

# Request a CTI Course

## Request a CTI Course — in 3 Easy Steps!

Save Your Jurisdiction Money  
Raise Money for Your Chapter

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✓ Select the type of offering your chapter or jurisdiction would like to request.

**OPTION 1 | Requested Course Offering**

**DISCOUNT:** One percent per person (up to 45 people) of the profit refunded.

**CTI PROVIDES:**

- Instructor
- Materials and Handouts
- Presentation
- Marketing
- Maintain AIA & ICC Preferred Provider Attendance Rosters
- Certificates of Attendance

**CHAPTER/JURISDICTION PROVIDES:**

- Minimum of 20 Attendees
- Training Facility
- Equipment
- Attendee Lunch
- Course Moderator

**OPTION 2 | Hosted Course Offering**

**DISCOUNT:** Flat 15% of the profit refunded, regardless of number of students.

**CTI PROVIDES:**

- Instructor
- Materials and Handouts
- Presentation
- Marketing
- Attendee Lunch
- Maintain AIA & ICC Preferred Provider Attendance Rosters
- Certificates of Attendance

**CHAPTER/JURISDICTION PROVIDES:**

- Training Facility
- Equipment
- Course Moderator

**OPTION 3 | Flat Rate Course Offering**

Flat fee of \$2,500 (plus cost of course workbooks - \$15 each) is paid to CALBO. Chapter or Jurisdiction collects all course profits.

**CTI PROVIDES:**

- Instructor
- Materials and Handouts
- Presentation
- Maintain AIA & ICC Preferred Provider Attendance Rosters
- Certificates of Attendance

**CHAPTER/JURISDICTION PROVIDES:**

- Equipment
- Training Facility
- Course Moderator
- Attendee Lunch
- Marketing
- Registration

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Provide the following information.

CONTACT PERSON

CHAPTER / JURISDICTION

ADDRESS

CITY / STATE / ZIP

PHONE

EMAIL

REQUESTED COURSE(S)

REQUESTED DATE(S)


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Email your request to Lauren Herman, CALBO Director of Training and Communications, at [lherman@calbo.org](mailto:lherman@calbo.org).

**CTI Course Offerings Available All Year For Your Jurisdiction**

## 15 Steps to Dangerous Building Enforcement

ICC PP COURSE NO. 16204 | .6 CEUs



All California building departments are mandated to enforce housing and building codes for safe occupancy in existing buildings. In recent years, this has become more and more concerning. It is helpful for all building and code enforcement departments to be familiar with their dangerous building authorities and enforcement procedures, including inspection and documentation responsibilities. This course discusses the steps, principles, and authorities associated with the dangerous building enforcement process, along with the challenges that may be presented by owners and occupants.

## 2019 California Building Code: Significant Changes

ICC PP COURSE NO. 20349 | .6 CEUs

This course is conducted in a workshop format with the instructor and attendees participating in active discussions of the significant non-structural revisions that assist with the transition to the latest California Building Code (CBC). The course highlights those areas that have been revised from the 2016 CBC with other code topics welcomed for discussion; chapter 11A and 11B topics are not covered in-depth. Building officials, architects, designers, engineers, plans examiners, field inspectors, and counter technicians are encouraged to attend. The course is appropriate for experienced and not-so-experienced users of the CBC. All attendees receive a joint CALBO/ICC publication.

**new!**

## 2019 CBC Chapter 11B Accessibility in Public Buildings, Public Accommodations, and Commercial Buildings: History, Use and Updates

ICC PP COURSE NO. 20357 | .6 CEUs

This course provides attendees with a working understanding of the disabled-access provisions contained in the 2019 California Building Code, presenting on selected administrative, scoping and updated technical requirements. Supporting documents (ASTM, ANSI, Guidelines, Best Practices, etc.), tools of the trade, and inspection techniques are explored throughout the course. Local jurisdictional staff (building department, public works, parks and recreations, etc.), architects, designers, contractors, and business owners/managers are encouraged to attend. The course meets the following continuing educational requirements: (1) HSC requirements for building department personnel (2) BPC requirements for CA Licensed Architects (3) AIA CES HSW Learning Units for AIA members (4) Title 21 requirements for Certified Access Specialist (CASp).

**new!**

## 2019 California Energy Code: Residential Submittal Requirements

ICC PP COURSE NO. 20361 | .3 CEUs  
PM Half Day

This course provides an overview of what to expect at permit stage for residential newly constructed buildings, additions, and alterations complying under the 2019 Energy Standards. The course covers the new 2019 requirements, focusing on the applicable compliance forms, how compliance should be articulated on plans, and registration requirements. Compliance via the prescriptive and performance approach is covered, including grid harmonization options, battery storage options, and demand responsive controls. This course provides background on why changes were made to compliance forms and energy measures. The course objective is to simplify verification and enforcement of the 2019 Energy Standards requirements for residential projects during the permit application stage.

