2013	2013-2014
June Qtr	\$ 91,295.33	\$ 114,825.49	\$ 120,249.07	\$ 135,710.61	\$ 132,637.33	\$ 85,378.72	\$ 68,570.26	\$ 60,238.80	\$ 64,988.48	\$84,695.49	\$106,553.67
Sept. Qtr	\$ 91,623.10	\$ 110,045.61	\$ 133,560.26	\$ 133,527.80	\$ 134,091.44	\$ 78,464.64	\$ 70,983.02	\$ 57,735.96	\$ 69,482.84	\$84,004.48	\$101,514.19
Dec. Qtr	\$ 71,787.00	\$ 88,467.33	\$ 134,536.79	\$ 106,137.29	\$ 85,720.69	\$ 60,315.33	\$ 46,730.96	\$ 49,352.78	\$ 62,816.00	\$72,946.39	\$2,259.68
March Qtr	\$ 70,570.74	\$ 86,086.16	\$ 114,195.23	\$ 99,860.01	\$ 66,497.04	\$ 37,660.88	\$ 46,339.44	\$ 44,810.88	\$ 53,879.52	\$66,074.50	
TOTAL	\$ 325,276.17	\$ 399,424.59	\$ 502,541.35	\$ 475,235.71	\$ 418,946.50	\$ 261,819.57	\$ 232,623.68	\$ 212,138.42	\$ 251,166.84	\$307,720.86	\$210,327.54



**COMPARISON OF
1% UBC SURCHARGE COLLECTIONS
FY 2004-2014**

Actual Totals @ Dec 31, 2013

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TOTAL	\$ 325,276.17	\$ 399,424.59	\$ 502,541.35	\$ 475,235.71	\$ 418,946.50	\$ 261,819.57	\$ 232,623.68	\$ 212,138.42	\$ 251,323.78	303,606.39	210,327.54

DEPARTMENT OF COMMERCE
Division of Occupational and Professional Licensing
160 East 300 South, Main Lobby
P.O. Box 146741
Salt Lake City, UT 84114-6741
(801) 530-6457



REQUEST FOR REIMBURSEMENT FORM

(to be submitted at the completion of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda. We provided the training program as outlined in our original application except for the following changes (*attach additional pages if needed*):

-
1. Instructor's Name(s): **Chris Kimball, Scott Adams, Steve Thomas, Terrell Stripling, Doug Smith.**
 2. Seminar Title/Subject: **20th Annual Fall Educational Institute.**
 3. Date(s) of Training: **November 6th-8th, 2013.**
 4. Location of Training: **Utah Cultural Celebration Center (WVC, Utah)**
 5. Instructor Fees and Travel/Meals (*not to exceed \$3,000 for an 8 hour day*) \$ 12,904.00
 6. Textbooks, Workbooks, Code Update Books
Title(s): **Plan Review part 1&2, 12' IFC Significant Changes, IBC Advanced Accessibility, 12' IRC Sig. Changes, 12' IBC Fire Rated Constr., Solar PV Systems Comm. & Res., 12' IBC Sig. Changes, 12' IBC Extreme Buildings Review & Inspection.**
\$ 4,496.98
 7. Facility Cost: \$ 2,012.50
 8. Audio Visual Equipment: \$ 1,672.76
 9. Printing: \$ 1,529.62
 10. Postage and handling: \$ 820.68
 11. Other (*please detail*): \$ 378.90
 12. Total Educational Expenditures: \$ 23,815.44
 13. Number of actual students 317
 14. Training duration in hours 8
 15. Total hours of training (*line 13 x line 14*) 2536
 16. Maximum cost - per student hour \$10.00 (*line 15 x \$10.00*) \$ 25,360.00
- Total Reimbursement Request** (*Lower of Total Educational Expenditures (line 12) or Maximum (line 16)*): **\$ 23,815.44**

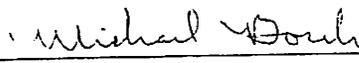
I/we hereby verify that I/we provided this educational program for which we obtained approval prior to the program and I hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

Bonneville Chapter of ICC
Organization Name


Federal I.D. Number

Michael Bosch
Authorized Representative (*Type Print*)

