NYSBOC
New York State Building Officials Conference
www.nysboc.org email – info@nysboc.org

BOARD OF DELEGATES
MEETING MINUTES

DATE: March 11, 2026

LOCATION: RIT Conference Center, 5257 W. Henrietta Road, Henrietta, NY 14467

CALL TO ORDER: The meeting was called to order at 5:40 PM by President Valerie Scott.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by President Scott.

MOMENT OF SILENCE - INJURED & DECEASED MEMBERS AND FIRST RESPONDERS:

- Bill Boyd, fireman in the Avon Fire Department was injured on March 10th in a fire in his home.
- Timothy Ganey, Central Chapter, passed away on March 4th. He was a Fire Marshall and Code Enforcement Officer for the SUNY Upstate Medical University, SUNY Oswego and Dormitory Association of New York State.
- A younger member of the Code Enforcement Department for the City of Albany was diagnosed with kidney and liver failure.
- Peter Russo, Charter member of the Westchester Chapter, passed away on January 25, 2026. He was the Senior Building Inspector at the City of White Plains

ROLL CALL: Secretary Alan Gustafson conducted the roll call.

Officers Present:

President:	Valerie Scott
1st Vice President:	Mark LaFaver
2nd Vice President:	Open
Treasurer:	Doug Scarson
Secretary:	Alan Gustafson
Historian:	Steve McDaniel

Officers Absent:

Past President:	Sal Pennelle

Chapter Delegates Present:

Past Presidents:	Ed Cusato and Marty Moseley
BIANCO:	Tim Dougherty
Capital:	Daniel Sherman and Jason Staring

Central:	Ed Cusato and Bill Sherman
Finger Lakes:	Terry Rech, Kevin Moore and Andrew Collini
Mid-Hudson:	Fred Reilly and Tom DePole
Monroe:	Donald Bowers
Niagara Frontier:	Rod Cameron and David Metzger
Southern Tier:	Marty Moseley
Westchester:	Lawrence Chiulli and John Stone
Western Southern Tier:	Alan Gustafson and Glenn Christner
Yates Ontario:	Jim Kier

Department of State: Bill Sherman and Ron Stark

ICC: Dottie Mazzarella

APPOINTMENT OF NEW OFFICER:

President Scott announced the appointment of Lawrence Chiulli of the Westchester Chapter to fill the vacant position of 2nd Vice President

SWEARING IN OF NEW OFFICERS:

Because officers were not sworn in earlier due to the timing of the election, Past President Marty Mosley, serving as Vice Chair for ICC Region VI, administered the oath of office to the 2026-2027 NYSBOC Officers.

APPROVAL OF MINUTES:

A motion was made by Don Bowers, to approve the minutes of the December 4, 2025, Delegates Meeting and the December 16, 2026, Special Election Meeting. The motion was seconded by Ed Cusato. The motion passed unanimously.

OFFICERS' REPORTS:

President – Valerie Scott

President Scott reported that the beginning of her presidency coincided with her promotion from Deputy Director to Director of Code Enforcement for the City of Albany, resulting in a very busy start to the year.

President Scott highlighted several key initiatives currently underway:

Public Outreach -

- President Scott is working with a local PBS station in the Capital Region to produce a segment explaining the role of building officials.
- The goal is to improve public understanding and emphasize that code officials protect public safety rather than simply act as enforcement personnel.

DRAFT

Recruitment and Workforce Development

- Concern was expressed regarding an aging workforce within the profession.
- Efforts will focus on recruitment of younger professionals, sharing best practices among chapters and discussing successful and unsuccessful recruitment strategies.

Leadership Committee

- A meeting of chapter presidents will be scheduled and restructured as a Leadership Committee to strengthen communication and collaboration among chapters.

Training Outreach

- Discussions with Ron Stark and the Department of State about creating a short video message that could be shown during the state's virtual basic code enforcement training.
- The video would encourage new code officials to join regional chapters and remain connected to the profession.

1st Vice President – Mark LaFaver

Due to questions regarding the Wednesday 5:00 PM meeting time, 1st Vice President LaFaver explained that the schedule was selected due to financial constraints.