**new!**

## 2019 California Energy Code: Nonresidential Submittal Requirements

ICC PP COURSE NO. 20360 | .3 CEUs  
AM Half Day

This course provides an overview of what to expect at permit stage for nonresidential newly constructed buildings, additions, and alterations complying under the 2019 Energy Standards. The course covers the new 2019 requirements, focusing on how compliance is demonstrated using new dynamic compliance forms, how compliance should be articulated on plans, and commissioning requirements. Lighting alterations are addressed in detail, highlighting resources that help clarify the 2019 requirements. This course also provides background on why changes were made to compliance forms and energy measures. The course objective is to simplify verification and enforcement of the 2019 Energy Standards requirements for nonresidential projects during the permit application stage.

**new!**

## 2019 California Nonresidential and Residential Energy Standards: Overview

ICC PP COURSE NO. 19747 | .6 CEUs

This course provides an overview of the updates to the 2019 Energy Standards for newly constructed buildings, as well as additions and alterations to existing buildings. For residential buildings, topics include new photovoltaic system requirements for newly constructed residential buildings, increased requirements for high performance attics and walls, increased indoor air quality requirements, new water heater options, and much more. For nonresidential buildings, topics include increased ventilation and indoor air quality requirements, changes to indoor and outdoor lighting, envelope, space conditioning, factory exhaust systems, and much more. This course provides clear explanations of the new measures and insight about why changes were made. The course objectives are to increase understanding of the updates to the 2019 Energy Standards and to simplify verification and enforcement of the requirements for nonresidential projects during the plan review and field inspection process.

## CTI Course Offerings Available All Year For Your Jurisdiction

### 2019 California Plumbing and Mechanical Code: Significant Changes

ICC PP COURSE NO. 20351 | .6 CEUs

This course is a comprehensive overview of the significant changes in the 2019 California Plumbing and Mechanical Codes. Topics include the basics of Plumbing and Mechanical inspections to ensure compliance with the new code requirements. This course offers participants an opportunity to learn the basics of the Plumbing and Mechanical code by showing how the code is organized, discussing the key concepts, and identifying important provisions and code changes in each chapter.

### 2019 California Residential Code: Significant Changes

ICC PP COURSE NO. 20355 | .6 CEUs

This course examines the significant revisions to the latest California Residential Code (CRC). The course is conducted in a workshop format with the instructor and attendees participating in active discussions of the revisions. The course highlights those areas that have been revised from the 2016 CRC with other code topics always welcomed. Building officials, architects, designers, engineers, plans examiners, field inspectors, and counter technicians are encouraged to attend. All attendees receive a joint CALBO/ICC publication.



### 2019 Means of Egress: Overview

ICC PP COURSE NO. 20352 | .6 CEUs

This course explains basic exiting requirements of the 2019 California Building Code: Chapter 10 as well as the general requirements and explanation of the three part means of egress system. Attendees will learn practical methods of reviewing and inspecting egress systems. Permit technicians, building and fire plan reviewers, inspectors and anyone interested in learning more about egress are encouraged to attend. This course provides clarifications included in the 2019 Code Changes from the California State Fire Marshal's adoption of CBC/CFC Chapter 10 and CC & R Title 19.

### Accessory Structures, Decks, Carports and Patio Covers

ICC PP COURSE NO. 20363 | .6 CEUs

This course focuses on the conventional construction requirements for detached accessory structures, such as garages and sheds, residential decks, carports, and patio structures to ensure compliance with the California Residential Code. The intent of this course is to help building officials, permit technicians, and plans examiners quickly perform a review of these projects at the counter and building inspectors know what to look for in the field to ensure compliance with the code.

### Applying Accessibility Requirements to Alterations

ICC PP COURSE NO. 19748 | .6 CEUs

This course provides an overview of how to apply Chapter 11B to alterations of public accommodations and commercial facilities. The following topics are covered: how the occupancy group affects accessibility, the importance of Chapter 2 definitions, when to use and what are the differences between technical infeasibility and hardship exemptions, when and how to use the state historic building code, ensuring consistency between the project's plans examiner and inspector, scoping and technical requirements of path of travel upgrades. Attendees are encouraged to ask questions and examples are discussed throughout the course.

new!

