



# CALBO

## TRAINING INSTITUTE

2018-2019 ANNUAL TRAINING CATALOGUE

*Building a Stronger California*

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REGISTER ONLINE  
[www.calbo.org](http://www.calbo.org)



# Message from CTI

## Welcome Friends of CALBO!



### 2018-2019 CTI Commission

#### **CHAIR | Bob Latz**

Regional Manager  
CSG Consultants, Inc.

#### **VICE CHAIR | Raj Patel**

Professional Engineer, City Building Official  
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Chief Building Official  
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#### **COMMISSIONER | Sara Retmier**

Building Official  
City of Hemet

#### **COMMISSIONER | Brent Smith**

Chief Building Official  
City of Livermore

Welcome to another great year of training as we close out the current code cycle. The CALBO Training Institute (CTI) has once again prepared a variety of practical and topical courses for your training needs. We are here to provide a year of valued educational experiences whether at the Education Weeks or an Independent Offering at local jurisdictions. All courses have been updated with a special focus on new courses to provide practical applications and interpretations bringing California building departments the finest building-safety training available.

CTI has concentrated its efforts on professional development and relevant code update courses that benefit both seasoned building-safety department personnel and newly recruited industry members. Please take the time to review the courses listed in this catalogue to find what best suits your training needs. Each course listed has a course title and description to help you during the registration process. If you have any questions regarding the Education Week curriculum, please do not hesitate to reach out to CALBO staff, myself, or the CTI Commission.

To expand educational opportunities, CTI is hosting three Education Weeks in San Ramon, Ontario, and Anaheim in the upcoming fall and winter. Please keep a look out for other trainings listed as Independent Offerings this spring, summer, and winter that are hosted by jurisdictions throughout California. CTI hopes that an expansion of Education Weeks and Independent Offerings provides flexibility for departments and industry companies to split their staff between venues allowing more time in the classroom throughout the entire year. Thanks for your support through attendance and feedback as we continue to expand valuable training opportunities.

CTI continues to be a leader in quality education as an International Code Council Preferred Provider. Each CTI course has been approved and counts toward CEU requirements for renewing your certification.

For the first time, the Building Officials Leadership Academy (BOLA) took place in Southern California at the International Code Council Western Regional Office in May 2018. CTI applauds the attendees for taking the next step in advancing their careers. Congratulations once again to the BOLA Class of 2017-2018 who graduated at the CALBO Annual Business Meeting in March. Your hard work paid off, and we look forward to seeing what you achieve in the future.

A special thanks to CALBO members, consultants, and industry representatives for your support of all CTI endeavors, especially Education Weeks. Thank you to CTI Commissioners, course developers, and instructors who volunteer their time and expertise to create meaningful programs. Without each of you, CTI would not be possible.

We look forward to another great year of training and professional development!

Sincerely,

**Bob Latz**  
CTI Chair  
Regional Manager  
CSG Consultants, Inc.



 **Registration is available online at [www.calbo.org](http://www.calbo.org) or use this form.**

## **1 General information.**

Please complete below and select the course(s) you would like to attend on the back of this page.  
 Send both sides of the registration form, along with payment method, to the address listed below.

FULL NAME	TITLE	
JURISDICTION/COMPANY		
ADDRESS		
CITY	STATE	ZIP
PHONE	EMAIL <b>IMPORTANT!</b> Confirmations will be sent by email.	

## **2 Register and select program.**

CALBO Member: ☐ Yes ☐ No      I will attend: ☐ San Ramon ☐ Ontario ☐ Anaheim  
 Current BOLA Student: ☐ Yes

Program Selections	CALBO Member	Non-Member	Amount Due
Full Week (4 full-day courses, same person)	\$645	\$830	_____
Full Day	\$195	\$250	_____
One Half-Day	\$140	\$165	_____
Two Half-Days (same day, same person)	\$195	\$250	_____
		<b>TOTAL</b>	_____

### **VEGETARIAN MEALS:**

☐ Please check here if you prefer vegetarian meals.

**All courses are full-day unless otherwise noted.** Full-day courses are scheduled for 8:00 am – 3:30 pm. Half-day courses are scheduled for 8:00 am – 11:15 am and 12:15 pm – 3:30 pm. Certificates will be given to registrants who stay for complete courses only, no exceptions. Each course has been approved by the ICC Preferred Provider Program.

**Registration** begins each morning at 7:00 am. Morning refreshments will be available at 7:00 am. Morning refreshments include coffee and light breakfast foods. Please plan to arrive in time to be seated in class at 8:00 am.

**Lunch** is provided to all full-day registrants. Lunch will be 11:15 am – 12:15 pm. Morning and afternoon refreshments will be provided to both half-day and full-day registrants.

## **3 Select method of payment.**

**CREDIT CARD: VISA or Mastercard ONLY**

CREDIT CARD NUMBER	EXPIRES	
BILLING ADDRESS		
CITY	STATE	ZIP
NAME ON CARD		

SIGNATURE

### **INVOICE / PURCHASE ORDER:**

INVOICE / PO NUMBER



### **REGISTRATION DEADLINES:**

**San Ramon:**  
 Tuesday, August 28, 2018  
**Ontario:**  
 Tuesday, October 2, 2018  
**Anaheim:**  
 Tuesday, December 4, 2018

### **SEND FORM WITH PAYMENT TO:**



California Building Officials  
 1022 G Street  
 Sacramento, CA 95814



**Email:** [info@calbo.org](mailto:info@calbo.org)



**Cancellations received 7 days prior to the first day of the event will be refunded, minus a 25% processing fee. Refund requests must be received in writing. Cancellations received after will not be refunded, and registrants are responsible for full payment. No-shows will not be refunded and are responsible for full payment. Registration may be transferred to another session or another individual with prior authorization of CALBO staff. CALBO reserves the right to cancel a class for low enrollment. Registration may be transferred if class is cancelled.**

## **4 Select courses (Page 4).**

OFFICE USE ONLY: CC    CK    INV    #	\$	DATE
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# Course Selections

## 2018 CTI Education Weeks

Please select courses based on your attendance at the San Ramon, Ontario, or Anaheim conferences

### 2018 Education Week Schedule

#### COURSE TIMES

Full Day: 8:00 am – 3:30 pm  
Morning Courses: 8:00 am – 11:15 am  
Afternoon Courses: 12:15 pm – 3:30 pm

