

11-0-1292

(Do Not Write Above This Line)

AN ORDINANCE BY
FINANCE/EXECUTIVE
COMMITTEE

AN ORDINANCE AUTHORIZING
THE ESTABLISHMENT OF THE
OFFICE OF BUILDINGS
PROFESSIONAL CERTIFICATION
PROGRAM; AND FOR OTHER
PURPOSES

substitute

ADOPTED BY

OCT 17 2011

COUNCIL

- CONSENT REFER
- REGULAR REPORT REFER
- ADVERTISE & REFER
- 1ST ADOPT 2nd READ & REFER
- PERSONAL PAPER REFER

Date Referred

9/6/11

Referred To:

Fin/Exec

Date Referred

Referred To:

Date Referred

Referred To:

489536-1

First Reading
 Committee *Finance/Executive*
 Date *8/31/11*
 Chair *Edna Taylor*
 Referred To *Finance/Executive*

Committee *Finance/Exec*

Date *9.14.11*

Chair

Action *Hold* (see rev. side)
Other

Members

Refer To

Committee *Finance/Executive*
Date *10/2/11*

Chair *[Signature]*

Action *[Signature]*

Fav, Adv, Hold (see rev. side)

Other

Members *[Signature]*

Refer To *[Signature]*

Refer To *[Signature]*

Refer To *[Signature]*

Refer To

Committee

Date

Chair

Action (see rev. side)
Other

Members

Refer To

Committee

Date

Chair

Action (see rev. side)
Other

Members

Refer To

Refer To

Refer To

Refer To

- FINAL COUNCIL ACTION
- 2nd
 - 1st & 2nd
 - 3rd
 - Consent
 - V Vote
 - RC Vote

CERTIFIED

OCT 17 2011

ATLANTA CITY COUNCIL PRESIDENT

[Signature]

OCT 17 2011

[Signature]
MUNICIPAL CLERK

MAYOR'S ACTION

APPROVED

OCT 26 2011

WITHOUT SIGNATURE
BY OPERATION OF LAW



11-0-1292

**A SUBSTITUTE ORDINANCE BY
FINANCE / EXECUTIVE COMMITTEE**

**AN ORDINANCE AUTHORIZING THE ESTABLISHMENT OF
THE OFFICE OF BUILDINGS PROFESSIONAL CERTIFICATION
PROGRAM; AND FOR OTHER PURPOSES.**

WHEREAS, the Atlanta Building Code is based on the state minimum standard codes adopted by the State of Georgia; and

WHEREAS, expertise in interpretation and application of the state minimum standard codes will allow employees of the Office of Buildings to better serve the citizens of the City of Atlanta and those developers and builders who seek permission to perform construction related activities; and

WHEREAS, objective evidence of expertise in interpretation and application of the state minimum standard codes adopted by the State of Georgia and other regulations adopted by the City which are required for construction related activities requiring permits and inspections can be shown by employees through obtaining professional certifications from non-profit organizations such as the International Code Council ("ICC"), the National Institute for Certification in Engineering Technologies ("NICET") the International Society of Arboriculture (ISA) and various state agencies such as the Georgia Soil and Water Conservation Commission (GSWCC) Georgia Department of Agriculture that will certify passage of examinations; and

WHEREAS, the basis for all building and environmental regulation is the protection of the public health, safety and welfare; and

WHEREAS, the participation by employees in a program offered by the Office of Buildings where the passage of examinations showing objective evidence of expertise in interpretation and application of the state minimum standard codes adopted by the State of Georgia and other regulations adopted by the City is in the best interest of the public health, safety and welfare because such participation will increase the expertise of the employees of the Office of Buildings; and

WHEREAS, providing incentives for employees to participate in a professional educational program to be offered by the Office of Buildings will increase the expertise of its employees;

NOW THEREFORE, the City Council of the City of Atlanta, Georgia, hereby ordains as follows:

SECTION 1: The Director of the Office of Buildings is authorized to create a voluntary Professional Certification Program (the "Program") for the purpose of providing educational incentives to employees to receive further specialized training in



SECTION 2: The selection of employees for participation in the Program shall be based upon the Director's assessment of the needs of the Office of Buildings relative to the employees' job title and position and the type of certification sought. Applications by employees for the Program shall be in writing on forms provided by the Director who shall inform each employee of whether their participation meets the needs of the Office of Buildings. The decision of the Director not to allow an employee to participate shall not be an adverse personnel decision which is subject to appeal to the Civil Service Board in that the decision is based on the Director's assessment of the needs of the Office of Buildings and/or the funds budgeted for the Program.

