

**JOINT MEETING OF
THE WICHITA-SEDGWICK COUNTY
METROPOLITAN AREA BUILDING AND
CONSTRUCTION DEPARTMENT
ADVISORY BOARDS**

January 26, 2015

The joint meeting of the Metropolitan Area Building and Construction Department Advisory Boards was commenced by Tom Stolz, Director of the MABCD, on Monday, January 26, 2015, at 10:00 a.m. in the 1st floor Board Room, City Hall, 455 N. Main, Wichita, Kansas.

Tom Stolz reviewed the previous year's goals, accomplishments, and performance measures for MABCD and provided copies of each:

- Staffing has remained the same for two years, although some of the position titles have changed.
- There have been some changes in duties for some of the staff.
- Staff certifications are being monitored to ensure that staff certifications and CEU's are up-to-date.
- Permit fees, plan review fees, and contractor license fees have been consolidated.
- Cross training of a group of Neighborhood Inspection staff for the purpose of assisting Building Inspection staff has been completed.
- A building for the co-location of the two separate office sites of MABCD has been purchased.
- The 2014 NEC, 2012 UPC, and 2012 IMC were adopted.

Proposed goals and performance measures for 2015 will include:

- Move into the 271 Building and provide more efficient operations for our customers.
- Increase and enhance the technology used by MABCD to better serve customers.
- Adopt the 2012 IRC, 2012 IBC, and 2012 IEBC.
- Merge MABCD City and County budgets into one budget for the department for the 2016 budget.
- Transfer the software licenses for the permitting software to the County.
- Continue to streamline operations.
- Continue to work toward consistency.
- Create a department policy manual and make it available online.
- Focus on non-compliance to make the jurisdiction safe and to be fair to the contractors who do comply.
- Study of merging well and property title transfer inspections into one local inspection unit.

Justin Waggoner, Sedgwick County Counselors' Office, reviewed Board protocol:

- There is no official requirement for a public agenda item on the Board agendas; however, Mr. Stolz has added the item to all Board agendas.
- Public Agenda items are generally 'receive and file' items.
- In rare instances, the Board may vote to add an item to the agenda so action can be taken.

Jeff Van Zandt, City of Wichita Law Department, reviewed the Kansas Open Meeting Act:

- Advisory Boards are subject to the Kansas Open Meeting Act.
- Reminder to all Advisory Board Members not to discuss Board business outside of Board meetings when in a group of fellow Board Members.
- Reminder not to 'reply all' when responding to emails sent to all Board Members.

Mr. Stolz advised that the two-year terms for Board Members end in June. Anyone not wishing to be reappointed should let Mr. Stolz know by the end of March. Those who are reappointed and any new appointees will be sworn in in July.

The floor was opened for questions from the attendees. With no other business to discuss, the meeting was dismissed.