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
	September 10, 2018 October 15, 2018 December 17, 2018	September 11, 2018 October 16, 2018 December 18, 2018	September 12, 2018 October 17, 2018 December 19, 2018	September 13, 2018 October 18, 2018 December 20, 2018
<input type="checkbox"/> <b>San Ramon</b>	<input type="checkbox"/> 2016 CBC Chapter 11A: Privately Funded Multi-Family Dwelling Accessibility	<input type="checkbox"/> 2016 CBC Chapter 11B: Accessibility in Public Buildings, Public Accommodations, Commercial Buildings and Public Housing	<input type="checkbox"/> The Fundamentals of Commercial Plan Check <b>new!</b>	<input type="checkbox"/> The Fundamentals of Commercial Inspection <b>new!</b>
<input type="checkbox"/> <b>Ontario</b>	<input type="checkbox"/> Permit Technician 101 <i>(Two-Day Course, Both Days Required)</i>	<input type="checkbox"/> Permit Technician 102 <i>(Two-Day Course, Both Days Required)</i>	<input type="checkbox"/> Over-the-Counter Plan Review to Inspection <b>new!</b>	<input type="checkbox"/> Residential Plan Review <b>new!</b>
<input type="checkbox"/> <b>Anaheim</b>	<input type="checkbox"/> 2016 California Energy Standards: Residential Envelope Requirements <b>new!</b>	<input type="checkbox"/> 2016 California Energy Standards: Nonresidential Lighting & Electrical Requirements <b>new!</b>	<input type="checkbox"/> 2016 California Mechanical Code: The Basics of Inspection <b>new!</b>	<input type="checkbox"/> 2016 California Plumbing Code: The Basics of Inspection <b>new!</b>
	<input type="checkbox"/> Safety Assessment Program: Evaluator Training	<input type="checkbox"/> Safety Assessment Program: Coordinator Training	<input type="checkbox"/> The ABC's of Budgeting and Finance <b>new!</b>	<input type="checkbox"/> The Keys to Successful Resource Management
	<input type="checkbox"/> Means of Egress <b>new!</b>	<input type="checkbox"/> Eat, Drink and Be Thorough: Food Service Tenant Improvement Plan Review <b>new!</b>	<input type="checkbox"/> Wildland-Urban Interface <b>new!</b>	<input type="checkbox"/> The 15 Steps to Dangerous Building Enforcement <b>new!</b>
	<input type="checkbox"/> Solar Photovoltaic Systems: Plan Review and Inspection Processes <i>(AM: Half-Day)</i> <b>new!</b>	<input type="checkbox"/> 2016 California Electrical Code: Residential Electrical Systems <i>(AM: Half-Day)</i> <b>new!</b>	<input type="checkbox"/> Geological and Geotechnical Investigations and Reports: Agency Responsibility for Adequate Review <b>new!</b>	<input type="checkbox"/> Housing and Community Development and the Local Building Department: Alternative Housing in California <b>new!</b>
	<input type="checkbox"/> Energy Storage Systems: Plan Review & Inspection Processes <i>(PM: Half-Day)</i>	<input type="checkbox"/> 2016 California Electrical Code: Commercial Electrical Systems <i>(PM: Half-Day)</i>		

CALBO Training Institute (CTI) is pleased to present our 2018 valuable offerings of our Education Weeks throughout California:

**September 10-13, 2018** | **San Ramon**  
**October 15-18, 2018** | **Ontario**  
**December 17-20, 2018** | **Anaheim**

## Registration

Registration is available in half-day, full-day, and full-week enrollment. The registration form must accompany full payment, purchase order, or credit card information. Payment for registration should be received by registration deadline. You can register in the following ways:



**Online:** [www.calbo.org](http://www.calbo.org)



**Email:** [info@calbo.org](mailto:info@calbo.org)



**Mail:**  
**California Building Officials**  
1022 G Street | Sacramento, CA 95814



**Registration Deadlines:**  
**San Ramon** | Tuesday, August 28, 2018  
**Ontario** | Tuesday, October 2, 2018  
**Anaheim** | Tuesday, December 4, 2018

## Late Registration

Registration forms received after the registration deadline will require onsite registration. Late registrations must be submitted onsite at the CALBO Registration Booth and are accepted on a "space available" basis only.

## Meals

Each full-day registration includes morning and afternoon refreshments with lunch.

## Fees

REGISTRATION TYPE	CALBO MEMBERS	NON-MEMBERS
Full Week (4 full-day courses, same person)	\$645	\$830
Full-Day	\$195	\$250
One Half-Day	\$140	\$165
Two Half-Days (same day, same person)	\$195	\$250

## Special Needs Policy

The CALBO Office must be notified of any special accommodation or dietary needs at least 15 days prior to the start of the event. Special dietary meal requests are not guaranteed without prior notification. All registrants who submit a special dietary request will receive a special lunch ticket on-site at the event.

## Cancellation Policy

Cancellations received 7 days prior to the first day of the event will be refunded, minus a 25% processing fee. Refund requests must be received in writing. Cancellations received less than 7 days prior to the first day of the event will not be refunded, and registrants will be responsible for full payment. No-shows will not be refunded.

## Certificate of Attendance

A certificate of attendance will be available at the conclusion of each course to registrants who attend the entire course. No exceptions will be made. Each certificate of attendance lists the course title, course date, course location, course Continuing Education Units (CEUs), ICC Preferred Provider Program course number, and AIA Learning Units (LUs), if applicable. All courses are approved by the ICC Preferred Provider Program. Please contact CALBO for a complete list of courses approved by the American Institute of Architects (AIA).

## Transfer Policy

Registrations may be transferred to another individual or Education Week venue if request is made at least 7 days prior to the first day of the event. All transfer requests or registration changes are not guaranteed and at the discretion of CALBO staff. Please contact the CALBO Office as soon as possible regarding all registration changes.

## Hotel Information



### 2018 CALBO Education Week: San Ramon

**San Ramon Marriott**

2600 Bishop Drive | San Ramon, CA 94588

**Reservation Number:** 1-800-228-9290

**CALBO Room Rate:** \$169.00+tax

**Reservation Cut-Off Date:** Friday, August 17, 2018\*

**Parking Information:** Complimentary day self-parking. Overnight self-parking is \$6.00 per vehicle, per day.

### 2018 CALBO Education Week: Ontario

**DoubleTree by Hilton Hotel Ontario Airport**

222 North Vineyard Avenue | Ontario, CA 91764

**Reservation Number:** 1-800-222-8733 or 909-937-0900

**CALBO Room Rate:** \$90.00+tax

**Reservation Cut-Off Date:** Monday, September 24, 2018\*

**Parking Information:** Complimentary day and overnight self-parking.

### 2018 CALBO Education Week: Anaheim

**Anaheim Marriott**

700 Convention Center Way | Anaheim, CA 92802

**Reservation Number:** 1-800-228-9290

**CALBO Room Rate:** \$149.00+tax

**Reservation Cut-Off Date:** Friday, November 16, 2018\*

**Parking Information:** Complimentary day self-parking. Overnight parking is \$30.00 per vehicle, per day.

\* Or when room block is at capacity



# Course Descriptions

## 15 Steps to Dangerous Building Enforcement

ICC PP COURSE NO. 16204

All California building departments are mandated to enforce housing and building codes for safe occupancy in existing buildings. In recent years, this has become more and more concerning. It is helpful for all building and code enforcement departments to be familiar with their dangerous building authorities and enforcement procedures, including inspection and documentation responsibilities. This course discusses the steps, principles, and authorities associated with the dangerous building enforcement process, along with the challenges that may be presented by owners and occupants.

## 2016 California Electrical Code: Commercial Electrical Systems

Half-Day | ICC PP COURSE NO. 16244

This course is designed for combination inspectors and plan reviewers who wish to gain greater knowledge and experience of commercial electrical inspection. Basics of electrical plan review and inspections for commercial buildings are discussed, including main services, switchboards and panelboards, grounding and bonding, load calculations, lighting installations, wiring methods, motors, transformers, and emergency systems.

