Best Practices for Developing the Next Generation

56th CALBO ABM
March 27, 2018

California Building Officials
Best Practices for Developing the Next Generation

Panelists and Moderator

• Sharon Goei  City of Santa Clara
• Joe Kirkpatrick  City of Irvine
• Susan Dowty  International Code Council

Special Thanks

• Outreach and Communications Committee
• Randy Goodwin  City of West Sacramento
• Lauren Herman  CALBO
Challenges and Demographic Shift

- Recession and layoffs
- Organizations not hiring
- Aging workforce and retirement
- Booming construction sector

Other industries facing similar challenges
- Construction industry
- Government in general

a GAP in the building safety profession
Career Pathways

• No defined path

Trades
Contractor
Technical/vocational programs
Community colleges
4-year colleges
Business degrees
Engineering/architecture degrees
Construction management degrees

Building safety careers
• Inspectors
• Plan checkers
• Permit technicians
• Administrators
## Outreach and Programs

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Does your Building Department operate an internship program?

- Yes - Jurisdiction: 16%
- Yes - Private Firm: 4%
- No: 80%

89 Respondents
Survey results are ranked according to the number of responses.
Why do Building Departments not have internship programs?

1. Lack of resources
   - Small jurisdiction, limited staffing
   - Time constraints, competing priorities
   - Budget constraints

2. Risk management, liability

3. Other departments in organization have internships, but not Building Department
What are the challenges with implementing or maintaining an internship program?

1. Resources
   - Staffing
   - Time
   - Funding

2. HR rules

3. Training interns (unpaid) and they find paid or full-time employment elsewhere
CALBO Survey – Internship Programs

*Why do interns apply?*

1. Most want to gain job experience
2. Some also want to earn college credits
How do you recruit interns?

A combination of methods:

1. Employee referrals
2. Websites
3. College job boards
4. Social media
5. Local Chapter outreach
What are the minimum application requirements?

1. Current enrollment or registration in a related course or program (or graduation from program)
2. High school diploma
3. 18 years of age
4. Background check
5. Interest in the field
What does your internship program consider when hiring an intern?

1. Interest/enthusiasm/attitude
2. Knowledge of industry
3. Level of education
4. Experience
What compensation does your internship program provide to interns?

1. Pay

2. Letter of recommendation

Only a few provide leave and medical benefits.
CALBO Survey – Internship Programs

What training opportunities do you provide to interns?

1. Ride-alongs, field experience
2. Permit processing, customer service
3. Code training, code books, and resources
4. Limited scope plan review
5. Certification
What is the internship duration?

- No time limitation: 11%
- 12 Months or longer: 15%
- 6 to < 12 Months: 11%
- 3 to < 6 Months: 37%
- < 3 Months: 26%
What is the average workweek of an intern?

- 31 – 40 Hours/Week: 25%
- 21 – 30 Hours/Week: 10%
- 11 – 20 Hours/Week: 55%
- 0 – 10 Hours/Week: 10%
CALBO Survey – Internship Programs

What duties do interns perform?

1. Administrative duties, assist project management
2. Counter assistance
3. Permit processing
4. Field inspections
5. Limited scope plan review
What is the report from interns about their internship experience?

- Highly Satisfied: 63%
- Satisfied: 31%
- Neutral: 6%
Internship Programs: 2 Case Studies

Joe Kirkpatrick
Chief Building Official
City of Irvine

Randy Goodwin
Building Official and City Architect
City of West Sacramento
Irvine Case Study

Joe Kirkpatrick
Chief Building Official
City of Irvine
CITY OF IRVINE INTERN PROGRAM

Big Picture

• Certain Building and Safety employment niches not well served by typical education, e.g. permit techs, inspectors, plan checkers…all specialties.

• Changes in PERS rules (PEPRA) for most Cities make mid-career transfers much more challenging.

• Many college grads (and others) are willing to start as paid or even unpaid interns.

• Internships can be great for both the employer and the intern…help with critical functions, learn new skills, explore career opportunities, no major commitment.
CITY OF IRVINE INTERN PROGRAM

• What’s right for one agency may not be right for another:
  – How deep is the agency
  – Is someone available to manage, mentor, supervise an intern
  – Does HR allow and under what circumstances

• The answers to these questions will determine if and how
  – E.G. an inspector ride along is easier to accommodate than a plan checker ride along.
  – A big agency might have enough specialized stuff to do to develop an intern incrementally while getting good production
CITY OF IRVINE INTERN PROGRAM

• City allows Interns:
  – HR not too bureaucratic, may be paid, unpaid
    • Paid means we need to look ahead and get into the budget
  – Must pass a (life scan) background check
  – Recruitment completely informal
  – Various ways to find candidates
    • Word of mouth
    • Referrals
    • Solicitations
Irvine Case Study

- Plan check Engineer:
  - Informal intro
  - Second year master’s student
  - Started out as unpaid, then paid (3 mo. +/-)
  - Trained in minor OTC plans to start
  - Became proficient in solar, patio covers, retaining walls
  - Interned for one year
  - Experience aided in getting a position in LA
  - Return to us 2 years later as a more rounded assistant plan check engineer
Irvine Case Study

• Plan check Engineer:
  – Soliciting candidates via local universities-UCI, CSUF
  – Contact Engineering Department Chair
  – Ask for professor referrals
  – Got a number of qualified applicants
  – Selections underway
Irvine Case Study

• Permit Tech:
  – Referral
  – College Freshman
  – Started out unpaid
  – Verified fit and commitment
  – Is now paid, works 16 to 20 hours a week
  – Wants a career in Building and Safety but not sure where… “starting in the mailroom”
Keys to success

- Must be win-win
  - Investment to train must have pay-off
  - Need a minimum commitment
  - Be sure to establish expectations- two way
  - Healthy perspective…developing the next gen
Success Stories

Assistant Engineer

Permit Tech
West Sacramento Case Study

Randy Goodwin
Building Official and City Architect
City of West Sacramento
West Sacramento Case Study

Summer STEPS Internship Program Origins

• The Mayor of West Sacramento, a former educator, was the main proponent behind a city-wide internship program, The Summer STEPS Internship Program (Strides Towards Entering Public Service).

