



Building Codes Division Board Service

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The Building Codes Division (BCD) of the Department of Consumer and Business Services (DCBS) supports seven different advisory boards. These boards assist BCD in carrying out its mission of ensuring safe construction practices while promoting a positive business climate. These boards address major issues ranging from interpreting state laws and rules that protect consumers and workers in the areas of licensing, enforcement, education, conservation, to occupational safety and health, building codes – all of which are critical to the ongoing success of the state of Oregon.

Board members provide expert knowledge, advice, and recommendations covering several areas:

- Program policy and direction
- Code review and adoption
- Licensure standards including education and experience qualifications of licensure applicants
- Standards for professional industry practice, competence, and conduct
- Enforcement of the standards for professional industry practice, competence, and conduct
- Disciplinary hearings for violation of professional licensing laws or rules by licensees
- Revisions to the rules and regulations necessary to carry out the duties of the board

Although many board members are licensed in the profession or industry overseen by the board, most boards have one or more positions reserved for other public members. These members serve a vital role as representatives of the public interest generally and as consumers. Public members bring unique backgrounds and perspectives that are invaluable as the boards conduct their wide range of duties.

Are you interested in serving as a volunteer citizen board member? BCD seeks new members as current terms expire. We continuously recruit qualified applicants to contribute professional knowledge and expertise or perspective by serving **on one of BCD's advisory boards**. Government works best when citizens are involved in growing their communities. All citizens are encouraged to serve.

Commitment

The commitment to serve on a board is substantial. The governor makes appointments to most of these boards, subject to confirmation by the state Senate. Board members are appointed to four-year terms and may serve no more than two terms. A member shall continue to serve until a qualified successor has been appointed and seated. Vacancies shall be filled by executive appointment for the unexpired term. The governor will ensure that all boards and commissions represent the growing age, racial, and gender diversity throughout each region of the state.

Once appointed, it is important that members attend all board meetings. A member may be removed immediately from the board after missing three consecutive regularly scheduled board meetings without being excused during any 12-month period. Preparing for each board meeting requires reviewing investigative reports, proposed rules, compliance case documents, and other meeting materials. Occasionally, emergency or special meetings are held that may require more preparation. Some board meetings are held online while others may include periodic travel to meetings within Oregon. Board members are eligible for reimbursement of expenses incurred for board business.

Board members are not State of Oregon employees unless they are in an actual salaried position. Board members are public officials and in their official capacity act on behalf of Oregon state government. Board members must complete a brief online training upon their appointment and before the start of their service. You must be an Oregon resident to participate unless otherwise noted.

If you are interested in being considered for a position as a board member, **contact the Governor's Office of Executive Appointments** directly at executive.appointments@oregon.gov or call 503-378-6829.

How to apply

The interest form is a **basic application that tells the Governor's Office about you, your background, and why you want to participate on an appointed board or commission.** You may apply at any time, regardless of whether there is a current opening, as resignations occur throughout the year. The interest form can be found at

https://www.oregon.gov/gov/admin/SiteAssets/Pages/How_To_Apply/Interest%20Form.pdf

- Type or use black ink when completing your interest form.
- Review all of your information to ensure your form is complete.
- If you choose to email you application, please combine all of your attachments into a single PDF file. Emails with links to your information are not accepted.
- Include all of the following in your application packet:
 - Your interest form
 - Your resume
 - A short biography detailing your experience, work history, awards, and other board work
 - Your completed and signed background information form (included in the link to the interest form)
 - **The answers to the Governor's Office supplemental questions** (included in the link to the interest form)
- All applicants are subject to a background check, and more vetting may apply for some board positions. **The Governor's Office considers** candidate information to have been submitted in confidence pursuant to ORS 192.502(4). Information submitted on the Interest Form will be maintained confidential to the extent permitted by the Oregon Public Records Law.
 - **Notifying the Governor's Office about something in your past does not necessarily** mean you cannot or will not be appointed, *but it is important that you respond truthfully to all questions.*
 - Ensure your fiscal responsibilities are in order when applying. Issues may delay or jeopardize consideration of your application.

Once submitted, applications are placed in the appropriate board or commission file for future consideration for up to two years. **The Governor's Office** will acknowledge the receipt of all applications, but further contact may not occur. If you are being actively considered for appointment, the Boards and Commissions Office will directly contact you.

Completed applications can be scanned into a PDF **and emailed to the Governor's Office at** executive.appointments@oregon.gov. Alternately, a hard copy of your application can be sent to:

Office of the Governor, Executive Appointments
900 Court St. NE, Room 254,
Salem, OR 97301-4075.

Thank you for your interest in serving the state of Oregon and the Building Codes Division. It is your willingness to participate that makes a difference in the strength of our efforts and we appreciate the power of your volunteerism and perspective. For more information about the boards housed with BCD, contact Boards Coordinator Debi Barnes-Woods at 503-378-6787 or debra.j.woods@oregon.gov or Melissa Stiles at 503-378-5975 or Melissa.G.STILES@oregon.gov.

