



# 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



### ADMINISTRATION COMMITTEE MEETING MINUTES

**JULY 25, 2018, WEDNESDAY, 3:00PM-5:00PM**  
 Online Web Conference Meeting

2018

#### 1.0 CALL TO ORDER

##### BOARD OF DIRECTORS:

###### PRESIDENT

JESSE DE ANDA

Permit & Development Services Manager  
 Community Development  
 City of Beverly Hills, CA

###### 1ST VICE PRESIDENT

SHAHEN AKELYAN, SE

Assistant Chief  
 Permit and Engineering Bureau  
 City of Los Angeles, CA

###### 2ND VICE PRESIDENT

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 Case Management  
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Senior Structural Engineer  
 Building and Safety Bureau  
 City of Long Beach, CA

###### SECRETARY

CIARA BARNETT, PE, CASp

Senior Civil Engineer  
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 County of Los Angeles, CA

##### COMMITTEES:

###### ADMINISTRATION CHAIR

TRUONG HUYNH, PE, CBO

General Superintendent of Development  
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 City of Long Beach, CA

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Structural Engineering Associate III  
 City of Los Angeles, CA

###### INSPECTION CHAIR

VACANT

###### STRUCTURAL CHAIR

GREGORY BOWSER, SE

Building Plans Examiner  
 City of Long Beach, CA

#### 1.1 Meeting started at approximately 3:10 pm.

Committee Member	Jurisdiction/Chapter/Company	Present
Amir Hamidzadeh	Agoura Hills	
Ben Galan	West Hollywood	
Eugene Barbeau	Los Angeles	
Gregory Bowser	Long Beach	
Jonathan Lam	Los Angeles County	
Jesse De Anda (Board Liaison)	Beverly Hills	
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	
Brad Wungluck	Manteca	
Crystal Sujeski	OSFM	
Dennis Richardson	AWC	
Emily Withers	HCD	
Greg Andersen	OSFM	X
Homer Maiel	Tri-Chapters	
Jay Hyde	SVABO	
Joe Cain	SEIA	
John Taecker	UL	
John Westfall	HCD	
Jonathan Cook	OSHPD	
Matt Wyatt	Ventura County	
Kevin Reinertson	Riverside County	X
Kevin Scott	KH Scott & Associate LLC	
Susan Dowty	ICC	





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**2.0 APPROVAL OF PREVIOUS MINUTES**

2.1 Meeting minutes for July 10, 2018 deferred to the next meeting.

**3.0 COMMUNICATION**

3.1 If any.

**4.0 NEW BUSINESS**

4.1 Evaluating Existing LARUCP Information Bulletins. [TBD]

Discussion Point(s):

- 2000 LARUCP Plumbing Fixtures Guideline
- LARUCP AD-01 Registered Design Professional

Action Item(s):

- TBD.

4.2 If any.

**5.0 EXISTING BUSINESS**

5.1 ICC Code Development Cycle for the 2021 I-Codes – PCH Group A.

Discussion Point(s):

- Update on Online Shared Excel File for Code Coordination.
- Discuss Public Comments filed on July 16<sup>th</sup>. Schedule 8/31 for posting of agenda. Comments submitted for:
 

G151 – BCAC/Truong	G75/80/84 – FPO
F85 – FPO	F92 I/II – Ali
G49 (or maybe 50) – FPO	FS104 – Ali
F151 – FPO	G108 – Ali
F300 – FPO	
- Discuss Attendance at the PCH. Check back after 8/31. KR/AR will be there the entire time.
- KR mentioned deadline to file for the 2019/20 council is being extended. TH to check with Susan.
- KR confirmed that CAH result for FS79-18 was AS.

Action Item(s):

- None at this time.

5.2 Triennial Code Adoption for 2019 California Building Standards Code. [TO BE DISCUSSED ON 8/22]





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Discussion Point(s):

- Schedule to Review/Complete LARUCP Amendments.
- Area of Responsibility for Each Committee.
- Working Documents/Templates.
- Distributing Specific LARUCP Amendments.
- Update by State Agencies on Status of Their Code Change Proposals.

Action Item(s):

- Truong to distribute template of the 2019 LARUCP Code Amendment document to the respective committees and their members for their review by **8/22**. [PENDING]

5.3 Training on ICC Code Development. [TO BE DISCUSSED ON 8/22]

Discussion Point(s):

- Update Status on Training.
- Identify Trainer.
- Establish Schedule for Training.

Action Item(s):

- Truong to talk with LA Board RE: training on ICC Code Development and how to get CEUs for participating members at next chapter meeting on **9/13**. [PENDING]

5.4 Electronic Plan Submittal and Review. [TBD]

Discussion Point(s):

- Discuss draft guideline for best practices on electronic plan submittal and review.

Action Item(s):

- Truong to discuss with Jesse if this topic is completed **8/22**. [PENDING]

5.5 Separate Toilet Facilities. CPC Section 422.1. [TO BE DISCUSSED ON 8/22]

Discussion Point(s):

- Discuss if separate water closets in multi-accommodation toilet facilities constitute separate toilet facilities.
- Definition of toilet facilities.
- Determine level of enforcement by jurisdictions.

Action Item(s):





- None at this time.

## 6.0 ESTABLISH NEXT MEETING

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>Hyperlink</u>
	08-22-18	3:00-5:00	808 483 876	<a href="#">Start Your Meeting</a>
	09-05-18	3:00-5:00	800 514 843	<a href="#">Start Your Meeting</a>
	09-12-18	3:00-5:00	806 530 380	<a href="#">Start Your Meeting</a>
	09-19-18	3:00-5:00	802 252 129	<a href="#">Start Your Meeting</a>
	09-26-18	3:00-5:00	803 699 335	<a href="#">Start Your Meeting</a>
	10-03-18	3:00-5:00	803 793 760	<a href="#">Start Your Meeting</a>
	10-10-18	3:00-5:00	807 973 578	<a href="#">Start Your Meeting</a>
	10-17-18	3:00-5:00	801 903 717	<a href="#">Start Your Meeting</a>
	11-14-18	3:00-5:00	802 323 665	<a href="#">Start Your Meeting</a>
	11-28-18	3:00-5:00	805 044 780	<a href="#">Start Your Meeting</a>
	12-12-18	3:00-5:00	TBD	TBD

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## 7.0 ADJOURNMENT

7.1 Meeting adjourned at approximately ??

### NOTES:

**Please inform the Chairperson at any time prior to the next scheduled meeting if you wish to introduce new business for discussion with the committee. With adequate notice, items requesting committee discussion can be included in the next meeting agenda that will be distributed to the members.**

**For copies of past meeting minutes and other related documents produced by this committee, please refer to the Los Angeles Basin Chapter's website at:**

**<https://icclabc.org/administration> and <https://icclabc.org/code-coordination>.**