• The City Manager’s Office created the program guidelines and structure.

• For four years, interns have worked in the following departments: Administrative Services, City Manager’s Office, Community Development, Fire Administration, Parks and Recreation, Police Department, and Public Works.
Summer STEPS Internship Program Purpose

• To provide high school and college students with practical work experience related to their academic studies outside the classroom.

• Offer students the opportunity to incorporate realistic and practical work experiences, not normally achieved in a classroom setting, into their academic programs.

• Provide the City of West Sacramento with the opportunity to invest in a future workforce and demonstrate how students can have the career they want in local government while serving their community.
West Sacramento Case Study

Summer STEPS Internship Program Details

1. Internships are offered for an 8-week period over the summer.

2. Each department conducts its own panel interviews for students applying for an internship within their department. Each department must abide by the guidelines and requirements set forth by HR.

3. Each department is assigned a minimum of 2 interns for the summer term.
Summer STEPS Internship Program Details (continued)

4. All interns work part-time as at-will employees. Hourly wage ranges from $10-$20 per hour.

5. Duties and responsibilities differ depending on the intern level.

6. Classifications for student interns are based on educational levels rather than job duties. There are four internship levels with different duties and pay levels.
Lessons Learned from Summer STEPS Internship Program

• Getting support from department heads and city managers is the biggest challenge of any internship program.

• Departments should participate, but should not be responsible for the leg work of the program.

• Departments should consider how an internship program will benefit both their employees and the intern. There should be a project in place before hiring an intern rather than hire an intern and create a project around the intern.
West Sacramento Case Study

Success Story

“Matt has become such an asset to this ADA project; he has taken over the fieldwork to assist the engineering inspectors, who often get overloaded with other projects. Matt has another six months of project work, but I would like to continue to work with him in the future. He always has a place at the City of West Sacramento. I also know that he is grateful for this opportunity in that he would not have known about public service and the opportunities available at the City of West Sacramento without the Summer STEPS Internship Program.”
Outreach Examples

Susan Dowty
Government Relations Manager
International Code Council
## Outreach Examples

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Outreach Examples
Career & Job Fairs

**Building & Safety Career Fair**

**When:**
Wednesday, May 24th
12:30 PM - 3:00 PM

**Where:**
City of Glendale
633 E. Broadway
Glendale, CA 91206

Come and join City of Glendale and discover a wide range of trades and careers related to the Building & Safety profession.

**Young Adults: Building Safety Careers**

**Home Owners: Earthquake Safety Retrofits**

May 10, 2017, 6:00-8:00 p.m. | City Hall Rotunda | 200 E. Santa Clara St., San José

Learn about careers in building safety.

Do buildings and construction interest you? Learn about unique and rewarding careers in the building safety industry.

Talk to City of San José Building Safety Professionals:
- For young adults, high school or college students who are interested in buildings and construction, learn about the different careers in permitting, plan review, and inspection from our experts.
- Learn how you can prepare your home for an earthquake with retrofit designs.
Outreach Examples

Outreach to Trades

ICC helps judge top craft trainees and apprentices

The ABC Craft Championships demonstrates the staunch commitment of trainees and apprentices to the career path the construction industry offers.
Outreach Examples
Outreach to Trades
Outreach Examples

Outreach to Students
Outreach Examples
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Outreach Examples

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Outreach Examples

Outreach to Students

FREE FOOD?
I’M THERE!!!
Outreach Examples

Social Media

- SVABO
- Citrus Belt
- L.A. Basin Chapter
- ICC Region I
- CALBO
- International Code Council

Images of social media platforms and logos, including LinkedIn, YouTube, and Facebook.
Outreach Examples

Job Boards
Sara Yerkes and Ron Piester of the Code Council are leading a new initiative, the ICC Military Families Building Career Path Program, to help veterans who are transitioning to civilian life and their family members learn more about building safety career options.
Outreach Examples

BSM Events
Outreach Examples

BSM Events

MAY 2017
BUILDING SAFETY MONTH
Code Officials: Partners in Community Safety and Economic Growth

Please come for a full day of displays, demonstrations, and information sharing on Wednesday, May 17, 2017 9 a.m. to 4 p.m. at the Civic Center Plaza - Concourse Area (outside the City Administration Building at 202 C St.)

BUILDING SAFETY MONTH
MAY 2018

"COMMUNITY PARTNERING"

MAY 23rd
11:00 a.m. - 2:30 p.m.
PERKINS PLAZA
CITY HALL

"COMPLIANCE AWARD"

This year's event will also include an informative presentation by City Building Official, Jan Breslau.
"Why Building Safety is Good for Small Business in Glendale"

For more information please contact Celine Sarkessian by e-mail at CSARKESIAN@glendaleca.gov
Outreach Examples

Safety 2.0 is the International Code Council's signature initiative to welcome a new generation of members and leaders to the building safety profession.

Click titles below to find out more.

- High School Technical Training Program (HSTTP)
- Emerging Leaders Membership Council (ELMC)
- Chapter Leadership Academy
- Board Shadow Program
- Journey to Leadership
- Military Families Career Path Program
- Building Safety Career Path Initiative
- Value of the Code Official Initiative
- ICC's Technology Strategy
Best Practices for Developing the Next Generation

Thank You