Board of Boiler Rules

In 1961 the Oregon Legislature created the Board of Boiler Rules to advise the DCBS director on the development of rules for the safe construction, installation, inspection, operation, maintenance, and repair of boilers and pressure vessels and to review staff enforcement actions.

Duties and responsibilities

The board oversees licensing and enforcement actions implemented by BCD staff members relating to boiler and pressure vessels to ensure that the people involved are appropriately trained and licensed and their work meets minimum safety standards. The board works with BCD, building officials, technical committees, advisory boards, and the public to adopt, amend, and interpret the Oregon Boiler and Pressure Vessel Specialty Code (OBPVSC). This code applies to the installation, alteration, and repair procedures of certain boilers, pressure vessels, pressure piping, parts, and items.

The board meets quarterly or at the call of the director or the board chair. Time commitments are varied and based upon the needs, expectations, and policy goals of the board.

Board composition

The governor appoints the board's 11 members, subject to Senate confirmation. Board members are appointed to four-year terms and may serve no more than two **terms**. **The board's members** are composed of:

- One owner and user or representative and employee of an owner and user of a high-pressure boiler in Oregon and who has had practical experience with high pressure boilers
- One manufacturer or representative and employee of a manufacturer of boilers or of pressure vessels in Oregon
- One person regularly engaged in the inspection of boilers and pressure vessels and who is employed by an insurer who writes policies of boiler and pressure vessels explosion insurance in Oregon
- One mechanical engineer registered by the State of Oregon
- One boilermaker
- One owner and user or representative and employee of an owner and user of a low-pressure boiler in Oregon
- One owner and user or representative and employee of an owner and user of a pressure vessel in Oregon with practical experience with pressure vessels
- One owner or employee of a business that installs and repairs boilers
- One steamfitter
- One practical steam operating engineer
- One member of the public not otherwise eligible for appointment to the board

Building Codes Structures Board

Commissioned in 1973, the Building Codes Structures Board helps the Building Codes Division administer the Structural Program, Prefabricated Structures Program, Accessibility to People with Physical Disabilities Program, and additional energy programs.

Duties and responsibilities

The board approves the Oregon Structural Specialty Code and other related codes and advises the director in the administration of the Structural Program, Prefabricated Structures Program, certain energy programs, and the Accessibility to People with Physical Disabilities Program described in Oregon Revised Statutes chapter 447.

The board meets at least twice per year at times and places specified by the DCBS director after consultation with the board, or at times and places specified by the call of a majority of the board members after consultation with the director. Time commitments are varied and based upon the needs, expectations, and policy goals of the board.

Board composition

The governor **appoints the board's** nine members, subject to Senate confirmation. The board consists of members broadly representative of the industries and professions involved in the development and construction of buildings and energy conservation. **The board's members** are composed of:

- One architect or engineer
- One general contractor, specializing in the construction of buildings more than three stories above grade
- One contractor specializing in construction for heavy industry
- One representative of the building trade
- One representative of a utility or energy supplier
- One representative of a fire protection agency
- One building official
- One owner or manager of a commercial office building
- One representative selected from people recommended by the Oregon Disabilities Commission

Electrical and Elevator Board

Commissioned in 1949, the Electrical and Elevator Board assists BCD's administrator in determining how and by whom electrical and elevator installations may be performed and where electrical products are sold, assuring the public that persons making electrical and elevator installations are qualified by experience and training.

Duties and responsibilities

The Electrical and Elevator Board assists BCD in developing minimum safety standards for the installation, alteration, repair, and maintenance of elevators and electrical installations; ensures compliance with minimum safety standards; provides for the administration and enforcement of the elevator and electrical safety laws; and provides for a statewide uniform method of calculating permit fees and standardized permit application forms.

The board also oversees the licensing and enforcement of these programs to ensure that the people involved are appropriately licensed and the work meets minimum safety standards. The board meets bi-monthly and board members are appointed to four-year terms and may serve no more than two terms.

Board composition

The governor appoints the board's 15 members, subject to Senate confirmation. **The board's members** are composed of:

- One person who is a fire and casualty underwriter
- One representative of industrial plants regularly employing licensed electricians
- One representative of the power and light industry
- One electrical equipment supplier who otherwise qualifies by experience in the industry
- One representative of elevator manufacturing
- One member from the electrical equipment manufacturing industry who otherwise qualifies by experience and training in electricity
- Two journey level electricians
- One electrical inspector
- Two electrical contractors
- One municipal building official
- One journeyman elevator installer
- One owner or manager of a commercial office building
- One public member who does not receive compensation from the foregoing groups

Mechanical Board

Created in 2004, the Mechanical Board helps the Building Codes Division administer the code and associated administrative rules adopted under ORS 455.020 for mechanical devices and equipment. House Bill 2005 (2013) expanded the membership by adding one additional position and encourages energy efficiency and savings through effective mechanical insulation standards. The bill encourages **review of mechanical insulation standards between “building owners, operators, contractors, installers, inspectors and regulators” in order to identify ways for mechanical systems to operate as “efficiently as possible” and to “maximize energy savings particularly in publicly financed buildings.”**

Duties and responsibilities

The Mechanical Board helps BCD administer the code and associated administrative rules adopted for mechanical devices and equipment. The Oregon Mechanical Specialty Code (OMSC) establishes the minimum requirements for the design, installation, alteration, and inspection of mechanical systems permanently installed and used to provide control of environmental conditions and related processes within buildings. The board meets at least twice annually.

