



MINUTES

WOBO BOARD OF GOVERNORS MEETING

April 21, 2010

Intercontinental Hotel

Mexico City, Mexico

- Call to Order.** The meeting was called to order on April 21, 2010 at 8:25 AM by President George Miller. The agenda for the meeting was accepted. **See Enclosure A.**
- Introduction.** Self introductions of members and guests were completed. Those present included:

George Miller – USA	President
Robert Solomon – USA	Secretary/Treasurer
Raymond Chan – -Hong Kong/SAR	Governor
Keith Mansfield – Australia	Governor
Kenneth Yun – Hong Kong/SAR	Hong Kong Institute of Surveyors
- Call for Quorum.** It was noted that since only four governors were present, certain items recommended for action would be subject to approval/confirmation by a ballot by the other governors. Article 17 of the WOBO by-laws requires a quorum to consist of a majority of governors to be present to conduct business. Since only four governors were present, matters could be discussed but a final action on certain items would have to be deferred until reviewed/approved by a majority of governors.
- Review/Approval of Minutes.** November 11, 2008 Meeting, Cairo, Egypt. The Minutes were approved as submitted.

5. Reports and Updates

- Secretary/Treasurer Update
 - Paid membership is around 150 members. 2010 renewals have been coming in very slowly. Reminders to renew membership by those that have been delinquent have been sent out on a regular basis.
 - Financial information shows that the current account balance is \$52,280.40 (USD). As the case has been since 2004, the only expenses that have been charged back to the WOBO resources has been for travel to several UN programs by one or more governors. A liability of approximately \$2,200.00 (USD) is outstanding for Governor Channan's trip to Rio in April of this year for the WUF Conference.
- World Urban Forum 5 Conference
 - WOBO received an invitation in September, 2009 through Governor Channan to provide a presentation on WOBO and its activities. This was the only communication received on the event. The Secretary solicited volunteers who wanted to attend the WUF 5 event in Rio de Janeiro, Brazil to do a presentation about WOBO. Governor Arafat agreed to represent the organization. Travel arrangements were made and a presentation was developed for the event. In February, Governor Channan also expressed a desire to attend the event and the Governors approved a travel stipend for his attendance.
 - A review of the WUF 5 agenda indicated there was no time slot or specific session ever set aside for the WOBO presentation. No information was ever communicated to NFPA or to Governor Arafat about the presentation.
 - After Governor Arafat had taken time away from his family and business to travel for the conference, it was disrespectful of the WUF 5 organizers to have not provided the session they had offered in September of 2009. It was agreed that WOBO should not commit its time or resources to UN programs unless information can be confirmed well in advance.
- WOBO Relationship with the UN.
 - The WOBO experience with WUF 5 described previously is part of a somewhat repetitive pattern involving the various UN organizations that

WOBO has or should have a relationship with. There have been several instances where communication from the UN does not reach the WOBO secretariat. The job of the Secretariat is to serve as the provider of information to the UN. If we are not directly contacted for information, we have no idea if some response or action is necessary. In the last few years, NFPA in our role as Secretariat has seen this happen with two quadrennial report requests and just this year with the WUF 5 conference in Rio and a UNIDO request for information. It would appear that some of the UN requests are sent to Governor Channan who passes the information along to NFPA. In other cases, it appears that no information is sent to Governor Channan or to NFPA thus none of us has an idea that information is needed or that a problem exists. The various UN entities need to have a single point of contact – namely the Secretariat – who is in a position to act on requests for information.

- WOBO can offer solutions and share knowledge to various UN organizational concerns, but only if asked. Although WOBO has the consultative status with the UN, the questions must be asked: “How does this benefit WOBO? How does this benefit the UN?” A request was made that Governor Channan prepare a White Paper or talking points to explain the benefits and advantages of the UN affiliation. Part of this issue should also include a discussion on how WOBO can better explain itself and its resources to the UN entities that could or should have an interest in WOBO. Governor Solomon will assist with preparation of this paper.

