



7/11/2023

Ohio Floodplain Management Association  
ATTN: Duane Matlack

Dear Mr. Matlack:

Thank you for submitting renewal applications for continuing education course credit with the Ohio Board of Building Standards (Board). The following courses have been approved for the 2023 calendar year. (See Attached Pages)

Course sponsors are required to provide a certificate of completion to participants which shall include the name of participant, course title as approved, date, approved credit hours, approved certification categories, and approved course ID number. After completion of a course, the course sponsor shall file with the Board a list of the names of participants with their certification number. Course sponsors shall formulate a method to verify the individual's attendance and completion of the course. No partial credit shall be given to any participant who failed to complete the entire course as approved.

Approval numbers are good from the date of Board approval until December 31st of the calendar year. At the end of the calendar year, you may reapply for a new approval number. If the course content has not changed or if the code has not been updated, the application will be processed administratively. When applying for a new approval number, please state on the application whether the course content has changed, along with the date the course is to be held.

Course instructors should be knowledgeable of the currently adopted codes and standards and should promote the uniform application of these codes and standards to the extent possible. Additionally, because courses are often approved for both residential and nonresidential certifications, the course instructor shall highlight during the course any differences in the application of code requirements when necessary.

Please contact us with any questions you may have, and thank you for providing effective continuing education courses for code officials in Ohio.

Sincerely,

Board of Building Standards

Regina S. Hanshaw  
Executive Secretary

RSH/mkl

<b>Course Number</b>	<b>Course Name</b>	<b>Certifications (Hours)</b>
BBS2023-693	Statewide Ohio Floodplain Management Conference	BI(8.0), BO(8.0), BPE(8.0), EPE(8.0), ESI(8.0), FPI(8.0), FPPE(8.0), MPE(8.0), MI(8.0), MechPE(8.0), NRIUI(8.0), PI(8.0), PPE(8.0), RBI(8.0), RBO(8.0), RIUI(8.0), RMI(8.0), RPE(8.0)