### From Model Codes to California Code Amendments and Adoption: The Code Development Process Explained

ICC PP COURSE NO. 19750 | .6 CEUs

Building Officials are tasked with the amendment and adoption of the latest California codes for their jurisdiction. What does this mean, why is it important, and how can it be done smoothly and effectively? This course covers everything that you need to know about the code development process and how revisions are incorporated in the International Code Council (ICC) and ultimately the State of California codes. Details are explained about the ICC Code Development Process leading to the publishing of the ICC family of codes and how the State of California uses the ICC codes as a model and amends them to create the suite of California codes. Specifics about the process are explained including: an in-depth examination of how the model codes are developed with directions on submitting proposed code changes and public comments and how the State of California through the California Building Standards Commission amends model codes for its own use. At the end of the course, attendees should be able to effectively participate in code development, understand how to affect revisions to the suite of building codes that are enforced in California, and be ready for the new set of codes that go into effect on January 1, 2020. A workbook is also provided to all attendees to use as a resource.

## How to Begin Social Media for Your Jurisdiction

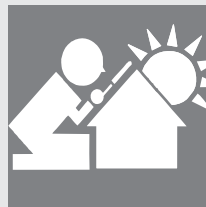
ICC PP COURSE NO. 16660 | .6 CEUs

In addition to ensuring public safety through plan checking, inspections, and code enforcement, public outreach is an equally important task for any building department. In this course, attendees will learn how to leverage social media platforms to establish a digital public outreach strategy, gain community support, and get real-time feedback on the jurisdiction services. Along with gaining a better understanding of online communities, attendees will learn about building their own strategies, establishing an online voice, creating online content, defining target audiences, identifying important trends, and monitoring online posts and responses. Attendees will also explore common social media myths and mistakes to managing social media or platforms to achieve your department's goals, whether it is creating public trust or spotlighting awareness of your department.

## Inspection for Solar Photovoltaic and Energy Storage Systems

ICC PP COURSE NO. 20362 | .6 CEUs

This course covers the elements required to perform field inspections of solar photovoltaic (PV) systems, including observing the structural mounting, fire service access, and electrical aspects needed for a code-compliant installation. Attendees will learn how to confirm that the submitted plans were properly followed and recognize the common field mistakes that installers make with solar PV systems.



A checklist is provided to help guide the inspector through the review process. Attendees will learn specific details on what code-compliant field installations include for residential and small commercial solar PV installations. Energy storage systems (ESS) are also covered as these systems are commonly included with or added to PV systems. As solar PV systems are constantly changing and improving, this course updates enforcement on the latest codes and design trends that impact field installation of this equipment.

## Plan Check for Solar Photovoltaic and Energy Storage Systems

ICC PP COURSE NO. 19749 | .6 CEUs

This course covers the elements required to perform plan check of solar photovoltaic (PV) systems, including structural mounting, fire service access, and electrical aspects needed for a complete plan submittal. Attendees will be able to recognize the key elements necessary for a complete plan submittal for a solar PV system. A set of guidelines are used as a template for these elements. Attendees will learn specific details on what a code-compliant plan includes for residential and small commercial solar PV installations. Energy storage systems (ESS) are also covered as these systems are commonly included with or added to PV systems. As solar PV systems are constantly changing and improving, this course updates enforcement on the latest codes and design trends that impact this dynamic field. ESS are also covered as these systems will be incorporated into many PV systems over the next several years.

## Plan Review of Residential Additions

ICC PP COURSE NO. 20350 | .6 CEUs

This course covers the basic requirements that should be found in a set of plans for a residential room addition. Whether it is a standard room addition, a converted patio enclosure or patio cover, or a garage conversion, this course highlights typical issues and special requirements encountered based on the different types of additions. Attendees will learn how each of the different trades come together in the various room addition types. Attendees will also be asked to consider the existing conditions and how the room addition affects the existing dwelling or structure. Upon completion of the course, attendees will understand the main concepts of what to look for when performing a room addition plan review.

## Housing A to Z: Overview of Various Types of Accessible Housing

ICC PP COURSE NO. 20359 | .6 CEUs

This course provides attendees with an understanding of scoping and unit layout for Chapter 11A adaptable units, 11B unit layout and scoping for public housing, housing at a place of education and social service centers. Attendees will learn and discuss descriptions and real-world examples of the various types of housing that jurisdictions may encounter in plan review and inspection.



Attendees will also learn the basic tenants of housing under Chapter 11A and the Fair Housing Act along with Chapter 11B and the Americans with disabilities as well as historical aspects. After the course, attendees will know what questions are critical to ask at initial plan review and what regulations would apply to a particular project.