- Administration of WOBO
 - This item was placed on the agenda since some of the recent events have made it less clear to NFPA if we are the administrators of WOBO or not. Some information goes around us and in several cases, not to us at all, or through a middleman. If NFPA is to continue as the administrator of the organization, it is critical that NFPA be the contact point for the organization. Those present supported NFPA’s role as administrator and supported NFPA’s continuing role in that activity.

- Update on Natural Hazard/Disaster Recovery
 - The USA, through the National Institute of Building Sciences (NIBS) has organized a central bank of resource organizations that are considering ways to assist in the long term recovery efforts in Haiti. At this point, NIBS has compiled a list of entities that have expressed an interest in the rebuilding effort. A list of those groups is shown in **Enclosure B**.

- The country building code used in Chile seems to have greatly minimized the amount of damage to buildings and infrastructure. Governor Chan noted that HKIS assembled a group of engineers and received financial aid to evaluate damage and to initiate the rebuilding effort following the Qinghai Province earthquake earlier this year. The HKIS experience indicates that it is better to go into such areas as an NGO rather than as a governmental entity.

- Code Compliance in Developing Countries
 - Correspondence from Ben Bradford, BB7 Consultants, was discussed. **See Enclosure C.** In essence, he is working on a project that attempts to quantify the cost of complying with and conforming to building regulations (codes and standards) that are typically used in developed nations. Cost compliance can sometimes be economically prohibitive in developing countries and nations. The WOBO Secretariat had previously written back to Mr. Bradford to encourage his project. The Governors very much supported the idea and asked that Mr. Bradford be contacted again to offer WOBO resources as a formal project review partner.

- New Zealand Project Concerning Qualifications of Building Officials
 - Correspondence from Roger Hay was discussed. **See Enclosure D.** Mr. Hay is looking into a program or plan that would establish some level of professional qualifications for code officials in New Zealand. Mr. Hay had received replies from the WOBO Secretariat and from Governor Gibson. The governors suggested that Mr. Hay be contacted again and provided with contact information for Governor Mansfield. His proximity to New Zealand would make it somewhat easier to work on this initiative.

In the future, WOBO may be interested in establishing/developing a qualification or certification plan for code officials.

6. **New Business.** No items were brought up in this category.

7. **Next Meeting of Governors.** The Governors noted that a meeting should be held in 2011. Ideally, it should be held in conjunction with or as a part of a regional or county technical event. The models for this type of meeting have included the joint JCBO/WOBO conference in Tokyo and the ABE conference in Maidstone, UK. Governor Arafat had communicated that a meeting in Amman, Jordan should be considered for the 2011 venue.

MINUTES CONCERNING ELECTION OF THE NEW BOARD OF GOVERNORS

The Governors reviewed the list of 15 candidates that had been nominated to serve in an upcoming 3 year term. Directly related to this discussion was the matter concerning election of a President for the next 3 year term. Mr. Miller announced that he would no longer be pursuing another term as President. Due to the timing of this news, the members present decided on the following course of action.

1. Since other incumbent Governors may have had an interest in running for President, it was decided that nominations for President should be re-opened. Since the membership elects the President, the members agreed to the following:
 - April 21, 2010: Members agree to reopen nominations for President.
 - June 1, 2010: Nomination date deadline for nominations.
 - June/July 2010: WOBO Secretariat will establish a method to have election for President to be completed by email or online process.
2. Once the process outlined above is completed, the other Governors will be asked to consider nominations for Vice President and Secretary/Treasurer. Upon completion of the elections, Mr. Miller will become Immediate Past President.

The Governors present noted that this process is wholly consistent with the WOBO bylaws. Specifically:

- Section 41: Requires the President to be elected by the Membership.
- Section 41: Requires the other officers to be elected by the Board.
- Section 69: Permits the business of the organization to be conducted by mail. This includes decisions requiring a vote.

