

## ***Part I – Agency Profile***

### **Agency Overview**

The Division of Building Safety is a self-governing agency which operates almost exclusively with dedicated funds generated by fees for licenses, permits, plan reviews, and apprentice/trainee registrations. Beginning in FY 2017 the Division will receive general funds and public school income funds to operate the Office of School Safety and Security. In addition, also beginning in FY 2017 the Division will generate a fee to defray the expenses of the board and the Division as they relate to the Damage Prevention Board. The Division oversees multiple programs with over 100 employees across the state. Eight programs—electrical; building; plumbing; public works contractor licensing; heating, ventilation, and air conditioning; factory built structures; damage prevention; and school safety and security—have board oversight. A small amount of federal funding is utilized to help defray the costs of serving as the State Administrative Agency for the HUD Manufactured Housing Program. The industrial safety, elevator safety, and logging safety programs provide safety and consultation services.

### **Core Functions/Idaho Code**

**Electrical Program:** Per Title 54, Chapter 10, the Electrical Program safeguards life and property for the citizens of Idaho from hazards arising from the use of electricity to ensure that all electrical installations within the State comply with the most current safety codes and electrical standards. The Electrical Program provides the public with trained and qualified electrical inspectors having the most up-to-date knowledge and skills necessary to minimize electrical fires, injuries, and loss of life.

**Building Program:** Per Title 39, Chapter 41, the Building Program administers numerous building code regulatory programs involving the construction of state facilities, schools, prefabricated structures, manufactured homes, rehabilitation of older manufactured homes, and manufactured home industry licensing, as well as providing various other contractual services to local jurisdictions. The Building Program performs plan reviews and inspections to determine compliance with adopted building, accessibility, mechanical, fuel gas, energy conservation, and HUD construction safety codes or standards.

**Plumbing Program:** Per Title 54, Chapter 26, the Plumbing Program provides for the health and safety of the citizens of Idaho in public and private buildings by ensuring that plumbing practices are in compliance with the Idaho State Plumbing Code and that the licensing requirements of Idaho Code and Administrative Rules have been met.

**Public Works Contractor Licensing Bureau:** Per Title 54, Chapter 19 and 45, the Public Works Contractors License Board licenses all contractors and construction managers performing public works construction.

**Heating, Ventilation, and Air Conditioning (HVAC) Program:** Per Title 54, Chapter 50, the HVAC Program provides for the regulation, licensing, testing, and education of installers of heating, ventilation and air conditioning systems to ensure proper installation and compliance with the most current adopted codes applicable to the HVAC industry.

**Elevator Safety:** Per Title 39, Chapter 86, the statewide elevator safety program is managed for the protection of the owners, employees, and the public.

**Industrial Safety Program:** Per Title 67, Chapter 23, the Industrial Safety Program inspects state and school district facilities in an effort to ensure safe working conditions and reduce occupational accidents and fatalities, thereby reducing the costs of worker's compensation insurance. The Industrial Safety Program administers to, and obtains voluntary compliance with, health and safety standards as it applies to public employee workplaces and, indirectly, to the public. Consultation services and training resources on occupational safety issues are also provided.

**Logging Safety Program:** Per Title 67, Chapter 26, the Logging Safety Program works to reduce the frequency and severity of accidents in the logging industry as well as reducing logging industry insurance rates.

Established July 1, 2016, the Factory Built Structures Program provides plan reviews and inspections of factory built homes and commercial structures constructed in Idaho plants. The Factory Built Structures Program stems State of Idaho

from the consolidation of the Manufactured Housing and the Modular Building Programs. (Title 39, Chapter 40; Title 39, Chapter 43; Title 44, Chapter 21; Title 44, Chapter 22; and Title 44, Chapter 25, Idaho Code).

Established July 1, 2016, the Idaho Office of School Safety and Security performs security assessments on a triannual basis at all public schools in the state of Idaho. The office offers recommendations to enhance security of educational institutions along with technical information and training to school personnel. (Title 33, Chapter 58, Idaho Code).