SECTION 3: The Director is authorized to approve reimbursement to an employee for the cost paid to an outside agency for the fee to take any certification examination within the specialty for which that employee has been approved, provided however, that the employee must apply to the Director for approval to take the examination after review of available funding, pass the examination, receive proof of the certification and demonstrate proof of payment to the outside agency. Such reimbursement shall be through application to the Department of Finance from funds budgeted to the Office of Buildings.

SECTION 4: The Director, with the annual approval of the Commissioner of the Department of Planning & Community Development as evidenced by the inclusion in the Department's annual budget, is authorized to add the educational incentive to the salary of employees whose participation in the Program through certification by examination and successful completion of the probationary period during which the employee demonstrates through actual accomplishment that the certification has made the employee more effective in meeting the needs of those members of the public who use the Office of Buildings. The educational incentive shall be payable in increments added to each paycheck over the next fiscal year after the Director's approval of the employee's performance in the field during the probationary period following the passage of the certification examination.

SECTION 5: The Director is authorized to approve reimbursement to an employee for the cost of renewal fees for those approved certifications which the employee has obtained within the specialty for which that employee has been approved subject to budget limitations for a particular fiscal year. Continuing education and reporting requirements to maintain any certification which the employee has obtained shall be the responsibility of the employee. The decision of the Director that the failure to maintain professional certification would disqualify an employee from the educational incentive based upon the certification shall not be an adverse personnel decision which is subject to appeal to the Civil Service Board in that the participation in the Certification Program shall be voluntary and in compliance with its requirements is within the discretion of the employee and based upon efforts which the employee may choose not to undertake. The Director shall be authorized to instruct the Department of Finance to terminate educational incentive at any time after receiving notice that a certification has not been renewed.



SECTION 6: The Commissioner of the Department of Personnel shall assist the Director with the creation of a schedule which shall denote the educational incentive associated with the completion and the manner in which annual verification of maintenance of the qualifications for each of the Program certification specialties created by this ordinance shall be submitted. There shall be created written rules which shall govern the manner in which the entitlement to the educational incentive for each certification specialty must be verified by the employee and presented to the Director so that the Director can present the authorization for the educational incentive to be included in the budget of the Office of Buildings.

SECTION 7: The Director is authorized to create a resource library to assist employees with preparation for exams and to loan such materials to employees upon their written agreement to be responsible for the damage or loss of such materials.

SECTION 8: The following specialties for which the educational incentive is authorized shall be as follows, provided however that the Director is authorized to amend the list of examinations without further action of the City Council when deemed necessary for the effective administration of the program. The City of Atlanta Office of Buildings Certification Program titles as listed shall be included in the initial program registry of examinations. The International Code Council certification examinations to be included on the initial program registry are listed by their number. The title and name of the examination of other certifying agencies are identified individually.

Permitting/Plan Coordination Examinations

1. Permit Technician- 14
2. Zoning Inspector- 75
3. Property Maintenance and Housing Inspector- 64
4. Residential Plans Examiner- R3

Plan Review Examinations

1. Residential Fire Sprinkler Inspector/Plans Examiner- RF
2. Plumbing Plans Examiner- P3
3. Mechanical Plans Examiner- M3
4. Electrical Plans Examiner- E3
5. Permit Technician- 14
6. Zoning Inspector- 75
7. Building Plans Examiner- B3
8. Residential Plans Examiner- R3
9. LEED Plan Reviewer Certification
10. Georgia Soil and Water Conservation Commission (GSWCC) Erosion and Sedimentation Certification Level II (Designers and Reviewers)