## 2016 California Electrical Code: Residential Electrical Systems

Half-Day | ICC PP COURSE NO. 16243

This course covers the design, installation, and inspection of electrical systems in new and existing one- and two-family dwellings. Topics discussed in detail include the following: branch-circuits, feeder and service calculations; installing main services; service grounding and bonding requirements; panelboards; feeders and overcurrent protection; wiring methods; devices, pull and junction boxes; light fixtures; appliances; air conditioning and heat-pump equipment; spas, hot tubs, and hydromassage bathtubs; outbuildings.

## 2016 California Energy Standards: Nonresidential Lighting & Electrical Requirements

ICC PP COURSE NO. 16218

This overview course focuses on the 2016 Building Energy Efficiency Standards requirements for nonresidential indoor lighting, outdoor lighting, sign lighting, and electrical power distribution systems in



newly-constructed buildings, additions, and alterations. The course objective is to increase attendees' understanding of Title 24, Parts 1 and 6.

Topics addressed include: lighting controls,

acceptance testing, lighting power allowance, electrical service and circuits, compliance documents, and resources. This course includes discussion about enforcement issues on how to identify compliance triggers, how to verify compliance at permit, and how to verify measures and efficiencies at final inspection. Through this training, attendees are provided with the knowledge and tools necessary to enforce and comply with the 2016 Energy Standards.

## 2016 California Energy Standards: Residential Envelope Requirements

ICC PP COURSE NO. 16217

This overview course focuses on the 2016 Building Energy Efficiency Standards requirements for residential envelope assemblies and components in newly-constructed buildings, additions, and alterations. The course objective is to increase attendees' understanding of Title 24, Parts 1 and 6. Topics addressed include: fenestration, insulation (including for high-performance attics and walls), cool roofs, radiant barriers, vapor retarders, compliance documents, and resources. This course includes discussion about enforcement issues on how to identify compliance triggers, how to verify compliance at permit, and how to verify measures and efficiencies at final inspection. Through this training, attendees are provided with the knowledge and tools necessary to enforce and comply with the 2016 Energy Standards.

## 2016 California Mechanical Code: The Basics of Inspection

ICC PP COURSE NO. 16201

This class is a comprehensive overview on the basics of inspection for mechanical installations to ensure compliance with the 2016 California Mechanical Code. The class covers numerous types of furnace installations in residential and non-residential buildings, including those in closets, attics, garages, and on-roof installations. It also covers air-conditioning and ventilation system installations. This course includes discussion about where exhaust fans are required, where fire/smoke dampers should be installed, when smoke detection devices would be required, detailed commercial grease-exhaust system requirements for restaurants, flammable vapors and dust-collection system requirements, as well as refrigeration machinery room requirements for large installations and for grocery stores.

## 2016 California Plumbing Code: The Basics of Inspection

ICC PP COURSE NO. 16202

This class is a comprehensive overview on the basics of inspection for plumbing installations to ensure compliance with the 2016 California Plumbing Code. The class covers conventional drainage systems, but also includes the various allowable non-conventional wet-venting systems and indirect waste requirements. This course includes discussion about drainage changes in direction rules, clean-out requirements, drainage below the public sewer elevation and below the upper manhole, water systems, water heater provisions, and gas systems installations. The plumbing fixtures required minimum numbers as well as limitation on allowable flows are also discussed. Private sewage disposal systems are covered for those areas without public sewers service as well. The course covers basic sizing requirements for drainage, venting, water, gas, storm drains, and water heaters. Detailed examples are included to show the correct and code-compliant methods of sizing for these systems.

# Course Descriptions

## 2016 CBC Chapter 11A: Privately-Funded Multi-Family Dwelling Accessibility

ICC PP COURSE NO. 8587

This course provides attendees with a working understanding of the adaptable housing requirements for privately-funded multi-family dwellings in California. The course covers selected scoping and technical provisions with an emphasis on understanding the practical applicability of the requirements. Discussion and lecture assists users of the code with inspections and plan reviews of multi-family dwelling unit construction. The course meets the following continuing educational requirements: (1) HSC requirements for building department personnel, (2) BPC requirements for CA Licensed Architects, (3) AIA CES HSW Learning Units for AIA members, (4) Title 21 requirements for Certified Access Specialist (CASp).

## 2016 CBC Chapter 11B: Accessibility in Public Buildings, Public Accommodations, Commercial Buildings and Public Housing

ICC PP COURSE NO. 8588

This course provides attendees with a working understanding of the 2016 updates to the disabled-access provisions contained in the California Building Code, with an emphasis on the interpretations and intent of selected administrative, scoping and updated technical requirements. Discussion and lecture assists users of the code with inspections and plan reviews of multi-family dwelling-unit construction. Supporting documents (ASTM, ANSI, Guidelines, Best Practices, etc.), tools of the trade, and inspection techniques are explored throughout the course. Local jurisdictional staff (building department, public works, parks and recreations, etc.), architects, designers, contractors, and business owners/managers are encouraged to attend. The course meets the following continuing educational requirements: (1) HSC requirements for building department personnel, (2) BPC requirements for CA Licensed Architects, (3) AIA CES HSW Learning Units for AIA members, (4) Title 21 requirements for Certified Access Specialist (CASp).

## Eat, Drink and Be Thorough: Food Service Tenant Improvement Plan

ICC PP COURSE NO. 16205

This course focuses on food service tenant improvement plan review. Discussion includes: occupancy classification, type of construction features, occupancy separation, means of egress components, plumbing, mechanical, and electrical overview. Attendees will also learn the use of a hands-on plan review with group discussion and problem-solving techniques. Those who want to learn about or need a refresher in plan review are encouraged to attend.

## Energy Storage Systems: Plan Review and Inspection Processes

Half-Day | ICC PP COURSE NO. 16246

This course covers the new Lithium-Ion Energy Storage Systems (ESS) and their integration with photovoltaic (PV) systems. Plan review and field inspection basics for ESS, including a review of the new 2017 Articles for ESS and requirements in other codes, differences between modern ESS and "old school" lead acid battery banks, how ESS products are tested and which standards apply, information on current related code development activities, the latest research and standards development, and 2017 Articles for Stand-Alone Systems and for Direct Current Microgrids.

## Housing and Community Development and the Local Building Department: Alternative Housing in California

ICC PP COURSE NO. 16247

This interactive course is an overview designed to provide the basic knowledge, tools, and insight of California Department of Housing and Community Development (HCD) programs to identify the nexus that exists between local enforcement agencies and HCD regarding alternative housing in California. As the housing crisis continues across California, local building departments are dealing with new forms of housing. Discussion topics includes the following, State Housing Law Program, Title 24 building standards code development, Tiny Homes, Factory-Built Housing/Manufactured Homes, Accessory Dwelling Units, and Emergency Housing. Additional focus is directed toward understanding HCD Mobilehome Parks and Special Occupancy Parks Program. Attendees will also learn about the distinction between the role of local enforcement and the responsibilities of HCD in alternative housing development in California.

