



Beehive Chapter ICC

This newsletter is a monthly publication of the Beehive Chapter of the International Code Council (ICC).

Articles or advertisements appearing herein may be submitted by anyone interested in expressing a viewpoint to the Beehive Chapter membership.

Articles may be submitted to:
Chris Kimball, Editor
chris@kimballeng.com;
(801) 547-8133



Come join us at our Annual Spring Training from April 20th to the 22nd at the Utah Valley Convention Center!

IN THIS ISSUE

Message from the Board	p 1
Conformity Corner	p 2
Inspector Spotlight	p 3
Calendrre Items	p 4
ICC Voter Validation	p 5
Membership Renewals	p 6
Annual Spring Training	<i>attached</i>

MARCH PROGRAM

Decking & Flashing for Decks

By: Matt McClure, Duradek Coordinator: Cedar Hills

March 18, 2015
Time: 12:00P.M.
Orem City Council Chambers
56 North State Street
Orem, UT 84057

*No Meeting in April:
Annual Spring Training
April 20th, 21st, and 22nd.*

MESSAGE FROM THE BOARD



Chris Kimball
Chapter 1st Vice President

This past week ICC released a report entitled ["Raising the Profile, Filling the Gaps: Report from a Town Hall Meeting on the Future of Code Officials"](#). The report is quite eye-opening as it suggests that as many as eighty percent of existing code professionals will retire within the next fifteen years, with roughly thirty percent retiring within the next five years.

More than 4,000 code professionals were surveyed as part of the study. ICC President, Guy Tomberlin, stated "We must act now to bring the next generation of code officials into our vocation or risk a serious impact on public safety and the quality of building department staffing".

I would suggest that everyone take the time to read through the report and see what suggestions they could incorporate within their own jurisdictions. There are several recommendations that are given for developing talent and educating both the public and our own jurisdictions on the importance of having qualified and trained code professionals.

While the study that was performed by ICC was conducted on a national level we all are aware that this is a serious issue in Utah as well.

(Continued on Next Page)

MESSAGE FROM THE BOARD – continued by Chris Kimball, 1st Vice President

This past Tuesday many of you should have received an email to participate in the “Utah Building Inspector Survey”. At this point there have already been 187 respondents and we are hoping that everyone who is able will participate in this survey.

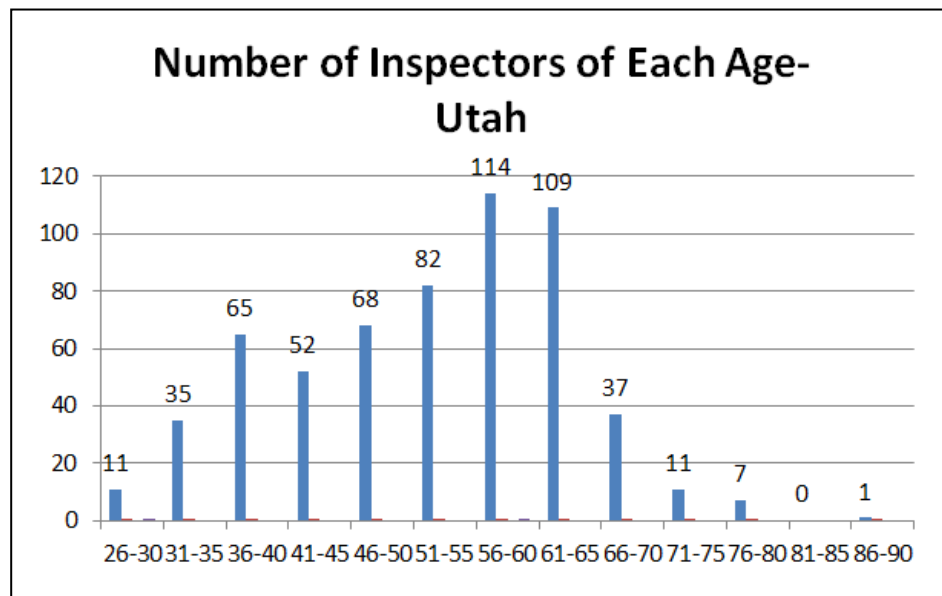
This survey is being put together by George Williams of our office and Brigham Young University. It is being performed as part of George’s Master’s Thesis in Construction Management. In the coming months George will be submitting more and more information to the local ICC Chapters in regards to his findings through the monthly newsletters, including a final report that will provide a snapshot of our industry.