Established July 1, 2016, the Damage Prevention Program promotes a system of self-regulation and education that addresses the prevention of damage to underground facilities. (Title 54, Chapter 10; Title 54, Chapter 19; Title 54, Chapter 26; Title 54, Chapter 50; Title 55, Chapter 22; and Title 67, Chapter 26, Idaho Code)

**Revenue and Expenditures**

<b>Revenue</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
Div. Building Safety	\$8,889,400	\$8,964,000	\$9,716,100	\$9,966,700
Federal Grant	\$41,000	\$41,900	\$41,500	\$44,400
Misc. Revenue	\$1,129,500	\$966,700	\$881,000	\$1,385,800
<b>Total</b>	<b>\$10,059,900</b>	<b>\$9,972,600</b>	<b>\$10,638,600</b>	<b>\$11,396,900</b>
<b>Expenditures</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
Personnel Costs	\$6,656,600	\$6,967,400	\$7,372,400	\$8,110,100
Operating Expenditures	\$1,815,800	\$1,809,000	\$1,785,200	\$2,204,500
Capital Outlay	\$842,600	\$348,700	\$361,900	\$361,100
Trustee/Benefit Payments	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$9,315,000</b>	<b>\$9,125,100</b>	<b>\$9,519,500</b>	<b>\$10,675,700</b>

**Profile of Cases Managed and/or Key Services Provided**

<b>Cases Managed and/or Key Services Provided</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
Electrical Licenses Active	9,100	9,100	9,100	14,000
Electrical Permits Issued	20,700	21,600	21,600	27,500
Electrical Inspections Completed	34,700	37,300	39,600	49,100
Building Plans Checked	200	300	300	3,000
Manufactured Housing Dealer Licenses Issued	100	100	100	200
Plumbing Licenses Active	4,100	4,200	4,600	5,800
Plumbing Permits Issued	9,700	11,100	12,200	13,200
Plumbing Inspections Conducted	16,700	19,400	21,800	24,100
Public Works Contractor Licenses Active	3,200	2,900	3,200	3,200
HVAC Licenses Active	4,400	4,400	4,300	6,600
HVAC Permits Issued	4,600	4,900	5,000	8,700
HVAC Inspections Completed	11,700	15,200	16,100	18,500
Public Building Safety Inspections Completed	5,100	5,100	5,300	5,800
Elevator Inspections	1,000	1,200	1,300	1,000
Logging Operations Inspections	900	1,000	1,000	1,000
Logging First-aid Class Attendees	2,100	2,200	2,100	2,100

**Part II – Performance Measures**

Performance Measure		FY 2013	FY 2014	FY 2015	FY 2016	Current Year
<b>Streamline licensing and permitting processes and provide timely customer service</b>						
1. Percentage of permits processed through online application	actual	63%	68%	73%	75%	-----
	benchmark	75%	75%	75%	75%	75%
2. Percentage of inspection requests processed through online application	actual	54%	62%	58%	73%	-----
	benchmark	80%	80%	80%	80%	80%
<b>Maintain and enhance a digital records management program</b>						
3. Percentage of building plans submitted electronically	actual	84%	76%	97%	99%	-----
	benchmark	85%	85%	85%	85%	85%
4. Percentage of Plan Reviews completed within 10 working days	actual	92%	96%	98%	95%	-----
	benchmark	75%	75%	75%	75%	75%
<b>Seek and implement efficiencies, improvements, innovations, and standards in agency programs and services</b>						
5. Percentage of School and Public Building Facilities inspected each year	actual	97%	98%	100%	100%	-----
	benchmark	95%	95%	95%	95%	95%
6. Percentage of Elevators and Escalators with up-to-date inspections	actual	93%	94%	95%	98%	-----
	benchmark	95%	95%	95%	95%	95%

**For More Information Contact**

Kelly Pearce, Administrator  
 Division of Building Safety  
 1090 E. Watertower Street  
 Meridian, ID 83642  
 Phone: (208) 334-3950  
 E-mail: [kelly.pearce@dbs.idaho.gov](mailto:kelly.pearce@dbs.idaho.gov)