

Factory Assembled Structures Advisory Board Meeting

Labor & Industries

August 15, 2024

10 a.m. – 12 p.m.

TEAMS & L&I HQ

ATTENDEES:

Board Members Present: Craig Hillis – Vice Chair, Lori Johnson, James Farley, Kevin McShane, Lance Clark, Todd Blevins.

Absent: Calvin Dahl – Board Chair

L&I Staff: Melissa McBride, Brian Hornback, Barbara Skiles, Matthew Erlich, Charles Parton, Todd Blevins, Meagan Edwards, Becky Zamora, and Alaina Williams.

Public: Aaron Smith

PROCEDURAL:

- Meeting called to order by Craig Hillis at 10:00 am
- Minutes approved

PROGRAM UPDATE:

- Program update and staffing:
 - Plans Examiners
 - One open full time Plans Examiner position
 - Inspectors – all positions filled
 - Board Members
 - 2 open Factory Built Structure positions
 - 1 Public member position
 - We can have 11 total board members
 - Alicia Curry will be setting up a meeting along with Melissa and Matthew to come up with a communication plan on what the recruitments for the board open positions will look like. They will also work on how they will announce them and get them posted on the website.

RULES & LEGISLATION:

- Rules & Legislation – Megan Edwards
 - FAS has filed for the CR101 on June 4 for the fee increase rule making and CR102 was filed on August 6 for fee increase for the fiscal growth rate for fiscal year 2025, at 6.4% to cover the operating expenses for the FAS program. FAS has a Public Hearing on September 18 at 9 AM in Tumwater, if adopted the new fee will take effect January 1, 2025.

INSTALLER PROGRAM UPDATE

- Installer Program update – Charles Parton

- Currently working on updating exams
- August 20 is the next Installer exam; FAS will be trying something new by having 2 non-native English-speaking individuals come in person at the Union Gap office to take the exam. They will have someone read in English all the questions and available choices for answers to them.
- Currently looking into available options for translations
 - Discussion followed – Melissa to follow up and review RCW and WAC to see if L&I can offer Installers to receive their Continuous Education by attending seminars and factory tours. Will also follow up on translations and interpreter services available.

NEW AND OTHER BUSINESS:

- L&I website update for labels – Craig
 - Craig and Lori suggest the food truck page with an insignia picture adds a key of all the different labels and have descriptions of what all the boxes mean on them.
 - Barb will work on this
- Food Trucks Tri-cities - Todd Blevins
 - Gathered all the fire marshals in the area to offer 2 inspection services a year, 1 sticker from any jurisdiction will cover all other jurisdictions. The jurisdictions this will cover is West Richland, Richland, Kennewick, Pasco, Benton, Franklin and they are working with Walla Walla county and city to get them under this as well. They are using the statewide sticker once everyone is in the program.
- Tiny home language – Todd Blevins
 - Looking into possible change in the legislature and the way it reads on the L&I website. Currently working on some new language, Todd will follow up.
- Policies on jewel cases – Lori Johnson
 - No current policies on this topic, further discussion needed and Melissa will follow up.
- Vender Certification options – Lori Johnson
 - Discussion with Melissa and Matt Charles to look into available options for online certification for untrained professionals.
 - More discussion needed with leadership team, not going forward with this year.
- WAC 246-215-09110 – Lori Johnson
 - 90% or more of food vendors come through the L&I approval process before they get to the County Health Department process.
 - Discussion followed – Melissa will follow up and contact Matthew Erlich to add language to the FAS page on the tab titled “Do you have a food truck?” to reference WAC 246-215-09110.
- Gold insignia stickers – Lori Johnson
 - Can we look at updating the stickers to specify what Section D “date” is asking for? Some vendors thought this was the insignia expiration date and then later notified it is the date the vendor unit was approved by L&I.
 - Discussion followed, Melissa will follow up.
 - Food truck stolen stickers
 - Ken offers a solution by putting the stickers inside the food truck; Melissa will follow up to see if this is an available option.
 - Craig suggests stone guard on top of the stickers.

- Separate committee for food truck
 - Discussion followed, Melissa will follow up.

Meeting adjourned at 10:48 am

Calvin Dahl, Chair

Melissa McBride, Secretary to the Board