Treasurer
Title


Signature

Dec. 12, 2013
Date

Reimbursement Review

Original Approval

- Approved for \$30,000.00
- Instructor fees not included in original approval

Submitted for Reimbursement

- Requested Amount: \$23815.44
- Instructor Fees: \$12,904.00
Nine 8 hour sessions = 72 instructor hours
\$179 per hour.
- 4 instructors
Instructor 1: \$2400.00 (\$150 per hour)
Instructor 2: \$4200.00 (\$175 per hour)
Instructor 3: \$5304.00 (\$221 per hour)
Instructor 4: \$1000.00 (\$125 per hour)

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
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i. APPLICATION FOR BUILDING CODE TRAINING FUNDS GRANT

(to be submitted prior to training program)

Request Date:

New Request: \$

Additional Funding Request: \$

Total Grant Amount Requested: \$

Total Instructors Fees (estimated): \$

Instructor Fees: \$

Instructor Expenses: \$

We understand and acknowledge that even if this application is approved the maximum amount that will be reimbursed will be the lowest of items 1-4 below. If appropriate, may be reduced under items 5 and 6:

1. If the event is not held \$0.00 cost is reimbursable
2. \$10.00 per student hour of actual instruction. (# students actually attending x # hours course duration x \$10.00)
3. The actual reimbursable costs supported by paid invoices not to exceed # 4 or
4. The amount of grant as requested above (although additional costs may be paid if the cost results from excess attendance over anticipated).
5. Funding grants will be reimbursed only for expenditures which have been negotiated in good faith to ensure the best reasonable value.
6. Any instructor fees in excess of \$125.00 per hour will be subject to further review and approval by the Committee, the Division and the Department. (This is a maximum amount established for review purposes only and is not intended to be used as a guaranteed amount. Good faith negotiations are required as in item 5 above.)

Requesting Organization:

Federal I.D. #:

Street Address:

City:

State:

Zip:

Contact Person:

E-mail Address:

Phone:

Fax:

Event Title:

Date(s) of Training:

Location(s):

Training Objectives:

Projected Number of Students:

Projected Number of Hours of Instruction:

Name of Authorized Representative (Print)

Title

Signature of Authorized Representative

Date of Signature

EDUCATION COMMITTEE ACTION

Advisory Committee Recommendation: Favorable Unfavorable
 Date: ___/___/___ Amount Recommended: \$ _____

Reason: _____

Not Approved Approved Amount: \$ _____
 Article II. DEPARTMENT OF COMMERCE ACTION
 Bureau Manager: _____ Date: ___/___/___
 Division Director: _____ Date: ___/___/___
 Department Director: _____ Date: ___/___/___



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(to be submitted at the completion of the training program)

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1. Instructor's Name(s): _____
2. Seminar Title/Subject: _____
3. Date(s) of Training: _____
4. Location of Training: _____
5. Total Instructor Fees and Travel/Meals *(not to exceed \$3,000 for an 8 hour day)* \$ _____
 - a. Instructor Fees: \$ _____
 - b. Instructor Travel *(total i-iv)*: \$ _____
 - i. Airfare \$ _____
 - ii. Mileage \$ _____
 - iii. Meals \$ _____
 - iv. Other *(please specify)* \$ _____
6. Textbooks, Workbooks, Code Update Books
 Title(s): _____ \$ _____
7. Facility Cost: \$ _____
8. Audio Visual Equipment: \$ _____
9. Printing: \$ _____
10. Postage and handling: \$ _____
11. Other *(please detail)*: _____ \$ _____
12. Total Educational Expenditures: \$ _____
13. Number of actual students _____
14. Training duration in hours _____
15. Total hours of training *(line 13 x line 14)* _____
16. Maximum cost - per student hour \$10.00 *(line 15 x \$10.00)* \$ _____

Total Reimbursement Request *(Lower of Total Educational Expenditures (line 12) or Maximum (line 16))*: \$ _____

I/we hereby verify that I/we provided this educational program for which we obtained approval prior to the program and I hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

 Organization Name

 Federal I.D. Number

 Authorized Representative *(Type/Print)*

 Title

 Signature

 Date