## Geological and Geotechnical Investigations and Reports: Agency Responsibility for Adequate Review

ICC PP COURSE NO. 16216

New construction frequently requires geological and soil investigative reports to address potential hazards, including slope instability, poor foundation bearing materials, fault rupture, and other seismic-related issues. The local jurisdiction is responsible for reviewing and approving these reports prior to issuing building permits. Geotechnical consultants, hired by the developer to provide these investigations, have wide variability in their capabilities. Furthermore, the cost of these investigations can be quite significant and consultants are usually under pressure to reduce the scope of their work. As such, the quality of these reports varies substantially. Inadequate reports can result in problems for many parties when projects fail for geotechnical reasons, especially the jurisdictional agency, as they are typically prime targets for litigation. In addition, geological and geotechnical issues are commonly used by project opposition groups. In this case, building officials, commission boards, and others, may have to make decisions based on arguments by two or more consultants. The purpose of this course is to provide familiarity of these issues for non-geotechnical building officials who might be involved in making decisions for geotechnical-problematic projects, or in hiring reviewing geotechnical staff or outside consultants.

## Means of Egress

ICC PP COURSE NO. 2865

This course explains basic exiting requirements of the 2016 CBC Chapter 10 as well as the general requirements and explanation of the three-part means of egress system. Attendees are provided with practical methods of reviewing and inspecting egress systems. This is a must-take course for permit technicians, building and fire plan reviewers, inspectors, and anyone interested in learning more about egress. This course provides clarifications included in the 2016 Code Changes from the California State Fire Marshal's adoption of CBC/CFC Chapter 10 and CC & R Title 19.

# Course Descriptions

## Over-the-Counter Plan Review to Inspection

ICC PP COURSE NO. 16203

This course is designed to provide permit technicians and building inspectors with the tools to perform over-the-counter plan reviews and what to look for on the



same type projects in the field. The information learned enables staff to answer questions or explain what is needed for these types of projects. This course includes discussion about panel upgrade,

swimming pool, water heater, HVAC, and much more with audience participation encouraged.

## Permit Technician 101 and 102

Two Day Course  
ICC PP COURSE NO. 3241, 3242



**THIS IS A TWO-DAY COURSE. REGISTRATION FOR BOTH DAYS IS REQUIRED.**

This two-day course is intended for permit technicians of all levels, senior inspectors aspiring to be building officials, entry-level building inspectors who want to understand building department operations, and design professionals looking to better understand the challenges of the building department staff. This course provides essential information in the areas of code administration and history, legal aspects, customer service, basic plan review, inspection process, zoning requirements, permit fee calculations, basic occupancy and construction types, basic means of egress, and dealing with difficult customers. Suggested, but not required, materials: calculator, 2012 International Building Code, 2012 International Zoning Code, Legal Aspects of Code Administration, and Basic Code Enforcement.

## Residential Plan Review

ICC PP COURSE NO. 16200

We all have small residential projects that we should know how to perform, but we don't always have the experience or knowledge to know what to look for and what questions to ask; well, look no further than this course to assist with expanding your knowledge of residential plan review. This course includes discussion about techniques for plan checking of such projects from start to finish. Examples of patio enclosure, window change out, patio covers-attached, and much more are discussed with audience participation encouraged.

## Safety Assessment Program: Coordinator Training

ICC PP COURSE NO. 12006

The SAP Coordinator Training is designed by Governor's Office of Emergency Services (Cal OES) to train local government representatives on how to estimate the local needs for SAP Evaluators, how to request and manage resources, and how to organize necessary information that may be needed in response to a local event. This course presents an overview of recognized evaluation procedures and provides detailed information about the development and implementation of an operational plan for the evaluation of damaged buildings. Each local government should appoint a SAP Coordinator to attend the SAP Coordinator Training. Course materials are prepared by Cal OES.

## Safety Assessment Program: Evaluator Training

ICC PP COURSE NO. 12007

The SAP Evaluator Training is designed by Governor's Office of Emergency Services (Cal OES) to train civil engineers, architects, and building inspectors to perform field evaluations of buildings and other infrastructure for damage. SAP Evaluators will learn how to assess buildings, facilities, and systems to determine the safety for continued use and safe occupancy or restricted use. Attendees will also learn about how to rate the safety significance of damaged buildings. The course provides detailed instruction on required forms, placards, and the evaluation procedures for all post-disaster buildings (including residences and mobile homes). Course materials are prepared by Cal OES.

## Solar Photovoltaic Systems: Plan Review and Inspection Processes

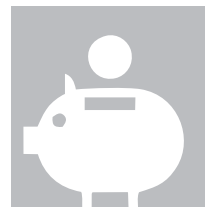
Half Day | ICC PP COURSE NO. 16245

This is an interactive course designed to provide a practical process to review plans and inspect installations of solar photovoltaic (PV) systems. Attendees will learn how to evaluate a complete solar permit package to ensure it is compliant with building, fire, and electrical codes relevant to your jurisdiction. Emphasis on identifying the items missed most frequently encountered in plan review and field inspection are discussed. This course is ideal for building department staff who work at the counter and in the field.

## The ABC's of Budgeting and Finance

ICC PP COURSE NO. 16219

This course takes a comprehensive look at the budgeting process for building departments in a hands-on learning experience to understand how



budgets are created and adjusted. The course provides the tools and understanding of economic cycles, trends, and other impacts of comprehensive expenditures and revenues.

The course focuses on how to balance expenses with revenues and adjust using fee studies to give building officials the tools to manage budgets in today's economy.

## The Fundamentals of Commercial Inspection

ICC PP COURSE NO. 16249

The inspection of commercial construction includes many facets of the building code above and beyond residential inspection. This course empowers new commercial inspectors and inspectors looking to hone their skills for commercial inspections. This course provides review of common inspection practices and highlights problems associated with larger projects. Aspects of the code related to large foundation inspection, egress for large commercial and assembly buildings, and accessibility complications unique to commercial construction are some of the important areas covered in this informative course.



# Course Descriptions

## The Fundamentals of Commercial Plan Check

ICC PP COURSE NO. 16248

new!

Performing commercial building plan reviews can be a complicated and tedious process. This course covers the various components and applicable codes most commonly seen in commercial plans related to Fire/Life safety, as well as how to implement best practices on how to triage, document needed corrections, and manage the general workflow of commercial plan review and processing.

## The Keys to Successful Resource Management

ICC PP COURSE NO. 12052



The goals of any office should be to hire the right people, train staff, and afford them opportunities for growth while setting parameters and guidelines. This course teaches attendees how to gain the skills and tools to manage the rules and guidelines of their office to ensure that each work in tandem to manage staff (for effective staff management). Attendees will learn performance management as an evaluative and developmental tool and the use of coaching skills to improve the adjustment and performance of individuals in an organizational setting. The other aspect of training and development is to provide an understanding of progressive discipline fundamentals and techniques (verbal and documentation). Managers, supervisors, and those seeking to advance as leaders in the work environment are encouraged to attend this course to learn how to develop and nurture a team that not only gets "the job done" but works collectively and cooperatively toward common goals.

## Wildland-Urban Interface

ICC PP COURSE NO. 16250

new!

