



MEMORANDUM

TO: ALL CERTIFIED BUILDING DEPARTMENT PERSONNEL

FROM: TIM GALVIN, CHAIR

SUBJECT: COVID-19, BUILDING DEPARTMENT OPERATIONS & PERSONNEL CERTIFICATIONS

DATE: March 13, 2020

The Board is aware that the COVID-19 virus is affecting building department operations and your ability to complete interim certification and renewal requirements. Please follow all recommendations of the Ohio Department of Health and your local health officials. We want you to focus on keeping yourself and your community healthy and safe. The following are updates and guidance:

- We have received questions regarding the impact COVID-19 may have on building department operations and meeting timeframes for plan review and inspections set forth in the code. We recommend departments maximize electronic submissions and remote inspections to the extent possible and defer to your local elected officials as they implement contingency plans for your community's public services in coordination with State and local health officials. We will notify you as we learn of any actions by the State in response to current conditions that affect building department operations.
- We know that cancellation of continuing education events due to limits on gathering size may affect your ability to complete continuing education for renewal of your certifications or completing interim certification requirements. We have dates scheduled for the upcoming Ohio Building Code Academy but are planning for the likelihood that they will not go forward. We want you to continue to serve the citizens of your community without worrying about how you are going to complete these requirements. When the Board meets it will consider a reasonable extension of certification renewal periods and interim certifications. A notification of the Board action will be distributed at that time; however, when this action will take place will be dependent of ongoing conditions and directives from the Governor.
- Board Office Staff is teleworking to the extent possible and the Board has cancelled its March meetings. Processing of personnel applications/renewals, continuing education applications, assessments, yearly operational reports and IU plan review will continue, but please be aware that turnaround time may be affected. At this time, we do not expect these changes to result in any significant disruption of our services.

For more information on Ohio's response to COVID-19, visit coronavirus.ohio.gov or call 1-833-4-ASK-ODH.