Because NYSBOC currently has limited funds, meetings are being scheduled in conjunction with events already funded by local chapters, including the Finger Lakes Building Officials Association event hosting the current meeting.

2nd Vice President – Lawrence Chiulli

2nd Vice President Chiulli continued the discussion regarding the shortage of new code enforcement professionals.

Suggestions included:

- Developing internship programs for students.
- Partnering with high schools and colleges to introduce students to the profession.
- Allowing interns to gain practical experience before taking civil service examinations.
- Creating clearer career pathways within municipal code enforcement.

Members noted that civil service testing often produces candidates with limited practical experience and that retention can be challenging due to salary limitations in some municipalities.

Lawrence closed with the following: "Firemen are hero's 100% of the time, police are hero's 50% of the time, a code official is never a hero because they are either citing you or sending you to court and fining you, but out of the three, we prevent more deaths."

DRAFT

Past President – Sal Pennelle

No report

President Scott displayed a plaque that will be presented to Past President Sal Pennelle at an upcoming Westchester event:

"A Certificate of Appreciation proudly presented to Sal Pennelle. This award is respectfully given for the dedication, enthusiasm and hard work that you have done as President of the New York State Building Officials Conference from January 1, 2024 – December 31, 2025."

Treasurer - Doug Scarson

Treasurer Scarson presented the financial report for the first quarter of 2026.

- The only expenses incurred year-to-date are lobbyist fees for January and February.
- The credit card balance from December 2025 has been paid in full.

Financial Summary

- Savings: approximately $4,000
- Checking: approximately $9,600
- Investment earnings: approximately $1,500 since the last quarter
- Symetra savings account: generating approximately $200 per month at 4% interest
- M&T Bank CD: approximately $26,000 at 3.5%

A motion was made by Ed Cusato to approve the Treasurer's Report as presented. The motion was seconded by Lawrence Chiulli. The motion passed unanimously.

Treasurer Scarson also reported:

- Total membership currently consists of 1,064 members.
- The following chapters have not yet submitted membership payments:
  - Columbia-Greene
  - Suffolk
  - Westchester

The bylaws require a minimum of 10 members per chapter.

Eight chapters have already submitted membership payments.

Secretary - Alan Gustafson

No report.

Historian - Steve McDaniel

No report.

DRAFT

STANDING COMMITTEES:

President Scott reported the following proposed changes to the standing committee structure. The new committee structure is as follows:

- **Conference Committee:** *Mark LaFaver – Chair, Steve McDaniel, Doug Scarson and David Burke.*
- **Nominating & Election / By-Law Committee:** *Brent Cross – Chair, Doug Scarson – Region 1, Ed Cusato – Region 2 and Dan Sherman - Region 3. Don Bowers, Lawrence Chiulli and Tom Depole - At Large*
- **Ways and Means / Good & Welfare Committee:** *Doug Sarson - Chair, B.J Gettel, Valerie Scott and Alan Gustafson*
- **Scholarship Committee:** *Doug Scarson – Chair, Tim Dougherty and Don Bowers*
- **Honorary Membership Committee:** *Steve Haramis – Chair, John Stone, BJ Gettel and Mark Lafaver*
- **New York Safety Assessment Program (NYSAP – formerly CEDAR) / Building Official Peer Support Group:** *Richard LaJoy & BJ Gettel – Co-Chairs, Dan Sherman, Sal Pennelle and David Metzger*
- **Code Official, Public Safety & Fundraising Committee:** *Adam Peltz – Chair, Steve Haramis, Ruben Berrios, Gerry Castro and Sal Pennelle*
- **Legislative and Code Update Committee:** *Marty Moseley – Chair, Michael Malatino, Steve McDaniel, Lawrence Chiulli, Steve Haramis and Ed Cusato*
- **Recruitment/Advertising & Website/Technology Committee:** *Valerie Scott – Chair, Steve McDaniel and Tom Poitras*
- **ICC, ICC Region VI, NYS Codes Coalition, Code Development, Eastern States Building Officials & NYS Home Builders:** *Steve McDaniel – Chair, Marty Moseley, Ed Cusato, Valerie Scott and Dottie Mazzarella*

President Scott confirmed that all standing committees required by the bylaws remain intact.