## Housing and Community Development and the Local Building Department: Alternative Housing in California

ICC PP COURSE NO. 16247 | .6 CEUs

This interactive course is an overview designed to provide the basic knowledge, tools, and insight of California Department of Housing and Community Development (HCD) programs to identify the nexus that exists between local enforcement agencies and HCD regarding alternative housing in California. As the housing crisis continues across California, local building departments are dealing with new forms of housing. Discussion topics include the following: State Housing Law Program, Title 24 building standards code development, Tiny Homes, Factory-Built Housing/Manufactured Homes, Accessory Dwelling Units, and Emergency Housing. Additional focus is directed toward understanding HCD Mobile Home Parks and Special Occupancy Parks Program. Attendees will also learn about the distinction between the role of local enforcement and the responsibilities of HCD in housing development in California.

## CTI Course Offerings Available All Year For Your Jurisdiction

### Practical Code Enforcement for Building Officials

ICC PP COURSE NO. 20354 | .6 CEUs

This updated course covers practical applications for the enforcement of state and local codes. Topics covered include the proper type of forms necessary and how/when to use them, effective enforcement strategies using both administrative and criminal processes, working with outside entities, such as your agency attorney, police/fire officials and California State Licensing Board (CSLB), and how to structure appeal processes related to code enforcement actions. Updates include information on state laws effecting building permitting and the ever-evolving area of marijuana regulation. This course is ideal for anyone who administers a building code or nuisance code program, enforcement officers or officials, administrative staff working in support of building department operations, and building inspectors who want to know when and how to “get tough” on violators.

### Safety Assessment Program: Evaluator and Coordinator Training

ICC PP COURSE NO. 1495 | .6 CEUs

The primary focus of this course is to train building inspectors, architects, and civil engineers to perform field evaluations of buildings and other infrastructure for damage along with how to rate the safety significance of that damage. This course is also intended to prepare SAP inspectors for disaster assessment and the required documentation. This training is approved by the Federal Department of Homeland Security for homeland security grant funding and provides local governmental representatives with information on how to estimate the local needs for evaluators and other resources that may be needed in response to a local event, how to request the needed resources, how to effectively manage those resources, and how to manage the information gathered by those resources. Course materials are prepared by the Governor's Office of Emergency Services (Cal OES).

new!

### Simplified Structural Plan Review

ICC PP COURSE NO. 20364 | .6 CEUs

This course provides a step-by-step approach for performing a structural plan review to ensure that projects conform to the structural requirements of the California Building Code and California Residential Code. The review process provided is strictly for residential to moderately-sized commercial projects, as larger projects may require a more extensive structural review. The course does not teach how to perform structural calculations; rather, it explains how to verify the project's design assumptions and overall compliance with the adopted code and their referenced standards. Examples are discussed in addition to sample plan review comments.

### State Laws Enforced by Building Departments

ICC PP COURSE NO. 20356 | .6 CEUs

This course features a completely new and updated resource publication, State Laws Enforced by Building Departments, distributed by CALBO focusing on state codes used in the daily work of building departments. It seeks to provide a better understanding of how state laws are crafted and where to look for state statutes that affect how and why we do much of our work. Focus remains on the Health and Safety Code, Government Code, Business and Professions Code and several other state codes that building departments have responsibilities with. Recent amendments to state law, laws that have been a challenge to implement and enforce, and how to better enforce to ensure compliance are course discussion topics as well.

new!

### The Essentials for Permit Technicians

ICC PP COURSE NO. 20353 | .6 CEUs

This course is intended for permit technicians of all levels, senior inspectors aspiring to be building officials, entry-level building inspectors who want to understand building department operations, and design professionals looking to better understand the challenges of the building department staff. This course provides essential information in the areas of code administration and history, legal aspects, customer service, basic plan review, inspection process, zoning requirements, permit fee calculations, basic occupancy and construction types, basic means of egress, and dealing with difficult customers.

new!

### Understanding Access Law in California: Accessibility, Statutory Case Law and Code Enforcement for Existing Public Accommodations

ICC PP COURSE NO. 20318 | .6 CEUs

This course is designed for public works engineers, building officials, senior plan reviewers, and senior inspectors. It presents the structure of law and application with respect to access standards for projects built with private and public funds. Attendees will learn the following: the hierarchy and relationship of constitutional, statutory and regulatory laws associated with accessibility; how access civil rights law, statutory law and case law relate to construction standards, permit processing and code enforcement in California. It is designed as an informational aid, not a legal requirement, to assist public officials in the administration of state and local public policy.

### Wildland-Urban Interface

ICC PP COURSE NO. 16250 | .6 CEUs

The collaboration between fire and building departments has always been essential; this was proven with the recent wildland fires throughout California. In this course, special



focus is given to California's Wildland-Urban Interface (WUI) Codes and its development process. Case studies are reviewed and analyzed in the course discussion as well. This course

assists in exploring resources and essential information to help building departments prepare for and respond to the effects of fires in Wildland-Urban Interface.