The chart below shows the age distribution for licensed inspector in our state. As can be clearly seen, the vast majority of state-licensed inspectors are over the age of fifty.

Please do all you can to develop new talent for our profession and educate both the public and your jurisdiction on the importance of have skilled and educated code professionals. I am grateful for organizations such as the Beehive Chapter that help each of us to improve our own code knowledge as well as to help improve the knowledge of our staff.

Sincerely,

Chris Kimball, PE, SE, CBO

**CONFORMITY CORNER** by Kent Partridge, Chapter President**Inspection Requests**

How many jurisdictions give times inspections, A.M. or P.M., or no times at all?

If a contractor fails to be ready for an inspection, do you charge a re-inspection fee?

We will discuss these items at our Chapter meeting on March 18th.



INSPECTOR PROFILE



My name is **Brody Lambert** and I have worked for the City of Spanish Fork in the Water and Public Utilities Departments for the last ten years. I became the new building inspector for the City in June of 2014.

I grew up in Spanish Fork and have lived there most of my adult life. After serving an LDS mission in the Tacoma Washington area, I attended Snow College, where I graduated in 2001. I finished my bachelor's degree in Business through the Utah State University distance education site in Nephi, graduating in 2009. While growing up and attending school, I worked for the U.S. Forest Service, worked on the farm for my Grandfather, and performed framing or electrical work for various contractors.

I married a gal from Moroni in 2002, and yes, my in-laws raise turkeys! My wife is also an alumni of Snow and USU, she just attended different years than I did. She works at Zion's bank and manages their AG portfolios.

We have three girls, ages 10, 8, 4, and one boy, age 18 months. I am addicted to hunting, camping, riding ATV's, spending time with my family, boy scouts and church activities. I love being outdoors and spending time on the farm.

I have really been enjoying my new job and the challenges it brings. I love being able to learn new things each day. It has been a perfect fit for me in my career!



by Brody Lambert & Greg Anderson

CALENDAR ITEMS

march

2015

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT/SUN
23 February	24	25	26	27	28/1 March
2	3	4	5	6	7/8 3/8: Daylight Savings Time Starts
9	10 Bonneville Chapter – Monthly Meeting	11	12	13	14/15
16 Utah Chapter – Permit Tech Seminar	17 St. Patrick's Day Utah Chapter – Permit Tech Seminar	18 Beehive Meeting (Orem) IAEI – Full Day (West Jordan) UAPMO – Full Day (Richfield)	19 IAEI – 1 & 2 Family Dwellings (Orem)	20	21/22
23	24	25	26	27	28/29
30	31	1 April	2	3	4/5

april

2015

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT/SUN
30 March	31	1 April	2	3	4/5 4/5: Easter Sunday
6	7	8 IAEI - Signs	9	10	11/12
13 Thomas Jefferson's Birthday	14 Bonneville Chapter – Monthly Meeting	15 Tax Day	16	17	18/19
20 Beehive Spring Training – Utah Valley Convention Center	21 Beehive Spring Training – Utah Valley Convention Center	22 Beehive Spring Training – Utah Valley Convention Center Administrative Professional's Day	23	24	25/26
27	28	29	30	1 May	2/3
4	5	6	7	8	9/10

ICC Voter Validation Process FAQs

The following information was taken from the ICC website to help clarify the electronic voting process that follows the Committee Action Hearings that will be held in Memphis, TN in April in addition to the Public Comment Hearings that will be held in Long Beach, CA in September of this year.