The Board considered the slate of 15 nominations that were received. Fourteen of the nomination forms were for election to the Board of Governors and one nomination form was for President. After a review of the candidates and, when applicable, a review of the supporting materials, the members present selected the following members to serve a new three year term. They are:

1. Harbi Arafat - Jordan
2. Raymond Chan – Hong Kong, SAR China
3. Omkar Nath Channan - Canada
4. Pravin Valji Darad - Seychelles
5. Imad Yahya Eldurubi - USA
6. Graham Brian France – Falkland Islands
7. David Gibson - UK
8. Fang Li - China
9. George Miller - USA
10. Martin Harold Reiss - USA
11. Mukunoki Shuji - Japan
12. Robert Solomon - USA
13. Stewart Alan Titheradge – Australia
14. Tim Ward - USA

A note of explanation is in order for the one nomination from Majed Dabdoub. While eminently qualified to serve on the board credential wise, his nomination was not voted favorably for the following reasons:

1. The appointment would have resulted in six of the 15 positions being held by a US representative.
2. The appointment would have resulted in three of the 15 positions being held by an ICC representative.
3. The application had a notation that the individual had a desire to be elected as President rather than just a Governor.

The fourteen members were selected to become the new Board of Governors.

Upon conclusion of the elections, the members present passed a motion to express their thanks to George Miller for his term of President from 2003 - 2010.

The members were invited to a hosted dinner that night at the Palm Restaurant.

The meeting adjourned at 12:05 PM.

Minutes Submitted by Robert E. Solomon, Secretary/Treasurer

ENCLOSURE A

AGENDA



AGENDA

WOBO BOARD OF GOVERNORS WOBO MEMBERSHIP MEETING

WEDNESDAY APRIL 21, 2010

**PRESIDENTE INTER – CONTINENTAL HOTEL
Campos Eliseos #218 Col Polanco,
Mexico City, Mexico**

7:30 AM Breakfast Available/Served

8:00 AM Board of Governors Meeting – Call to Order

- Call To Order
- Introductions
- Call for Quorum
- Review/Approve Minutes of November 11, 2008 Meeting
- Reports and Updates
 - Secretary/Treasurer Update
 - Membership
 - Financial Update

- Action Items
 - WUF 5 Conference
 - Expectations
 - Problems
 - Communication Breakdown
 - Organizers

 - WOBO Relationship with UN
 - Benefits
 - Advantages
 - Concerns

 - Administration of WOBO
 - Desire to continue with NFPA
 - Options
 - Other organizations that have interest
 - Professional Association Management Firm

 - Update on Haiti and Chile Earthquake Recovery Efforts
 - USA initiatives
 - Other countries/organizations

 - Cost of Codes Compliance in Developing Countries
 - Ben Bradford, UK

 - New Zealand Project – Professional Qualification of Building Officials – Roger Hay.
 - WOBO Secretariat Response
 - David Gibson Response

- New Business
- Next Meeting
- Adjourn

During this meeting, the Governors will recess at approximately 10:30 AM to consider nominations for the Board and to respond to any membership questions. The agenda will pick up again with adjournment planned for no later than 2:00 PM.