The new committee structure will become effective following this meeting.

NYS DIVISION OF BUILDING STANDARDS AND CODES:

John Addario - Director, Brian Tollison, Kevin Durr-Clark, William Sherman, Chad Haviland, Ron Stark and Nathan Paquin

Ron Stark reported the following:

- The next Code Council meeting will be held on March 31, 2026.
- The former CEDAR program has been renamed the New York Safety Assessment Program (NYSAP). The name change better reflects the role of participants following a disaster. Additional details will be provided as the program develops. Former CEDAR members will automatically become members of NYSAP.
- The Advanced In-Service (AIS) training program is progressing well. To date, 14 in-person sessions and three webinars have been completed. More than half of Code Enforcement Officials have completed the training.
- The webinar schedule for the second half of the year will be released soon. A self-paced version of the training will also become available.

DRAFT

- Efforts are underway to make AIS training available at future conferences.
- If an individual completed AIS training last year, they may take the training again this year for credit toward the required 24 hours of continuing education.
- Six hours of regular training will be offered between July and December through the Friday webinar format. The first half of the year was suspended due to the AIS training schedule.

President Scott and 2nd Vice President Lawrence Chiulli thanked Ron Stark and the Department of State team for their continued participation in conferences throughout the state.

Marty Moseley inquired about the status of the "Train the Trainer" program. Ron explained that due to staffing issues and the current AIS training schedule, the program has been temporarily placed on hold.

Marty Moseley also raised concerns regarding proposed code regulations related to flood plains that may be less restrictive than many existing local laws.

EVENTS, ASSOCIATION, & CONFERENCES:
Mark LaFaver – Chair, Chris Jensen, Steve McDaniel, Doug Scarson and David Burke

Mark LaFaver reported that the 2026 Annual Business Meeting is finalized.

The meeting will be held at Batavia Downs on September 25, 2026, at 9:30 AM. Six hours of training will be offered during the day, with an evening banquet scheduled for September 24.

Doug Scarson reported that Steve Haramis and Mark Schwarz recently provided a presentation on code enforcement at the Association of Towns of the State of New York Training School and Annual Meeting in New York City.

Discussion was held regarding the possibility of partnering with the New York State Conference of Mayors.

BY-LAW COMMITTEE:
Don Bowers – Chair, Brent Cross, Lawrence Chiulli and Tom Depole

No report

NOMINATING & ELECTION COMMITTEE:
Brent Cross – Chair, Doug Scarson – Region 1, Ed Cusato – Region 2 and Dan Sherman - Region 3

No report

WAYS AND MEANS COMMITTEE:
Doug Scarson – Chair, B.J Gettel, Valerie Scott and Alan Gustafson

No report.

EMERGENCY MANAGEMENT (CEDAR):
BJ Gettel – Chair, Sal Pennelle and David Metzer

No report.

GOOD AND WELFARE:
Valerie Scott and BJ Gettel

No report.

DRAFT

SCHOLARSHIP COMMITTEE:
Doug Scarson – Chair, and Tim Dougherty

Doug Scarson reported that scholarship application forms are available on the website and encouraged eligible students to apply.

President Scott reminded members of the importance of submitting current membership lists to NYSBOC to ensure scholarship eligibility.

HONORARY MEMBERSHIP COMMITTEE:
Steve Haramis – Chair, John Stone, BJ Gettel and Mark Lafaver

No report.

FUNDRAISING COMMITTEE:
Steve Haramis – Chair, and Adam Peltz

No report.

CODE OFFICIAL / PUBLIC SAFETY COMMITTEE:
Adam Peltz – Chair, Steve Haramis and Reuben Berrios

- No report.

LEGISLATIVE / CODE UPDATE COMMITTEE:
Marty Moseley – Chair, Michael Malatino, Steve McDaniel, Lawrence Chiulli and Joseph Smith, Sr.