The collaboration between fire and building departments has always been essential; this was recently proven with the recent wildland fires throughout California. In this course, special focus will be given to California's Wildland-Urban Interface (WUI) Codes and its development process. Case studies are reviewed and analyzed in the course discussion as well. This course assists in exploring resources and essential information to help building departments prepare for and respond to the effects of fires in Wildland-Urban Interface.

## our mission

Founded in 1962, CALBO is a nonprofit professional association of city and county building departments and industry representatives. Our mission is to promote public health and safety in building construction through responsible legislation, education and building code development.

## membership benefits

- ▶ **CALBO News**, a bi-monthly newsletter.
- ▶ **CALBO.org**, an up-to-date informative website.
- ▶ **Discounts** on the Annual Business Meeting, Education Weeks, training seminars, and publications.
- ▶ **Representation** before the Legislature and state regulatory agencies.
- ▶ The **opportunity** to serve on policy-making committees.
- ▶ **Recognition** as a leading California code professional.
- ▶ **Low advertising rates** in CALBO News and on our website.
- ▶ Full-time **professional management** and so much more!

## membership eligibility & fees



### Class I ▶ \$375-\$215

Available to California city and/or county building departments, but not limited to other departments charged with the administration or enforcement of laws and ordinances relating to building construction. There are three tiers for Class I Members—each tier is assigned a different membership fee based on population size.\*

**Tier I:** Class I Members with >150K population ..... \$375

**Tier II:** Class I Members with 50-150K population..... \$295

**Tier III:** Class I Members with <50K population..... \$215

### Associate ▶ \$495

Available to associations, organizations, agencies, firms, or individuals with interests in architecture, engineering, building inspection, code enforcement or construction.

### State Agency ▶ \$215

Available to any division of the state charged with the administration and/or enforcement of laws relative to building construction and code development. Also available to universities and colleges with architecture, engineering, building inspection, or code enforcement curriculum or programs.

### Technical ▶ \$50

Available to individuals employed by a jurisdiction or company that holds a Class I or Associate Membership.

### Senior & Student ▶ \$20

Available to students or individuals of age 55 or greater who have served at least 5 years as a Class I or Technical Member.

\*Population size is based on the 2017 City Population Rankings by the California Department of Finance Demographic Research Unit. Please contact CALBO for your jurisdiction's Class I Tier.

## Register and select membership.

Please complete the form below for 2018-2019 Membership Program.

JURISDICTION/FIRM

NAME OF REPRESENTATIVE

TITLE

STREET / PO BOX

CITY

STATE

ZIP

DIRECT PHONE NUMBER

EMAIL

☐ **Class I:** \$375 - \$215

TIER I: Class I Members with >150K Population

\$375

TIER II: Class I Members with 50K - 150K Population

\$295

TIER III: Class I Members with <50K Population

\$215

☐ **Associate:**

\$495

☐ **State Agency:**

\$215

☐ **Technical:**

\$50

☐ **Senior & Student:**

\$20

### Designated Training Contact:

NAME

EMAIL ADDRESS

PHONE

### Designated Government Affairs Contact:

NAME

EMAIL ADDRESS

PHONE

## Select method of payment.

**CREDIT CARD:** Visa or MasterCard Only

CREDIT CARD NUMBER

EXPIRES

BILLING ADDRESS

CITY

STATE

ZIP

NAME ON CARD

SIGNATURE

**INVOICE / PURCHASE ORDER:** List P.O. number or without P.O. number, indicate "Invoice Requested"

INVOICE / PO NUMBER

**CHECK:** Make payable to CALBO and mail to address below.

CHECK NUMBER

## Send form and payment to:



### Mail:

**California Building Officials**

1022 G Street | Sacramento, CA 95814



**Fax:** 916.442.3616




**Email:** [info@calbo.org](mailto:info@calbo.org)



**Online:** [www.calbo.org](http://www.calbo.org)

*Five percent of dues paid are not deductible for federal income tax purposes because they are used for lobbying expenses.*



**CALBO'S  
57th  
ABM!**

**Join CALBO  
for its  
57th Annual  
Business Meeting  
in San Diego!**



**CALIFORNIA  
BUILDING OFFICIALS**

**when** Sunday, March 17 –  
Thursday, March 21, 2019

**where** Hyatt Regency  
Mission Bay Spa and Marina  
1441 Quivira Road  
San Diego, CA 92109  
619.224.1234

**watch** Registration available  
in Winter 2018

CALBO is excited to host its  
57th Annual Business Meeting from  
Sunday, March 17 – Thursday, March 21, 2019  
at the Hyatt Regency Mission Bay Spa and Marina.

An array of programs, events, and trainings will be  
offered for the professional development of our  
members. Looking forward to meeting and playing  
under the San Diego sun while gathering together for  
the strength and development of our association.

**See You There!**



# CALBO Launches the Sixth Year of the Building Officials Leadership Academy!



The Building Officials Leadership Academy (BOLA) is designed to maximize the leadership capabilities of seasoned public safety professionals, in addition to those who seek a future within California's building departments.

The executive-level coursework of the BOLA program is intensive, and program participants are expected to spend a great deal of the time studying and collaborating with each other on the course materials. To assist and encourage completion, each participant is assigned a mentor who will provide advice and guidance serving as an overall resource. In addition, BOLA participants will become an active part of the network of program peers who can utilize each other's talents and strengths.

Each year the BOLA program is offered with limited space on a first-come, first-served basis. The BOLA core curriculum consists of five consistent days of training, mentorship, and networking. In addition, all BOLA students are required to complete three elective courses offered at the CALBO Education Weeks each year. There is no time completion requirement for the electives, but all BOLA students must attend the week-long core curriculum program. There are NO make-up opportunities for missed core curriculum courses. When students successfully complete all BOLA requirements, he or she will be recognized and honored at the CALBO Annual Business Meeting.

**It is with great pleasure that we announce the BOLA Class of 2018-2019.  
We applaud each of you for taking the next step in your career!**



*If you would like to receive 2019-2020 BOLA program information and registration when it becomes available, please contact the CALBO office at [info@calbo.org](mailto:info@calbo.org) or 916-457-1103.*

**Russell J. Adams  
Basel Badawi  
Mike Callaway  
Andrew David Carothers  
Brian Clements  
Thomas W. Davis  
Jay Denny  
Michael Duncan  
Kenneth Fields  
Donald Knight  
Carol Lau  
Chai Lor  
Mariam Madjlessi  
Keith Dewayne Marks  
David Nobert  
Collin Ogle  
Joseph Rodarte  
Alison Schmidt  
Kent Tsen  
Philip Yin  
Evan Zeisel**

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City of Turlock  
City of Redlands  
City of Temecula  
Yolo County  
City of Irvine  
Interwest Consulting Group, Inc.  
City of Pico Rivera  
El Dorado County  
City of Sunnyvale  
CSG Consultants, Inc.  
City of Tustin  
City of Napa  
City of Roseville  
City of Burbank  
City of Glendale  
City of Live Oak  
Charles Abbott and Associates, Inc.  
City of Long Beach  
City of Long Beach

## Become a CALBO Training Institute Instructor and Course Developer!

Are you knowledgeable about a certain topic or passionate about sharing your experience and knowledge with others? The CALBO Training Institute (CTI) is continually looking for new course developers and instructors for its trainings throughout the year. There are opportunities for every skill level. We welcome your contributions!