Board composition

The governor appoints the board’s 10 members, subject to Senate confirmation. The board’s members are composed of:

- One representative of the plumbing industry
- One sheet metal and air conditioner contractor
- One municipal mechanical inspector possessing the highest level of mechanical inspector certification issued by DCBS
- One heating, venting and air conditioning contractor
- One heating, venting and air conditioning installer
- One sheet metal and air conditioner installer
- One representative of a natural gas company or other utility
- One building official
- One insulation craftsperson who has experience with heat and frost insulation
- One public member who does not receive compensation from any interest represented above

State Plumbing Board

Created in 1935, originally under the authority of the State Board of Health, the State Plumbing Board licenses individuals to engage in the business, trade, or calling of a journeyman plumber. The board establishes license, business, and supervising plumber registrations, examinations, and continuing education fees.

Duties and responsibilities

The State Plumbing Board licenses individuals to engage in the business, trade, or calling of a journeyman plumber and establishes, by rule, requirements to license business and supervising plumber registrations, examination requirements, and continuing education fees. The board oversees the administration of the plumbing program, including licensing and enforcement, to ensure that the people involved are appropriately licensed and the work meets minimum safety standards. The board and BCD work with building officials, technical committees, advisory boards, and the public to adopt, amend, and interpret the Oregon Plumbing Specialty Code (OPSC). This code applies to the installation, alteration, repair, relocation, and replacement of plumbing systems in commercial and residential buildings. The board meets on a bi-monthly basis. Board members are appointed to four-year terms and may serve no more than two terms.

Board composition

The governor appoints the board's seven members, subject to Senate confirmation. The board's members are composed of:

- One journeyman plumber with **10 or more years' experience in the trade or calling of** journeyman plumber
- One licensed plumbing contractor
- One local plumbing inspector who is a journeyman plumber
- One registered professional mechanical engineer
- One officer or employee of the Oregon Health Authority
- One plumbing equipment supplier who otherwise qualifies by experience in the industry or one building official
- One member of the general public

Residential and Manufactured Structures Board

The Residential and Manufactured Structures Board, created in 2004, helps the Building Codes Division administer the low-rise residential dwelling program. This code applies to the construction, reconstruction, and repair of one- and two-family dwellings and townhouses.

Duties and responsibilities

Residential and Manufactured Structures Board members are appointed to four-year terms and may serve no more than two terms. The board meets twice a year to help BCD administer the low-rise residential dwelling program, including code review and adoption. The board and BCD work with building officials, technical committees, advisory boards, and the public to adopt, amend, and interpret the Oregon Residential Specialty Code (ORSC).

Board composition

The governor appoints the board's 11 members, subject to Senate confirmation. The board's members are composed of:

- One contractor specializing in the construction of residential structures
- One contractor specializing in the remodeling of residential structures
- One contractor specializing in building multifamily housing three stories or less above grade
- One home designer or architect
- One building official
- One representative of residential building trade subcontractors
- One structural engineer
- One representative of a utility or energy supplier
- One manufacturer of manufactured dwellings
- One seller or distributor of new manufactured dwellings
- One public member who does not receive compensation from any interest listed above

Construction Industry Energy Board

Created in 2009, the Construction Industry Energy Board evaluates and approves or disapproves proposed state building code standards and administrative rules relating to the energy use and energy efficiency aspects of all the specialty codes that make up the state building code. The proposed standards evaluated by the board may include energy-conserving technology, construction methods, products, and materials.

Duties and responsibilities

The Construction Industry Energy Board evaluates proposed state building code standards, such as the Oregon Residential Reach Code, and proposed administrative rules relating to the energy use and energy efficiency aspects of all of the electrical, structural, prefabricated structure and low-rise residential specialty codes. The board collaborates with other boards and the Oregon Department of Energy to evaluate energy code development, code specifications, and calculations.

The board meets at least twice per year at times and places specified by the DCBS director after consultation with the board, or at times and places specified by the call of a majority of the members of the board after consultation with the director.

Board composition

Unlike the other boards housed within BCD, the Construction Industry Energy Board members are not appointed by the governor, but are selected by boards or agencies for the various disciplines within its scope. The board consists of 11 members from these organizations:

- Two members selected by the Building Codes Structures Board from that board's members with practical experience in construction
- Two members selected by the Electrical and Elevator Board from that board's members with practical experience in the electric industry
- Two members selected by the Mechanical Board from that board's members with practical experience in construction
- Two members selected by the Residential and Manufactured Structures Board from that board's members with practical experience in the residential and manufactured structure industry
- Two members selected by the State Plumbing Board from that board's members with practical experience in construction
- One member who is an employee or officer of the Oregon Department of Energy appointed by the director of the Oregon Department of Energy