Marty Moseley reported that the committee has held several productive meetings with legislators.

- The committee is currently meeting weekly.
- A bill tracking system is available in the membership section of the website and is updated regularly by Steve McDaniel.
- Approximately six to seven letters have recently been sent to legislators.
- Lobby Day is tentatively scheduled for May 12, 2026.
- Overall, the committee reported that activity has been strong and progress is being made.

NYS HOME BUILDERS:
Steve McDaniel - Chair

Steve McDaniel reported that he recently met with representatives from NYS Home Builders. They expressed interest in the possibility of holding a joint event with NYSBOC in the future. The details and logistics have not yet been determined.

Steve will be meeting with them again at the end of April.

He also reported that NYS Home Builders has expressed significant concerns regarding the new Code.

WEBSITE / TECHNOLOGY COMMITTEE:
Valerie Scott – Chair, BJ Gettel and Steve McDaniel

President Scott reported that she is updating the NYSBOC website to include the new committee structure.

DRAFT

She also reported that the membership list will be posted in the members-only section of the website with the goal of encouraging networking opportunities. She emphasized that membership is important not only for delegates but for all members.

BUILDING OFFICIAL PEER SUPPORT:
Richard LaJoy – Chair, Don Melkulik and Dan Sherman

No report.

NYS CODES COALITION COMMITTEE:
Steve McDaniel – Chair and Marty Moseley

Steve McDaniel reported that the committee meets monthly. There are no significant issues or hot topics at this time.

CODE DEVELOPMENT COMMITTEE
Marty Moseley

No report.

ICC:
Dottie Mazzarella and Steve McDaniel

Dottie Mazzarella reported the following:

- April 1, 2026, is the deadline for individuals interested in serving on an ICC Code Development Committee.
- The Public Comment Code Hearings will be held in Hartford, Connecticut, April 19–24, 2026.

President Scott asked whether this is the year members are required to revalidate in order to be eligible to vote at the ICC Annual Business Meeting in Nashville.

Marty Moseley explained that revalidation must be completed by March 20, 2026, to be eligible to vote at the code hearings and Annual Business Meeting.

President Scott asked when chapter reports are due. Ed Cusato reported that chapter reports are due March 14, 2026.

President Scott requested that chapter reports also be forwarded to her and Marty Moseley.

Marty Moseley emphasized the importance of Part 2 of the chapter reports, as they document chapter activities and accomplishments. He explained that activities such as outreach to high school students regarding code enforcement help elevate the profession and provide chapters with additional credits toward ICC benefits.

The accumulated points may be applied toward fees associated with attending the Annual Business Meeting and other ICC events and training opportunities.

President Scott noted that work performed at the chapter level ultimately strengthens NYSBOC as a whole.

DRAFT

ICC REGION VI:
Ed Cusato, Marty Moseley and Valerie Scott

Marty Moseley reported:

- The next ICC Region VI meeting will be held March 29, 2026, in Mystic, Connecticut.
- The ICC candidate call will be held on August 7, 2026, in Portland, Oregon. At that time, candidates seeking ICC office will participate and regional candidates will be selected.
- The Code Development Voting Guide is nearing completion and will be available on the website as well as in printed format.
- The ICC Region VI website is operational. https://iccregion6.org

Members interested in participating in the Code Development Group were advised that meetings are held weekly on Tuesdays.

Ed Cusato reported that Eastern States Building Officials has been included in the NYSBOC bylaws since the organization's inception.

He also noted that the first building code officials' chapter in the nation originated in Rochester, New York.

Additional announcements included:

- The Educational Conference will be held March 29–31, 2026.
- Appreciation was expressed to the Western Southern Tier Building Officials Chapter for donating its chapter benefit day.

OLD BUSINESS:

None

NEW BUSINESS:

Marty Moseley Seeks ICC Section Seat –

Marty Moseley announced that he will be running for the ICC Section Seat as a Director.

He expressed his hope for the support of NYSBOC members in this effort.

President Scott asked who currently holds the position. Marty explained that Ben Breadmore currently serves in the position but is now running for Secretary/Treasurer, creating an opening for the Section Seat.