- ● Develop speaking and listening skills.
- Learn how to create and implement a course plan.
- Gain one-on-one time with another instructor to review course plans and materials.
- Co-teach with a seasoned instructor to gain hands-on experience in the classroom.
- Utilize your knowledge to become a subject matter expert.

## Application

Please complete the application below and return with your resume to apply as a CTI instructor and/or course developer. Applications are accepted year-round. If you have any questions, please contact Lauren Herman, CALBO Director of Training and Communications, [lherman@calbo.org](mailto:lherman@calbo.org).

FULL NAME

TITLE

JURISDICTION/COMPANY

ADDRESS

CITY

STATE

ZIP

PHONE

EMAIL

NAME OF SUPERVISOR

SUPERVISOR PHONE

SUPERVISOR EMAIL

Select appropriate box: ☐ CTI Instructor ☐ CTI Course Developer

Please list subject(s) you are interested in teaching or providing course development:

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# Request a CTI Course

## Request a CTI Course — in 3 Easy Steps!

### Save Your Jurisdiction Money Raise Money for Your Chapter

1

✓ Select the type of offering your chapter or jurisdiction would like to request.

☐ **OPTION 1 | Requested Course Offering**

**DISCOUNT:** One percent per person (up to 45 people) of the profit refunded.

**CTI PROVIDES:**

- Instructor
- Materials and Handouts
- Presentation
- Marketing
- Maintain AIA & ICC Preferred Provider Attendance Rosters
- Certificates of Attendance

**CHAPTER/JURISDICTION PROVIDES:**

- Minimum of 20 Attendees
- Training Facility
- Equipment
- Attendee Lunch
- Course Moderator

☐ **OPTION 2 | Hosted Course Offering**

**DISCOUNT:** Flat 15% of the profit refunded, regardless of number of students.

**CTI PROVIDES:**

- Instructor
- Materials and Handouts
- Presentation
- Marketing
- Attendee Lunch
- Maintain AIA & ICC Preferred Provider Attendance Rosters
- Certificates of Attendance

**CHAPTER/JURISDICTION PROVIDES:**

- Training Facility
- Equipment
- Course Moderator

☐ **OPTION 3 | Flat Rate Course Offering**

Flat fee of \$2,500 (plus cost of course workbooks - \$15 each) is paid to CALBO. Chapter or Jurisdiction collects all course profits.

**CTI PROVIDES:**

- Instructor
- Materials and Handouts
- Presentation
- Maintain AIA & ICC Preferred Provider Attendance Rosters
- Certificates of Attendance

**CHAPTER/JURISDICTION PROVIDES:**

- Equipment
- Training Facility
- Course Moderator
- Attendee Lunch
- Marketing
- Registration

2

Provide the following information.

CONTACT PERSON

CHAPTER / JURISDICTION

ADDRESS

CITY / STATE / ZIP

PHONE

EMAIL

REQUESTED COURSE(S)

REQUESTED DATE(S)

3

Email your request to Lauren Herman, CALBO Director of Training and Communications, at [lherman@calbo.org](mailto:lherman@calbo.org).



## **15 Steps to Dangerous Building Enforcement**

**ICC PP COURSE NO. 16204**

**new!**

All California building departments are mandated to enforce housing and building codes for safe occupancy in existing buildings. In recent years, this has become more and more concerning. It is helpful for all building and code enforcement departments to be familiar with their dangerous building authorities and enforcement procedures, including inspection and documentation responsibilities. This course discusses the steps, principles, and authorities associated with the dangerous building enforcement process, along with the challenges that may be presented by owners and occupants.

## **2016 California Building Code: Significant Changes**

**ICC PP COURSE NO. 8535**

This course is conducted in a workshop format with the lecturer and attendees participating in active discussions of the significant non-structural revisions that will help with the transition to the latest California Building Code (CBC). The course highlights those areas that have been revised from the 2013 CBC with other code topics welcomed for discussion. Building officials, architects, designers, engineers, plans examiners, field inspectors, and counter technicians are encouraged to attend. The course is appropriate for experienced and not-so-experienced users of the CBC. All attendees will receive a joint CALBO/ICC publication.

## **2016 California Energy Standards: Residential Envelope Requirements**

**ICC PP COURSE NO. 16217**

**new!**

This overview course focuses on the 2016 Building Energy Efficiency Standards requirements for residential envelope assemblies and components in newly-constructed buildings, additions, and alterations. The course objective is to increase attendees' understanding of Title 24, Parts 1 and 6. Topics addressed include: fenestration, insulation (including for high-performance attics and walls), cool roofs, radiant barriers, vapor retarders, compliance documents, and resources. This course includes discussion about enforcement issues on how to identify compliance triggers, how to verify compliance at permit, and how to verify measures and efficiencies at final inspection. Through this training, attendees are provided with the knowledge and tools necessary to enforce and comply with the 2016 Energy Standards.

## **2016 California Electrical Code: Residential Electrical Systems**

**Half Day | ICC PP COURSE NO. 16243**

**new!**

This course covers the design, installation, and inspection of electrical systems in new and existing one- and two-family dwellings. Topics discussed in detail include the following: branch-circuits, feeder and service calculations; installing main services; service grounding and bonding requirements; panelboards; feeders and overcurrent protection; wiring methods; devices, pull and junction boxes; light fixtures; appliances; air conditioning and heat-pump equipment; spas, hot tubs, and hydromassage bathtubs; outbuildings.

## **2016 California Energy Standards: Nonresidential Lighting & Electrical Requirements**

**Half Day | ICC PP COURSE NO. 16218**

**new!**

This overview course focuses on the 2016 Building Energy Efficiency Standards requirements for nonresidential indoor lighting, outdoor lighting, sign lighting, and electrical power distribution systems in newly-constructed buildings, additions, and alterations. The course objective is to increase attendees' understanding of Title 24, Parts 1 and 6. Topics addressed include: lighting controls, acceptance testing, lighting power allowance, electrical service and circuits, compliance documents, and resources. This course includes discussion about enforcement issues on how to identify compliance triggers, how to verify compliance at permit, and how to verify measures and efficiencies at final inspection. Through this training, attendees are provided with the knowledge and tools necessary to enforce and comply with the 2016 Energy Standards.

## **2016 California Electrical Code: Commercial Electrical Systems**

**Half-Day | ICC PP COURSE NO. 16244**

**new!**

This course is designed for combination inspectors and plan reviewers who wish to gain greater knowledge and experience of commercial electrical inspection. Basics of electrical plan review and inspections for commercial buildings are discussed, including main services, switchboards and panelboards, grounding and bonding, load calculations, lighting installations, wiring methods, motors, transformers, and emergency systems.

## **2016 California Mechanical Code: The Basics of Inspection**

**ICC PP COURSE NO. 16201**

**new!**

This class is a comprehensive overview on the basics of inspection for mechanical installations to ensure compliance with the 2016 California Mechanical Code. The class covers numerous types of furnace



installations in residential and non-residential buildings, including those in closets, attics, garages, and on-roof installations. It also covers air-conditioning and ventilation system installations. This

course includes discussion about where exhaust fans are required, where fire/smoke dampers should be installed, when smoke detection devices would be required, detailed commercial grease-exhaust system requirements for restaurants, flammable vapors and dust-collection system requirements, as well as refrigeration machinery room requirements for large installations and for grocery stores.