Why do we have an updated Voter Validation process?

- The Board of Directors instituted this new Electronic Voter Validation System to further enhance the code development process.
- This online tool documents additional information about Governmental Member Voting Representatives ("GMVRs") in order to address concerns that have been raised about eligibility at recent hearings.
- Collecting more information about GMVRs:
 - Enhances public confidence that only eligible voters are voting.
 - Expedites the voter validation process.
 - Enables ICC to more readily resolve eligibility questions that are raised by stakeholders

How does the Electronic Voter Validation System work?

- ICC has developed a new online tool that is a user friendly way to designate voters.
- Primary Representatives can visit our website at www.iccsafe.org/EVDS to log in and access this new form. Access to the form closes after the designation deadline each year and reopens each January 1.
- The Primary Representative then fills out a short online questionnaire about each individual a Governmental Member would like to designate as a GMVR for this year's code development cycle and Annual Business Meeting.
- ICC then reviews the information and will either validate the individual to serve as a GMVR at this year's Annual Business Meeting and/or Public Comment Hearing, or contact the Primary Representative for further information.

Who needs to use the new Electronic Voter Validation System?

Every Governmental Member that intends to have GMVRs validated in time to vote in this year's code development cycle and at this year's Annual Business Meeting must use this online tool to

designate the Member's voting representatives, even those GMVRs who have voted in the past.

When can GMVR vote during the 2015 Code Development Cycle?

The voting opportunities that will occur during this year's code development cycle for properly validated GMVR include...

- i. the online voting for the Assembly Floor Motion following the Committee Action Hearing (via cdpACCESS™),
- ii. in person voting at the Public Comment Hearing, and
- iii. the online voting for the Governmental Consensus Vote that follows the Public Comment Hearing (via cdpACCESS).

What is the deadline to validate GMVR for eligibility to vote at the Online Assembly Floor Motion?

The online questionnaire must be completed by the Primary Representative by March 20, 2015 for GMVR to be eligible to vote at this year's Online Assembly Floor Motion Vote.

What is the deadline to validate GMVR for eligibility to vote at the Annual Business Meeting, Public Comment Hearing and Online Governmental Consensus Vote?

The online questionnaire must be completed by the Primary Representative by August 31, 2015 for GMVR to be eligible to vote at this year's Annual Business Meeting, Public Comment Hearing and Online Governmental Consensus Vote.

If a GMVR has been properly validated for the Online Assembly Floor Motion Vote, does the Primary Representative need to re-validate the GMVR for the Annual Business Meeting, Public Comment Hearing and Online Governmental Consensus Vote?

No. Only one online questionnaire must be completed each calendar year, unless there are updates or changes to be made.

(Continued on Next Page)

ICC VOTER VALIDATION PROCESS – *continued***What is the deadline for becoming an ICC Governmental Member eligible to participate in the Code Development Cycle and Annual Business Meeting?**

Deadline to join as a new or reinstate an expired Governmental Member to be eligible to participate in this year's code development cycle and Annual Business meeting is March 20, 2015.

Contact Member Services via members@iccsafe.org for more information about Member benefits.

Who has access to the new system?

Only Primary Representatives have access to the new system in order to ensure that the Primary Representative has the sole responsibility for the information provided.

Does a Governmental Member need to revalidate GMVRs every year?

- Yes, one online questionnaire must be completed per calendar year, subject to the deadlines referenced above.
- The process is simple: If there are no changes to a GMVR's status, the Primary Representative may simply confirm all information remains the same and recertify that individual. If changes to a GMVR, or to an existing GMVR's job title or job description, the Primary Representative must edit the information previously submitted, in which case ICC will review the information and either validate the individual to vote or contact the Primary Representative for further information.

Whom may I contact if I have questions?

Member Services staff are available to help at members@iccsafe.org or at 888-ICC-SAFE (888-422-7233) x33804.