ENCLOSURE B

**NIBS LIST OF ENTITIES - INTEREST IN THE
REBUILDING EFFORT**

Haiti Toolkit Meeting Notes

February 17, 2010
National Institute of Building Sciences

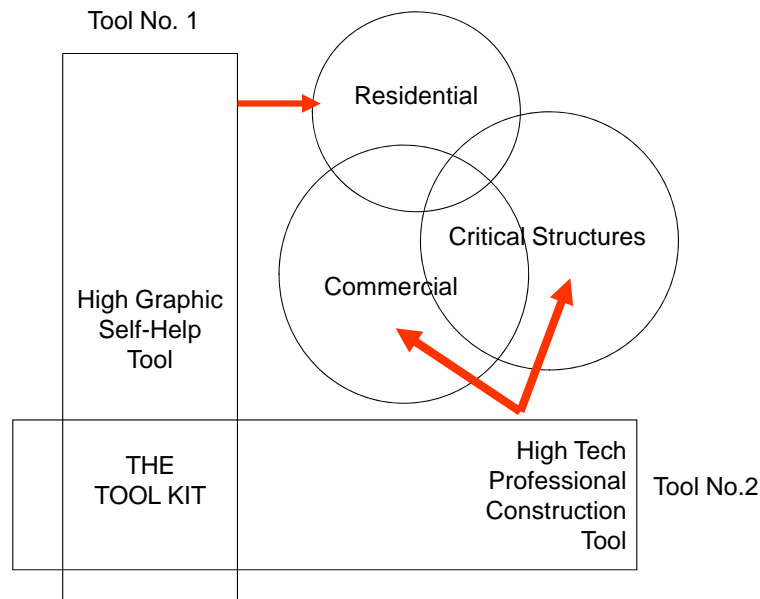
Thank you everyone for participating in the Haiti Toolkit Meeting on February 17, 2010. Attached you will find a list of on-site participants and those known to have participated via email.

We made significant progress in our discussion, much to the credit of those participating. I am actively pursuing a web portal to start work on this project. There were some great outcomes from this meeting. Our work scope has been clearly defined and based on the discussions; we need to focus on development of at least two tools in our kit: one addressing residential construction and the other setting forth recommendations for other structures including commercial and critical structures.

By definition, we should classify residential as single or two family dwellings. I am not sure if this is an appropriate breakdown given the culture in Haiti but it is at least an initial stab at where to begin.

The other occupancy type, commercial needs to be separated into two categories, separating out critical structures such as hospital, schools, and other emergency service facilities.

The diagram below sets apart these three occupancy types.



Within the three occupancy classifications, we need to address the following components:

- Project Oversight
- Design Criteria
- Materials and Systems
- Training
- Enforcement and Quality Control
- Reconnaissance, Information Gathering and Feedback

I did take the liberty of combining the Reconnaissance, Information Gathering and Feedback categories into one component. Hopefully, this does not pose any undue concern for any of the participants

It was determined the residential component of the toolkit should be developed as a graphical presentation that illustrates best practices for critical connections and securing sustainable construction. The tool set for commercial structures could reflect current best practices to achieve resistance to hazards attributed to seismic and high wind events.

The discussion also focused on the recommendation that all critical structures, particularly health care facilities, should be constructed in a manner to mitigate damage resulting from hazards such as hurricanes and earthquakes particularly when funded with resources from the United States.

The timetable for this project is identified as 60 to 90 days for completion. Once the portal is activated, committees can start their work. Periodic updates will be provided to all participants via webcast meetings. Subcommittees would work through teleconferencing or e-meetings to complete their work. The web portal will provide a work page for each subcommittee and be open to all to view.

At this point, we are also looking for individuals to chair the subcommittees and participants in the various committees. To date, the following individuals have indicated a preference for committees and may have volunteered to chair:

- Project Oversight
 - o Nancy McNabb
 - o Tim Ryan
- Design Criteria
 - o Moises Macias
 - o Gary Ehrlich
 - o Pete DeMarco
 - o Robert Wills
- Materials and Systems
 - o Bob Smith (Water Systems)
 - o Robert Wills

Training

- John Gaal
- Pete DeMarco
- John Hattery
- Alfredo Ramirez
- Nancy McNabb
- Tim Ryan

Enforcement and Quality Control

- Pete DeMarco (Chair)

Reconnaissance, Information Gathering and Feedback

I would also like to acknowledge the offering from Open Geospatial Consortium to provide and support a web portal for the work on the Haiti Toolkit. More information will be forthcoming on the use of the portal in the coming days.