## **2016 California Plumbing Code: The Basics of Inspection**

**ICC PP COURSE NO. 16202**

**new!**

This class is a comprehensive overview on the basics of inspection for plumbing installations to ensure compliance with the 2016 California Plumbing Code. The class covers conventional drainage systems, but also includes the various allowable non-conventional wet-venting systems and indirect waste requirements. This course includes discussion about drainage changes in direction rules, clean-out requirements, drainage below the public sewer elevation and below the upper manhole, water systems, water heater provisions, and gas systems installations. The plumbing fixtures required minimum numbers as well as limitation on allowable flows are also discussed. Private sewage disposal systems are covered for those areas without public sewers service as well. The course covers basic sizing requirements for drainage, venting, water, gas, storm drains, and water heaters. Detailed examples are included to show the correct and code-compliant methods of sizing for these systems.

# CTI Course Offerings Available All Year For Your Jurisdiction

## 2016 California Residential Code: Significant Changes

ICC PP COURSE NO. 7936

This course examines the significant revisions to the 2016 California Residential Code (CRC). The course is conducted in a workshop format with the lecturer and attendees participating in active discussions of the revisions. The course highlights those areas that have been revised from the 2013 CRC with other code topics always welcomed. Building officials, architects, designers, engineers, plans examiners, field inspectors, and counter technicians are encouraged to attend. All attendees will receive a joint CALBO/ICC publication.

## 2016 CBC Chapter 11A: Privately-Funded Multi-Family Dwelling Accessibility

ICC PP COURSE NO. 8587

This course provides attendees with a working understanding of the adaptable housing requirements for privately-funded multi-family dwellings in California.



The course covers selected scoping and technical provisions with an emphasis on understanding the practical applicability of the requirements. Discussion and lecture assists users of the code with inspections

and plan reviews of multi-family dwelling unit construction. The course meets the following continuing educational requirements: (1) HSC requirements for building department personnel, (2) BPC requirements for CA Licensed Architects, (3) AIA CES HSW Learning Units for AIA members, (4) Title 21 requirements for Certified Access Specialist (CASP).

## 2016 CBC Chapter 11B: Accessibility in Public Buildings, Public Accommodations, Commercial Buildings and Public Housing

ICC PP COURSE NO. 8588

This course provides attendees with a working understanding of the 2016 updates to the disabled-access provisions contained in the California Building Code, with an emphasis on the interpretations and



intent of selected administrative, scoping and updated technical requirements. Discussion and lecture assists users of the code with inspections and plan reviews of multi-family dwelling-unit

construction. Supporting documents (ASTM, ANSI, Guidelines, Best Practices, etc.), tools of the trade, and inspection techniques are explored throughout the course. Local jurisdictional staff (building department, public works, parks and recreations, etc.), architects, designers, contractors, and business owners/managers are encouraged to attend. The course meets the following continuing educational requirements: (1) HSC requirements for building department personnel, (2) BPC requirements for CA Licensed Architects, (3) AIA CES HSW Learning Units for AIA members, (4) Title 21 requirements for Certified Access Specialist (CASP).

## Energy Storage Systems: Plan Review and Inspection Processes

Half Day | ICC PP COURSE NO. 16246

This course covers the new Lithium-Ion Energy Storage Systems (ESS) and their integration with photovoltaic (PV) systems. Plan review and field inspection basics for ESS, including a review of the new 2017 Articles for ESS and requirements in other codes, differences between modern ESS and "old school" lead acid battery banks, how ESS products are tested and which standards apply, information on current related code development activities, the latest research and standards development, and 2017 Articles for Stand-Alone Systems and for Direct Current Microgrids.

## Housing and Community Development and the Local Building Department: Alternative Housing in California

ICC PP COURSE NO. 16247

This interactive course is an overview designed to provide the basic knowledge, tools, and insight of California Department of Housing and Community Development (HCD) programs to identify the nexus that exists between local enforcement agencies and HCD regarding alternative housing in California. As the housing crisis continues across California, local building departments are dealing with new forms of housing. Discussion topics includes the following, State Housing Law Program, Title 24 building standards code development, Tiny Homes, Factory-Built Housing/Manufactured Homes, Accessory Dwelling Units, and Emergency Housing. Additional focus is directed toward understanding HCD Mobilehome Parks and Special Occupancy Parks Program. Attendees will also learn about the distinction between the role of local enforcement and the responsibilities of HCD in housing development in California.

## Means of Egress

ICC PP COURSE NO. 2865

This course explains basic exiting requirements of the 2016 CBC Chapter 10 as well as the general requirements and explanation of the three-part means of egress system. Attendees are provided with practical methods of reviewing and inspecting egress systems. This is a must-take course for permit technicians, building and fire plan reviewers, inspectors, and anyone interested in learning more about egress. This course provides clarifications included in the 2016 Code Changes from the California State Fire Marshal's adoption of CBC/CFC Chapter 10 and CC & R Title 19.

## Residential Fire Sprinkler Systems

ICC PP COURSE NO. 12024

This course encompasses everything you need to know about residential fire sprinkler systems. The presentation covers topics ranging from the basics of NFPA 13D, what is different in the 2016 edition of NFPA 13D, and specific amendments in the California Residential and Fire Codes that affect NFPA 13D. Course discussion includes common local amendments practiced throughout the state, as well as common acceptance test procedures allowed by different jurisdictions. After completing this course, attendees will have an in-depth understanding of residential fire sprinkler systems and what to look for when reviewing or inspecting these systems.

new!

## **Residential Plan Review**

**ICC PP COURSE NO. 16200**

We all have small residential projects that we should know how to perform, but we don't always have the experience or knowledge to know what to look for and what questions to ask; well, look no further than this course to assist with expanding your knowledge of residential plan review. This course includes discussion about techniques for plan checking of such projects from start to finish. Examples of patio enclosure, window change out, patio covers-attached, and much more are discussed with audience participation encouraged.

## **Safety Assessment Program: Coordinator Training**

**ICC PP COURSE NO. 12006**

The SAP Coordinator Training is designed by Governor's Office of Emergency Services (Cal OES) to train local government representatives on how to estimate the local needs for SAP Evaluators, how to request and manage resources, and how to organize necessary information that may be needed in response to a local event. This course presents an overview of recognized evaluation procedures and provides detailed information about the development and implementation of an operational plan for the evaluation of damaged buildings. Each local government should appoint a SAP Coordinator to attend the SAP Coordinator Training. Course materials are prepared by Cal OES.

## **Safety Assessment Program: Evaluator Training**

**ICC PP COURSE NO. 12007**

The SAP Evaluator Training is designed by Governor's Office of Emergency Services (Cal OES) to train civil engineers, architects, and building inspectors to perform field evaluations of buildings and other infrastructure for damage. SAP Evaluators will learn how to assess buildings, facilities, and systems to determine the safety for continued use and safe occupancy or restricted use. Attendees will also learn about how to rate the safety significance of damaged buildings. The course provides detailed instruction on required forms, placards, and the evaluation procedures for all post-disaster buildings (including residences and mobile homes). Course materials are prepared by Cal OES.

new!