MEMBERSHIP RENEWALS

It is that time of the year again... Time to renew our membership to the Beehive Chapter! We have tried to make this as easy as possible. Simply go to the following website, fill out your information, and either pay with a credit card or note that you will be paying by check.

<https://adobeformscentral.com/?f=z3oMvjNj01S9ET4UDWJEXw>

You will also need to note your "Membership Type". Just so we are clear, based upon our existing By-laws, there are the following types of memberships...

- Governmental Primary Member - \$50.00
- Governmental Associate Member - \$35.00
- Corporate/Industry Member - \$50.00
- Professional Member - \$50.00
- Educational Member (i.e. Student) - \$25.00
- Life-Time Member - \$0.00

While this newsletter goes out to all Chapter members, please share this with anyone you feel would be interested in joining the Beehive Chapter. We have some exciting things planned for the coming year, including our annual conference in April at the Utah Convention Center.

Beehive Chapter of ICC



Annual Spring Training

April 20-22, 2015

**Utah Valley Convention Center
220 W. Center Street
Provo, Utah 84601**



Partial funding for this conference has been provided by the Utah Division of Occupational & Professional Licensing (DOPL) from the 1% surcharge funds on all building permits.



Welcome

Dear Beehive Chapter Members, Associates, and Friends:

The Beehive Chapter Board would like to extend an invitation to each of you to join us at our Annual Beehive Chapter Education and Training Conference. The Board has worked hard to put together a great conference this year. We have selected the Utah Valley Convention Center for the site of the conference. As many of you know, the Convention Center is a beautiful, state of the art facility with a professional staff that is committed to making our conference the best ever. Some of the Conference Center amenities include spacious and well-equipped classrooms, easy-access vendor locations, convenient, free parking and free Wi-Fi. (Lunch and breaks are included when registering for the conference.)

We have selected experienced, qualified instructors that will teach a variety of subjects, facilitating the opportunity to earn our needed CEU's. We welcome you and look forward to seeing you at this year's Beehive Chapter Annual Education and Training Conference.

Kent L. Partridge

Beehive Chapter President

About our Annual Spring Training

- ❑ The conference will be held on the third floor of the Utah Valley Convention Center located at 220 W. Center Street.
- ❑ Registration will begin at 7:30 A.M. each day with classes will begin promptly at 8:00 A.M.
- ❑ Learn from both national and local experts on several topics related to the State of Utah adopted codes.
- ❑ Lunch will be provided each day along refreshments during breaks.
- ❑ Partial funding for this conference has been provided by the Division of Occupational & Professional Licensing (DOPL) from the 1% surcharge funds from all building permits.

ICC Preferred Provider

The Beehive Chapter has recently been approved as an ICC Preferred Provider. As such, all attendees will be able to obtain preferred provider continuing education credits towards the renewal of ICC certifications.



Registration

Registration for this year's conference must be completed online. The links below allow you to either pay using a check or to pay online using a credit card. Please be aware that you must register **each** participant separately. The cost for registration is \$80.00 per day or \$200.00 for all three days. Fee includes classes, associated handouts, catered lunch, and two breaks each day.

Registration Link:

<https://adobeformscentral.com/?f=pLjHkB2u8mAqIoX6v3bwOw>

Please be aware that you will need to input the class numbers you are planning on attending (see the schedule in the middle of this packet). If you wish to obtain continuing education credits you will also need to input your state license information on the registration page.

If paying by check, after registering online, please make your check payable to the **Beehive Chapter** and mail your registration to...

Beehive Chapter Registration
Attn: Paul Ashton, Treasurer
56 North State Street
Orem, Utah 84057

For questions please email Paul Ashton at paul@beehiveicc.org.

Utah Valley Convention Center

The Conference will be held on the third floor of the Utah Valley Convention Center located at 220 West Center Street in Provo, Utah. Free parking is located behind the conference center as shown in the picture at the bottom of this page. Please see below for driving directions to the conference center.

From Salt Lake

- ❑ Take Interstate I-15 South
- ❑ Take Center Street (Exit 265) toward Provo, and stay straight to go onto Center Street.
- ❑ The Convention Center will be on the left.