HAITI TOOLKIT PROJECT

February 17, 2010 – Meeting Participants

Robert Anderson	California Seismic Safety Commission
Michael Armstrong	International Code Council
Jay Berger	Earthquake Engineering Research Institute
Hector Camps	PHI Cubed
Kelly Cobeen	Wiss, Janney, Elstner Associates, Inc
Pete DeMarco	International Association of Plumbing and Mechanical Officials
James (Dan) Dolan	Washington State University
Christopher Doyle	U.S. Department of Homeland Security
C. Morgan Edwards	
Gary Ehrlich	National Association of Home Builders
Martin Eskijian	
John Gaal	Carpenter's District Council of Greater Saint Louis and Vacinity
Henry Green	National Institute of Building Sciences
Peter Griem	S/L/A/M Collaborative
John Hattery	Home Builders Institute
David Hattis	Institute for Building Technology and Safety
Perry Haviland	
Claret Heider	National Institute of Building Sciences
Bion Howard	Building Environmental Science and Technology
Carroll Hughes	SPACEPLAN
Martin Johnson	ABS Consulting
Malia Kalahele	Architects Without Borders
Mila Kennett-Reston	U.S. Department of Homeland Security
Phil Line	URS
Moises Macias	MM Structural Engineers
Judy Marks	National Institute of Building Sciences
Nancy McNabb	National Fire Protection Association
Richard Paradis	National Institute of Building Sciences
Ken Pearson	ASTM International
Mark Pierepiekarz	MRP Engineering, LLC
Alfredo Ramirez	Underwriters Laboratory
Ellen Rathje	University of Texas at Austin
Doug Read	ASHRAE
Jim Rossberg	American Society of Civil Engineers
Richard Rush	
Tim Ryan	City of Overland Park, KS
James Salmon	Collaborative Construction Resources, LLC
Phil Sanblanet	Masonry Society
Phil Schneider	National Institute of Building Sciences
Chris Sebilia	EDCI Engineers
Patricia Skinner	LSU AgCenter & Sea Grant
Bob Smith	
Edward Soenke	The Design Partnership
Douglas Sordyl	American Concrete Institute
RK Stewart	Perkins and Will
Stephanie Stubbs	National Institute of Building Sciences
Robert Thomas	National Concrete Masonry Association
Sean Wallace	International Code Council
Joseph Wendler	American Society of Mechanical Engineers
Robert Wills	American Iron and Steel Institute
Steven Winkel	Preview Group
Brent Woodworth	
James Lee Witt	James Lee Witt Associates
Jerry Mallory	Johnson County, Kansas
Sean Reid	Johnson County, Kansas
Traves Ogilvie	Delta H, LLC

ENCLOSURE C
CORRESPONDENCE - BEN BRADFORD
BB7 CONSULTANTS

From: [Solomon, Robert](#)
To: benbradford@bbseven.com
Cc: [Abrams, Rachel](#)
Subject: RE: Research Interest.
Date: Tuesday, February 23, 2010 7:40:00 AM

Dear Ben:

Thank you so much for sharing your idea. It is an intriguing subject and one actually that NFPA worked on about 15 years ago with the World Bank and the International Finance Corporation. Compliance with US or EURO code provisions can be an expensive proposition. Developing/emerging national economies do not have the funds available to meet every detail in the codes. The concept idea that NFPA worked on considered a basic version of the code requirements. One example I recalled was to have a basic requirement for stairs; how many; rise and run geometry; railing requirement. Leaving out all of the detailed provisions for the guards, hand rail geometries and tolerances might have made it more practical to achieve a fundamentally safe stair design but a design that was somewhat short of a fully code complying stair. Of course, the problem becomes the subjective nature of deciding what provision(s) could be set aside but still provide a safer condition than what the country norms are at present.

Your study is also timely as I have seen rebuilding efforts for Haiti being called on to meet US codes. I see that as a huge challenge as Haiti is the poorest economy in the western hemisphere. One must ask where would the money come from to meet the letter of the US codes or the EURO codes?