Zoning Plan Review Examinations

1. Zoning Inspector- 75
2. Building Plans Examiner- B3
3. Residential Plans Examiner- R3
4. Permit Technician- 14



Arborist Plan Review Examinations

1. International Society of Arboriculture Municipal Specialist
2. International Society of Arboriculture Certified Risk Assessor
3. GA Soil and Water Conservation Plan Review License Level II
4. GA Department of Agriculture Commercial Pesticide License

Site Development Plan Review Examinations

1. Georgia Soil and Water Conservation Commission (GSWCC) Erosion and Sedimentation Certification Level 1B (Inspectors)
2. Georgia Soil and Water Conservation Commission (GSWCC) Erosion and Sedimentation Certification Level II (Designers and Reviewers)
3. Certified Professional in Erosion and Sediment Control (CPESC)
4. Certified Erosion, Sediment and Storm Water Inspector (CESSWI)
5. Certified Professional in Storm Water Quality (CPSWQ)

Building Inspectors Examinations

1. Commercial Building Inspector- B2
2. Commercial Electrical Inspector- E2
3. Commercial Mechanical Inspector- M2
4. Commercial Plumbing Inspector- P2
5. Residential Plumbing Inspector-P2
6. Residential Mechanical Inspector – M1
7. Residential Building Inspector- B1
8. Residential Electrical Inspector- E1

Zoning Inspectors Examinations

1. Property Maintenance and Housing Inspector- 64
2. Zoning Inspector- 75
3. Permit Technician- 14
4. Fire Inspector I- 66

Fire Sprinkler Plan Review Examinations

1. Fire Plans Examiner- F3
2. Residential Fire Sprinkler Inspector/Plans Examiner- RF
3. NICET Level III Plan Review

SECTION 10: The Commissioner of the Department of Personnel and the Commissioner of the Department of Finance are authorized to take such steps as are necessary to assist with the creation of the Program including, without limitation, the creation of schedule and accounts which are deemed necessary.

SECTION 11: This ordinance shall become effective upon the Mayor's signature or as specified by City Charter Sec. 2-403.

A true copy,


Municipal Clerk

ADOPTED by the Atlanta City Council
APPROVED as per City Charter Section 2-403

Oct. 17, 2011
Oct. 26, 2011

RCS# 1478
10/17/11
2:41 PM

Atlanta City Council

REGULAR SESSION

CONSENT I

CONSENT AGENDA SECTION I
OCTOBER 17, 2011
ADOPT

YEAS: 11
NAYS: 0
ABSTENTIONS: 0
NOT VOTING: 4
EXCUSED: 0
ABSENT 1

Y Smith	NV Archibong	Y Moore	Y Bond
NV Hall	Y Wan	Y Martin	NV Watson
Y Young	Y Shook	Y Bottoms	Y Willis
Y Winslow	Y Adrean	B Sheperd	NV Mitchell

ITEMS ADOPTED ON CONSENT	ITEMS ADOPTED ON CONSENT	10-17-11 ITEMS ADVERSED ON CONSENT
1. 11-O-1292 2. 11-O-1383 3. 11-O-1483 4. 11-O-1380 5. 11-O-1371 6. 11-O-1372 7. 11-O-1421 8. 11-O-0815 9. 11-O-1234 10. 11-O-1290 11. 11-O-1291 12. 11-O-1235 13. 11-O-1375 14. 11-O-1376 15. 11-R-1443 16. 11-R-1471 17. 11-R-1444 18. 11-R-1445 19. 11-R-1472 20. 11-R-1485 21. 11-R-1438 22. 11-R-1439 23. 11-R-1440 24. 11-R-1481 25. 11-R-1482 26. 11-R-1406 27. 11-R-1448 28. 11-R-1449 29. 11-R-1450 30. 11-R-1451 31. 11-R-1452 32. 11-R-1453 33. 11-R-1454 34. 11-R-1455 35. 11-R-1456 36. 11-R-1457	37. 11-R-1458 38. 11-R-1459 39. 11-R-1460 40. 11-R-1461 41. 11-R-1462 42. 11-R-1463 43. 11-R-1464 44. 11-R-1465 45. 11-R-1466 46. 11-R-1467	47. 11-R-1468 48. 11-R-1469 49. 11-R-1470