From St. George

- ❑ Take Interstate I-15 North toward Salt Lake
- ❑ Take Center Street (Exit 265) toward Provo, and stay straight to go onto Center Street.
- ❑ The Convention Center will be on the left.



Course Descriptions – Day 1

2014 NEC Update (By: Ryan Jackson)

There were over 5,000 proposals and 3,000 public comments submitted to create the over 500 changes in the 2014 edition of the National Electrical Code. Join Ryan Jackson as he explains the most important of these changes. This class will focus primarily on Chapters one through four of the NEC, which cover all installations. Chapters five through nine will be discussed briefly, as they relate to specialized installations.

2012 IBC: Fire-Resistance-Rated Construction (By: Jay Woodward)

This seminar deals with the application of IBC Chapter 7 related to the construction and protection of fire-rated assemblies. The morning session will focus on the fire-rated wall requirements while the afternoon will focus on the horizontal assembly requirements. Topics include the five types of walls and their differences, continuity, marking and identification, protection requirements for penetrations, joint systems, ducts and air transfer openings, door and window openings, etc.

2012 IRC: COMMON STRUCTURAL ISSUES (By: Chris Kimball)

The majority of this seminar is spent reviewing specific residential construction and framing errors identified by licensed structural engineers in the Western United States and the Engineered Wood Association (APA). The lateral load path will be discussed in detail as well as common site conditions that should be reviewed for each project. Handouts will be provided that will assist both inspectors and contractors to check common structural errors such as overdriven fasteners, excess notches or holes, misplaced holdowns, etc.

PERMIT TECHNICIAN COURSE (By: Tamara Beardall)

This is a half-day course geared toward permit technicians and office staff who work in building permit departments. Some of the topics that will be discussed includes: (1) How can I act as a liaison between builders/owners and City personnel and keep everyone happy? (2) What should be my role as a permit technician and what keeps me from fulfilling that role? (3) How to handle difficult customers. (4) Open discussion on problems you have encountered.

VERBAL DEFENSE & INFLUENCE (By: Joanne Glantz-Mahannah)

This training program teaches people how to respond in an effective manner during stressful interactions- instead of impulsively reacting. The material teaches communication even in the absence of stress, by improving an individual's interpersonal and persuasion skills, self-confidence in dealing with others and giving us the ability to maintain emotional and physical safety.

Course Descriptions – Day 2

2012 IBC: SPECIAL INSPECTIONS (By: Greg Anderson)

This course will discuss the many changes to the special inspection requirements in the 2012 IBC. The presentation includes the code revisions, deletions, and complete reference renumbering changes.

2012 IBC: MEANS OF EGRESS (By: Jay Woodward)

The goal of this course is to provide an overview of the fundamental means of egress requirements in the 2012 International Building Code. The reader will be presented with specific problems related to means of egress and will be asked to solve each problem using a set of plans for a four story college classroom/office building. Each attendee will receive a copy of the ICC “2012 IBC Means of Egress” workbook.

2012 IRC: ACCESSORY BUILDINGS & DECKS (By: Chris Kimball)

This seminar will focus on the conventional construction requirements for detached accessory buildings (i.e. garages, sheds, etc.) and residential decks complying with the requirements of the International Residential Code. The intent is to help building departments to know how to quickly perform a review of these projects at the counter while also helping inspectors and contractors to know what to look for in the field.

2012 IRC/IBC: CARPORTS & PATIO COVERS (By: Chris Kimball)

This seminar will focus on both the construction requirements of the IRC and IBC for detached and attached carports and patio covers. Specific requirements for wood, steel, and light gage steel will be addressed. Common problems will be discussed and enforcement recommendations provided. The intent is to help building departments to know how to quickly perform a review of these projects at the counter while also helping inspectors and contractors to know what to look for in the field.