The WOBO membership and Board of Governors will be meeting in Mexico City in April. Your topic is precisely the type of project that WOBO was created to look at. I will see what resources we may be able to provide in support of your project.

robert
Robert Solomon, PE
NFPA



Please consider the environment before printing this e-mail.

From: Abrams, Rachel
Sent: Monday, February 22, 2010 10:38 AM
To: Solomon, Robert
Subject: FW: Research Interest.

Robert, would you handle this?

Rachel Abrams

NFPA | International Operations Administrator
x7238

From: Ben Bradford [mailto:benbradford@bbseven.com]

Sent: Sunday, February 21, 2010 3:59 AM

To: Abrams, Rachel

Subject: Re: Research Interest.

Hello Rachel

I wanted to run this idea past someone senior at WOBO and wondered if you may be able to pass it to the appropriate person.

Having had some experience of working in rapidly emerging countries I have developed an interest in researching **“The economic, and environmental impact on developing and rapidly emerging countries who do not have a system of building control, or their own codes which are appropriate for their own political, economic, social, technological, environmental, and legal conditions”**. Most developing countries have outdated codes left by former colonial rule, and emerging ones tend to adopt Western codes at huge cost to them as they develop. In my experience the straight adoption has economic drawbacks and the lack of any regulatory system may have a long term environmental effect globally. For example without a system of control or appropriate codes then a country like Libya will spend 50 billion in five years but be left with a patchwork quilt of a built environment due to all the different nationalities who sell their expertise to them.

I have been considering pursuing this research and gaining support from a University (maybe Reading), the RICS Foundation and with any luck WOBO and the UNDP.

My interest in this topic started a number of years ago whilst writing my undergraduate thesis. Then I travelled to Sierra Leone in West Africa and wrote my Masters thesis having investigated their system which was left by the British in 1961 but has not been updated since and may have hindered the post-conflict reconstruction. Their system specifies a lot of concrete and steel, which are two materials not in abundance, unlike clay and timber which they have and maybe far more sustainable.

In my career I have presented at Vietnam’s first RICS commercial property conference on my experiences gained witnessing the growth of Dubai and Abu Dhabi and last year I presented to about 100 Architects at Al Fateh University in Libya on a similar topic.

If you know anyone who may have an interest in this or wish to be involved then do please get in contact.

Regards

Ben Bradford
Director for and on behalf of BB7



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ENCLOSURE D
CORRESPONDENCE - ROGER HAY

From: [Solomon, Robert](#)
To: ["Roger Hay"](#)
Cc: [Abrams, Rachel](#); ["george.d.miller@comcast.net"](mailto:george.d.miller@comcast.net)
Subject: RE: Professional Qualifications of Building Officials
Date: Friday, February 05, 2010 3:46:00 PM

Dear Mr. Hay:

Thank you for your email about WOBO and for contacting us about the qualification issues you are looking into. First, I would caution you that I am not aware of a “professionally qualified” credential for a code enforcement official. In the US there are Certified Building Official programs as well as Certified Fire Inspector and Certified Fire Protection Specialist programs. These programs represent the kind of credentialing that many jurisdictions in the US and now in some middle eastern countries utilize for individuals who do plan reviews, building inspections and overall code enforcement.

If your intent is to strive for a professional qualification that would require code officials to have an architectural or engineering degree I am not aware of any country-including the US- that specifies that level of training and credentialing.

With regard to the criticism you have of the NZ codes (widespread use, in timber-framed new housing, of intrinsically faulty and untested new cladding systems, which led directly to serious growth of rot and toxic mould in the framing.), isn't that more a function and potential fault of what the prevailing codes would permit rather than anything to do with the enforcement of the codes? Or conversely, are these elements expressly prohibited in the NZ codes thus it is an enforcement problem?