## **Solar Photovoltaic Systems: Plan Review and Inspection Processes**

**Half Day | ICC PP COURSE NO. 16245**

This is an interactive course designed to provide a practical process to review plans and inspect installations of solar photovoltaic (PV) systems. Attendees will learn how to evaluate a complete solar permit package to ensure it is compliant with building, fire, and electrical codes relevant to your jurisdiction. Emphasis on identifying the items missed most frequently encountered in plan review and field inspection are discussed. This course is ideal for building department staff who work at the counter and in the field.

new!

## **The Fundamentals of Commercial Inspection**

**ICC PP COURSE NO. 16249**

The inspection of commercial construction includes many facets of the building code above and beyond residential inspection. This course empowers new commercial inspectors and inspectors looking to hone their skills for commercial inspections. This course provides review of common inspection practices and highlights problems associated with larger projects. Aspects of the code related to large foundation inspection, egress for large commercial and assembly buildings, and accessibility complications unique to commercial construction are some of the important areas covered in this informative course.

new!

## **The Fundamentals of Commercial Plan Check**

**ICC PP COURSE NO. 16248**

Performing commercial building plan reviews can be a complicated and tedious process. This course covers the various components and applicable codes most



commonly seen in commercial plans related to Fire/Life safety, as well as how to implement best practices on how to triage, document needed corrections, and manage the general workflow of commercial plan review and processing.

## **The Keys to Successful Resource Management**

**ICC PP COURSE NO. 12502**

The goals of any office should be to hire the right people, train staff, and afford them opportunities for growth while setting parameters and guidelines. This course teaches attendees how to gain the skills and tools to manage the rules and guidelines of their office



to ensure that each work in tandem to manage staff (for effective staff management). Attendees will learn performance management as an evaluative and developmental tool and the

use of coaching skills to improve the adjustment and performance of individuals in an organizational setting. The other aspect of training and development is to provide an understanding of progressive discipline fundamentals and techniques (verbal and documentation). Managers, supervisors, and those seeking to advance as leaders in the work environment are encouraged to attend this course to learn how to develop and nurture a team that not only gets "the job done" but works collectively and cooperatively toward common goals.

new!

## **Wildland-Urban Interface**

**ICC PP COURSE NO. 16250**

The collaboration between fire and building departments has always been essential; this was recently proven with the recent wildland fires throughout California. In this course, special focus will be given to California's Wildland-Urban Interface (WUI) Codes and its development process. Case studies are reviewed and analyzed in the course discussion as well. This course assists in exploring resources and essential information to help building departments prepare for and respond to the effects of fires in Wildland-Urban Interface.



# Take Advantage of the CALBO Media Packet

## Premier Edition

CALBO is proud  
to announce the launch  
of our first-ever all-inclusive  
**CALBO Media Packet!**

Take advantage of this one resource  
for all your CALBO marketing needs  
to reach CALBO membership  
throughout the year.



### Exhibit & Sponsor

#### Register for an Exhibitor or Sponsorship Opportunity

Interested in reaching CALBO Members at our largest annual events? Register as an exhibitor or sponsor for the Education Weeks and Annual Business Meeting!

### Advertise

#### Advertise in the CALBO News

Interested in reaching CALBO Members through our bi-monthly email blasts? Advertise in the CALBO News, the CALBO bi-monthly newsletter, used by California building departments and industry representatives to keep up-to-date with everything building.

### Partner

#### Become a CALBO Partner

Interested in being recognized as a CALBO sponsor throughout the year? Become a CALBO Partner by registering for a Gold, Silver, or Bronze level. CALBO Partners have access to special opportunities, early registration deadlines, and use of the CALBO logo as a partner.

**Thank you  
to the CALBO  
Partner Program  
Gold Sponsors!**

*Become a sponsor today  
by registering for  
one of three levels  
available—  
Gold, Silver and Bronze.*



**Questions about  
these opportunities?**

**CONTACT:**  
**Brandon J. Craig**  
bcraig@calbo.org or  
916-457-1103



## Exhibitor & Sponsorship Program Information

**September 10-13, 2018**  
**October 15-18, 2018**  
**December 17-20, 2018**

San Ramon  
Ontario  
Anaheim

The CALBO Training Institute hosts its Education Weeks throughout the Golden State to provide continuing education for California building departments. These events bring thousands together under one roof for code updates, professional development and networking opportunities. Last year, CTI had its largest Education Week events on record—nearly 6,000 full-day courses attended.

Dozens of state agencies, organizations and companies participate in the Education Week Exhibitor Program each year. **We invite you to be one of them.**

## Why participate in the 2018 CALBO Education Week Exhibitor and Sponsorship Program?

- ▶ **Engage face-to-face with building department leaders and staff.**
- ▶ **Recruit new employees from seasoned building department personnel.**
- ▶ **Free advertising in the CALBO News, CALBO's bi-monthly newsletter.**
- ▶ **Showcase your products and services.**
- ▶ **Special discounted exhibiting package for all three Education Weeks.**

## Interested in these opportunities?

**Contact:**  
**Brandon J. Craig**  
bcraig@calbo.org or 916-457-1103

## Special Sponsorship Opportunity!

Don't miss the CALBO Training Institute's newest training endeavor—**CTI Education Week Lunch and Learn.** This special sponsorship opportunity connects companies and the CALBO community around the latest innovative and progressive topics in building-and-safety. Contact CALBO for more information!



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Sacramento, CA 95814

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**Thank You  
To All  
2018-2019  
CTI Instructors**

<b>Paul Armstrong</b>	<i>HR Green, Inc.</i>
<b>Ciara Barnett</b>	<i>County of Los Angeles</i>
<b>Yvonne Christopher</b>	<i>CSG Consultants, Inc.</i>
<b>Jesse De Anda</b>	<i>City of Beverly Hills</i>
<b>Tony De Santis</b>	<i>City of Los Angeles</i>
<b>Richard Halloran</b>	<i>City &amp; County of San Francisco (Retired)</i>
<b>Nick Henderson</b>	<i>CSG Consultants, Inc.</i>
<b>Joe Kriskovich</b>	<i>City of Manteca</i>
<b>Bob Latz</b>	<i>CSG Consultants, Inc.</i>
<b>Chris Olvera</b>	<i>California Energy Commission</i>
<b>Raj Patel</b>	<i>City of Beverly Hills</i>
<b>Leonard Powell</b>	<i>City of Fremont</i>
<b>Sara Retmier</b>	<i>City of Hemet</i>
<b>Charles Russell</b>	<i>VCA Code</i>
<b>Jay Salazar</b>	<i>City of Vacaville</i>
<b>Daniel Schneiderei</b>	<i>City of Los Angeles</i>
<b>Stephanie Smith</b>	<i>City of Murrieta</i>
<b>Mike Stone</b>	<i>National Electrical Manufacturers Association</i>
<b>Andrew Stuffer</b>	<i>City of Santa Barbara</i>