2012 IFC: FIRE PLAN REVIEW (By: Scott Adams)

This presentation will outline the sections in the 2012 International Fire Code (IFC) needed to review drawings for new site developments, commercial buildings and other types of occupancies that need to be in compliance with the IFC. It will address documentation and record keeping, occupancy classifications, means of egress, fire apparatus access road requirements, fire protection water supplies, fire hydrant distribution, when fire protection systems are required and other vital topics the fire plan reviewer should know.

Instructors *(continued)*



Scott Adams currently serves as the Assistant Fire Chief for the Park City Fire Service District and has a bachelor's degree in Fire Protection Engineering. Chief Adams currently serves on the ICC Fire Service Membership Council, ICC Western Regional Fire Code Action Committee, Technical Committee member on the NFPA-1 Fire Prevention Code, NFPA-101 Life Safety Assembly Occupancy Committee and NFPA Fire Test Committee. He is ICC certified as a Fire Inspector II and Building Plans Examiner.



Chris Kimball, SE, PE, CBO is the regional manager for Kimball Engineering. He is a licensed structural engineer, and is an ICC certified building official, plans examiner and inspector. He has performed plan reviews for thousands of projects throughout Utah, Wyoming, Nevada, California, Arizona, and Texas. In addition, Chris has provided numerous training classes to help design professionals, building officials, and contractors alike to understand the requirements of the adopted building codes.



Greg Anderson is Vice President of Operations at Earthtec Engineering. He has more than 35 years of experience in the geotechnical engineering/special inspection and testing industry. Greg's experience spans five different states where he has worked closely with numerous building officials and some of the most stringent government jurisdictions.



Robert Church is the current Director of the Utah Prosecution Council (UPC). He and his staff are responsible for the legal training of all the prosecutors in the state. He provides 8-10 major conferences a year as well as conducts regional training across the state. Prior to that, Bob was a prosecutor for the City of Orem for almost 18 years. In addition to the criminal cases he prosecuted, he handled all the code enforcement cases as well as worked closely with the building department. He has taught several ICC classes on the legal aspects of the code.



Jay Woodward is a senior staff architect with ICC. He currently serves as the Secretariat for the ICC A117.1 standard committee and has previously served on ICC's Energy Conservation Code and Fire Safety Code Development committees. With more than 25 years of experience in building design, construction, code enforcement and instruction, Jay's experience provides him with the ability to communicate effectively on issues of code application and design for code enforcement personnel as well as architects and designers.

Instructors



Ryan Jackson is an ICC certified combination inspector. At the age of 23 Ryan landed his first job as an electrical inspector, and subsequently became certified in building, plumbing, and mechanical inspection (commercial and residential), as well as building and electrical plan review. He is a nationally recognized electrical code expert, instructor, and author. He has been involved in writing and editing books on the National Electrical Code, and has taught the subject in multiple states and for multiple colleges and universities.



Tamara Beardall has worked for Orem City in the Building Safety Division for 22 years. She started as a permit technician working closely with inspectors to schedule and track inspections and calculated residential building permit fees. In addition, she now performs simple plan reviews, calculates fees for all buildings permits in Orem and works to ensure that all parts of the plan review and inspection process is handled efficiently. Prior to her employment with Orem City, she worked as bookkeeper/estimator for a builder who also had a retail outlet for home furnishings.



Joanne Glantz-Mahannah has worked in the insurance industry her entire career. In her various roles as a loss control Specialist and then as Education Manager for URMMA, Joanne created and presented topics on anti-harassment and bullying, communication skills for supervisors, professional presence for young employees and customer service. Joanne trains both law enforcement and any non-law enforcement employees that may have to deal with confrontational customers, citizens or co-workers.



Brent Taylor has been in the plumbing industry for over 43 years. He became a Journeyman plumber in 1975 and later owned and operated his own company for 25 years until he became a plumbing inspector for Provo City. He has worked for Provo City for 10 years and also concurrently taught Plumbing in the Apprenticeship program for the last 22 years in Utah's Happy Valley. He is well versed in the code and has a wealth of experience.

