



# LOS ANGELES BASIN CHAPTER

## INTERNATIONAL CODE COUNCIL

Established 1957  
[www.icclabc.org](http://www.icclabc.org)

P.O. Box 1099  
 Alhambra, CA 91802  
 @LABC\_ICC



2018

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## ADMINISTRATION COMMITTEE MEETING MINUTES

**FEBRUARY 28, 2018, WEDNESDAY, 3:00PM-5:00PM**

Online Web Conference Meeting: [Start Your Meeting](#)

Audio Number: **408-792-6300**

Meeting Number (Access Code): **808 156 386**

### 1.0 CALL TO ORDER

Meeting called to order at approximately 3:10 pm.

Committee Member	Jurisdiction/Chapter/Company	Present
Amir Hamidzadeh	Agoura Hills	
Ben Galan	West Hollywood	
Eugene Barbeau	Los Angeles	X
Gregory Bowser	Long Beach	X
Jonathan Lam	Los Angeles County	
Jesse De Anda (Board Liaison)	Beverly Hills	X
Ron Takiguchi	Burbank	
Truong Huynh (Chair)	Long Beach	X
Victor Cuevas	Los Angeles	
Interested Parties	Jurisdiction/Chapter/Company	Present
Ali Fattah	San Diego	X
Adria Reinertson	Moreno Valley	
Crystal Sujeski	OSFM	X
Dennis Richardson	AWC	
Emily Withers	HCD	
Greg Andersen	OSFM	X
Homer Maiel	Tri-Chapters	
Jay Hyde	SVABO	
John Taecker	UL	
John Westfall	HCD	
Jonathan Cook	OSHPD	X
Kevin Reinertson	Riverside County	X
Kevin Scott	KH Scott & Associate LLC	
Susan Dowty	ICC	X

### 2.0 APPROVAL OF PREVIOUS MINUTES





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2.1 Review and approve meeting minutes for February 14, 2018. Motion by Jesse. Second by Kevin. Unanimously approved. Meeting minutes for December 20, 2017 deferred until the next meeting.

3.0 COMMUNICATION

3.1 Format of Meeting Agenda/Minutes. Truong indicated that company logos will be located on future documents as part of overall effort by the LABC Board of Directors.

3.2 WebEx Hyperlink to Online Web Conference. Truong indicated that he will be embedding the hyperlink to the online webex conference meeting in the standard email notification, meeting agenda and the calendar meeting invite to make it easier for members to launch the online conference meeting.

3.3 Website Update. The Chapter is in the middle of updating it's website so there may be a slight delay in uploading any of the documents this committee produces, including the online shared excel file for code coordination.

3.4 Chapter Meeting. Jesse indicated that the March 8<sup>th</sup> chapter meeting location is changing from the PW Alhambra building to Luminaires.

4.0 NEW BUSINESS

4.1 Triennial Code Adoption for 2019 California Building Standards Code.

Discussion Point(s):

- Truong indicated that in future meetings we should consider taking up the triennial code adoption process and reviewing what the various state agencies are proposing for the 2019 CA codes as well as starting the update of the LARUCP document.
- Ali recommended that members should pay attention to the proposals by the various state agencies with some emphasis on the CEBC due to reformatting and other concerns.

5.0 EXISTING BUSINESS

5.1 Electronic Plan Submittal and Review. **[TO BE DISCUSSED ON 3/7]**

Discussion Point(s):

- Develop draft guideline for best practices.

Action Item(s):





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- Send draft document to committee members to review and comment. [JESSE] [DONE]
- Members to provide comments back to Jesse by 3/7. [ALL] [PENDING]

5.2 Intermodal Shipping Container Repurposed as Buildings or Structures. [TO BE DISCUSSED ON 3/7]

Discussion Point(s):

- Develop draft guideline or bulletin for best practices.

Action Item(s):

- None at this time.

5.3 ICC Code Development Cycle for the 2021 I-Codes – CAH Group A.

Discussion Point(s):

- Attendance at CAH – April 15 to 23. Additional names were added to the schedule for attendance at the hearing.
- Outreach to Organizations, Chapters, Committees or Jurisdictions. Truong discussed outreach effort to ICC Region 1, SFPE and Ron B.
- Update on Online Shared Excel File. The criteria for “consensus” was discussed. No objects received. This will be the criteria going forward to determine how code change proposals are presented to the members. Kevin recommended combining the excel tab sheet for the IFC and IWUIC into one.
- Work Schedule. The tentative work schedule for the following group was discussed: Eugene for LABC Fire-Life Safety committee, Gregory for the LABC Structural committee, Kevin for the FPO, and Ali for SD and the SD Chapter. Susan indicated that about 1,300 code change proposals were submitted with a rough breakdown in the following area: 175 for IWUIC, 350 for IFC, 150 for the IBC-E, 135 for IBC-G, 11 for PMG, and 11 for IZC.
- Discuss Code Change Proposals. ICC has not yet released the code change proposals. No discussion.
- Voter Registration. Truong summarized information he received on the general make-up of voters in 2017. About 11% of total registered voters were in CA. This may not be reflective for 2018 as 2017 was a non-code adoption year.

Action Item(s):

- Update shared online excel file for purpose of capturing code change proposal recommendation by various participating groups for the upcoming CAH. [TRUONG] [ON-GOING]
- Provide feedback on any proposed changes to the shared online excel file by 2/28. [ALL] [DONE]





- Develop message and promotional material to disseminate to the membership, get copy of material from ICC Region 1. [JESSE] [PENDING]
- Send draft copy of code coordination message to committee members for their use with the groups that they represent. [TRUONG] [DONE]
- Reach out to Region 1 to coordinate effort. [TRUONG] [DONE]
- Reach out to SFPE to coordinate effort. [TRUONG] [ONGOING]
- Reach out to Ron B. to coordinate effort. [TRUONG] [ONGOING]
- Submit code change proposals, if any, to Truong for dissemination to the rest of the members. [ALL] [ONGOING]

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**6.0 ESTABLISH NEXT MEETING**

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6.1 The tentative schedule for future meetings are noted below, including the method to access the online web conference meeting, audio call-in number, and meeting number (access code).

Audio Call-in Number: 408-792-6300

<u>Date</u>	<u>Time</u>	<u>Meeting Number</u>	<u>Weblink</u>
03-07-18	3:00-5:00	807 881 562	<a href="#">Start Your Meeting</a>
03-14-18	3:00-5:00	808 816 369	<a href="#">Start Your Meeting</a>
03-21-18	3:00-5:00	803 035 496	<a href="#">Start Your Meeting</a>
03-28-18	3:00-5:00	804 707 980	<a href="#">Start Your Meeting</a>
04-04-18	3:00-5:00	809 366 510	<a href="#">Start Your Meeting</a>
04-11-18	3:00-5:00	TBD	
05-09-18	3:00-5:00	TBD	
05-23-18	3:00-5:00	TBD	
06-27-18	3:00-5:00	TBD	
07-25-18	3:00-5:00	TBD	
08-22-18	3:00-5:00	TBD	
09-05-18	3:00-5:00	TBD	
09-12-18	3:00-5:00	TBD	
09-19-18	3:00-5:00	TBD	
09-26-18	3:00-5:00	TBD	
10-03-18	3:00-5:00	TBD	
10-10-18	3:00-5:00	TBD	
10-17-18	3:00-5:00	TBD	
11-14-18	3:00-5:00	TBD	
11-28-18	3:00-5:00	TBD	
12-12-18	3:00-5:00	TBD	

**7.0 ADJOURNMENT**

Meeting adjourned at approximately 4:20 Pm.