I believe that some of the individual WOBO governors may be able offer some assistance on that aspect. We do have a meeting of all of the Governors coming up in April of this year in Mexico and perhaps we could make this a broader agenda item. As an organization, we may be able to recommend one or two individuals who you could contract with to have an evaluation done of the NZ system.

Please let me know how you wish to proceed.

robert
Robert Solomon, PE
NFPA



Please consider the environment before printing this e-mail.

From: Abrams, Rachel
Sent: Thursday, February 04, 2010 2:04 PM
To: Solomon, Robert
Subject: FW: Professional Qualifications of Building Officials
Importance: High

Hi Robert,
Please read Mr. Hay's proposition to WOBO below...

Rachel Abrams
NFPA | International Operations Administrator
x7238

From: Roger Hay [mailto:rogerhay@actrix.co.nz]
Posted At: Thursday, February 04, 2010 3:48 AM
Posted To: WOBO
Conversation: Professional Qualifications of Building Officials
Subject: Professional Qualifications of Building Officials

Dear Rachel Abrams,

I have just faxed you my application for individual membership of WOBO, which I should have joined years ago.

This email message is to request WOBO's advice and assistance. The circumstances of this request are that -

1. In about 1986 (it may have been either 1985 or 1987) I met with a delegation of senior WOBO officials who had been invited to visit New Zealand to attend the conference of the then New Zealand Institute of Building Inspectors (NZIBI) - now called the Building Officials Institute of New Zealand (BOINZ).

As best as I can now recall (I am now 75) the WOBO delegation included Omkar Nath Channan, plus the then WOBO secretary (from Canada), and a representative from the UK, and also one from Australia.

2. At the time, I was working in Standards New Zealand as a technical adviser on Building Standards, with specific management responsibility for -

- the administration of the then technically-archaic and very obscurely-written Standard on fire safety design requirements; and also for -
- the simultaneous project to radically revise New Zealand's fire safety Standard, terms of modern fire engineering knowhow, from first principles.

The first aspect of that work had brought me into contact with many of New Zealand's building inspectors, and as a result, I had been invited to attend that NZIBI conference.

It was particularly significant that, apart from the WOBO delegation, I was the only professionally-qualified person at the NZIBI conference.

3. The key point is that the WOBO delegation took me to one side to express its concern that, to their knowledge, New Zealand was the only developed country in which the building controls system was

being administered by untrained and professionally-unqualified building inspectors.

They told me that, in all other developed countries, the building controls systems are administered only by professionally-qualified architects, building surveyors, and engineers. In those other countries unqualified building inspectors (such as those in New Zealand) are used only to inspect construction work on building sites, and had no administrative responsibilities.

4. I then did my best to convey that WOBO message to the relevant authorities, but it fell on deaf ears. Consequently, today, the administration of building controls in New Zealand, is still just as technically primitive as it was in 1986. However, recently that technical incompetence has been the major factor in allowing the widespread use, in timber-framed new housing, of intrinsically faulty and untested new cladding systems, which led directly to serious growth of rot and toxic mould in the framing.

That critical situation has now led our Government to review our system of building controls, in relation to which I am now preparing a major submission.

5. Now I wish to recommend to the New Zealand government is that it invite WOBO to

-
- carry out an expert 3rd party audit of the actual technical competencies with which our building controls system is now being administered, and -
- make specific recommendations on the minimum qualifications and training that our building officials should be required to have; and -
- make whatever other recommendations are necessary to ensure that our building controls system will, in the future, be administered in as efficiently, effectively and reliably as WOBO knows is normal in other developed countries.

6. My request is : Would you advise me whether WOBO be both able and happy to accede to such an invitation from the New Zealand government, if I can persuade it to issue one ?

Could you email me your response just as soon as possible ?

Roger Hay, *B.Arch, ANZIA (Ret'd)*
Research Architect :
Building Codes & Standards
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Wellington 6037
phs 04 973 7906 / 021 079 3170