Course Descriptions – Day 3

2015 IPC: UPCOMING CHANGES *(By: Brent Taylor)*

This course will cover several of the upcoming changes with the adoption of the 2015 IPC. We will cover the changes to water heaters that will take effect on April 6th 2015, in addition to Gray Water Recycling Systems as covered in Chapter 13 and water and drainage pipe sizing.

LEGAL ASPECTS OF CODE ADMINISTRATION *(By: Robert Church)*

This course provides code officials with guidelines for administering the legal aspects of codes with regard to enforcement, prosecution, and maintenance. In this course participants will discuss historical consequences of ignoring the regulation of building construction and materials, and learn how to interpret and apply to local government the state and federal legislative laws pertaining to the administration and enforcement of a building code.

2012 IRC: COMPLETE PLAN REVIEW *(By: Chris Kimball)*

This seminar will discuss how to perform a residential plan review ensuring compliance with the International Residential Code. Topics that will be discussed include administration, design criteria, foundations, floor construction, roof construction, wall construction, braced wall provisions, wall coverings, roofing, chimneys, mechanical, plumbing, electrical, energy, etc. The seminar does not teach how to design a single-family residence, but rather explains how to verify the project's design assumptions and overall compliance with the IRC.

2012 IFC: SPECIAL TOPICS *(By: Scott Adams)*

This course will address numerous topics of interest to fire marshals and fire inspectors. The morning will be spent discussing the use of anti-freeze solutions and other alternatives to freeze protection including the specific requirements for retrofits, additions, existing installations and the maintenance and testing requirements. The afternoon session will be an open forum addressing current topics in the fire and life safety field along with a discussion of the major changes in the 2015 IFC.

Sponsors/Vendors

This year's conference will have more vendors than ever! Please remember that these vendors pay to be there and help sponsor our conference and keep our fees down. Please stop by their booths and learn about their products and services. Attendees that are able to visit with each sponsor will be entered into a drawing for prizes on the last day of the conference.

BEEHIVE CHAPTER OF ICC
 ANNUAL SPRING TRAINING
 UTAH VALLEY CONVENTION CENTER – PROVO, UT
 APRIL 20-22, 2015

MONDAY, APRIL 20	TUESDAY, APRIL 21	WEDNESDAY, APRIL 22
Class #1 2014 NEC Update <i>Ryan Jackson</i>	Class #5 2012 IBC: Special Inspections <i>Greg Anderson</i>	Class #9 2015 IPC: Upcoming Changes <i>Brent Taylor</i>
Class #2 2012 IBC: Fire-Resistance-Rated Construction <i>Jay Woodward</i>	Class #6 2012 IBC: Means of Egress <i>Jay Woodward</i>	Class #10 Legal Aspects of Code Administration <i>Robert Church</i>
Class #3 2012 IRC: Common Structural Issues <i>Chris Kimball</i>	Class #7a Accessory Buildings & Decks <i>Chris Kimball</i>	Class #11 2012 IRC: Complete Plan Review <i>Chris Kimball</i>
	Class #7b Carports & Patio Covers <i>Chris Kimball</i>	
Class #4a Permit Technician Course <i>Tamara Beardall</i>	Class #8 2012 IFC: Fire Plan Review <i>Scott Adams</i>	Class #12 2012 IFC: Special Topics <i>Scott Adams</i>
Class #4b Verbal Defense & Influence <i>Joanne Glantz-Mahannah</i>		

***C.E.U. CERTIFICATES AWARDED FOR ALL CLASSES ***

Persons requiring assistance due to disabilities, please contact Gary Pugmire at (801) 244-7430 by April 10, 2015 so proper accommodations can be made.

Daily Schedule → Registration: 7:30 A.M.; AM Classes: 8:00-Noon; Lunch: Noon-1:00 P.M.; PM Classes: 1:00-5:00 P.M.; Breaks: 10:00 A.M. & 3:00 P.M.