Marty noted that the position is currently a one-year appointment, requiring him to seek election again the following year.

He stated that he will be seeking chapter support for this appointment.

DRAFT

ICC Annual Business Meeting Discussion –

Ed Cusato discussed hotel arrangements for the upcoming ICC Annual Business Meeting in Nashville.

Traditionally, ICC Annual Business Meetings are held in city convention centers with attached hotels. This year, however, the meeting will be held at the Gaylord Resort, which is approximately 20 minutes from downtown Nashville.

Ed noted that resort room rates are approximately $659 per night, which is not financially feasible for many attendees.

He explained that more affordable hotel options may be available near the resort and proposed traveling to Nashville in advance to investigate lodging options, transportation/shuttle services, and potential hospitality room locations.

Since some hotels are approximately one mile from the resort, transportation arrangements will need to be considered.

Ed stated that Central Chapter would contribute toward his travel expenses and requested NYSBOC assistance with the remaining costs.

A motion was made by Dan Sherman to approve funds not to exceed $400 for advance arrangements. The motion was seconded by John Stone. The motion passed unanimously.

CHAPTER REPORTS:

BIANCO: Tim Dougherty reported that the Annual Dinner Dance will be held March 13, 2026. A golf outing is scheduled for June 29, 2026.

Capital: Jason Staring reported that Capital Chapter will host a three-hour training session on April 17, 2026.

Central: Ed Cusato reported that the Central Chapter Annual Training Conference will be held April 6-8, 2026. The conference is sold out with approximately 250 attendees. Visitors are welcome.

Columbia Green: No report.

Finger Lakes: Terry Rech reported another successful conference held March 9-11, 2026, and thanked attendees for allowing Finger Lakes to host the Delegates Meeting. This conference marked their 50th anniversary. Andrew Collini was elected as the new chapter president.

Mid-Hudson: Eric Philipp reported that Mid-Hudson will not host a conference this year and will donate its chapter benefit day to Eastern States Building Officials. He reported increased attendance at monthly meetings, which include training opportunities. Approximately 70 people attended the current meeting.

Mohawk: No report.

DRAFT

Monroe: Don Bowers reported that Monroe will host a conference March 19-21, 2026.

Niagara Frontier: David Metzger thanked President Scott for attending their recent conference. The chapter will also host a booth at the upcoming Buffalo Home Show.

Rockland: No report.

Southern Tier: Marty Moseley reported their three-day conference was held in December and was well attended, with approximately 100 attendees. Appreciation was expressed to the Department of State for providing in-person Advanced In-Service training. Approximately 70 people attended a recent quarterly meeting. 117 people registered for a March 12 webinar on energy code updates. Appreciation was again expressed to the Department of State for providing trainers.

Suffolk: No report.

Westchester: John Stone reported the chapter completed two days of code update training last month with approximately 300 attendees. The remaining two days of training will be held March 25-26. The chapter is planning its annual golf outing, with half of the proceeds being donated to cerebral palsy support efforts. The Christmas toy drive was very successful, and every child with cerebral palsy in their area received a toy.

Western Southern Tier: Alan Gustafson reported that the annual conference will be held September 16-18, 2026. He also reported that an upcoming training sponsored by Davis-Ulmer Sprinkler will provide instruction on sprinkler systems, including classroom training and demonstrations using a specially equipped sprinkler trailer at the April meeting.

Yates Ontario: Jim Kier reported that last year's conference was very successful. It was the first year the chapter held a two-day conference. The 2026 conference will be held October 27-28. He also reported that monthly meetings have been well attended, including several joint meetings with Finger Lakes Building Officials.

CLOSING COMMENTS:

President Scott reminded chapters to provide information regarding upcoming conferences so they can be posted on the NYSBOC website.

ADJOURNMENT:

A motion to adjourn the meeting was made at 7:28 PM by Mark LaFaver and seconded by Valerie Scott. The motion passed unanimously.

Minutes respectfully submitted by Alan Gustafson, Secretary

DRAFT