



# 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 AGENDA

**JANUARY 16, 2019, WEDNESDAY, 3:00PM-5:00PM**

Online Web Conference Meeting

2019

#### 1.0 CALL TO ORDER

##### BOARD OF DIRECTORS:

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 Senior Manager  
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###### STRUCTURAL CHAIR

GREGORY BOWSER, SE  
 Building Plans Examiner  
 City of Long Beach, CA

Due to technical difficulty, the meeting did not start until approximately 3:30 pm.

Committee Member	Jurisdiction/Chapter/Company	Present
Amir Hamidzadeh	Agoura Hills	
Arnold Barreda	Pasadena	
Ben Galan	West Hollywood	
Eugene Barbeau	Los Angeles	X
Giancarlo Moral	Long Beach	X
Gregory Bowser	Long Beach	X
Jesse De Anda	Beverly Hills	
Jonathan Lam	Los Angeles County	
Josh Costello	Los Angeles County	X
Kristin Norman	Los Angeles County	X
Razmig Shamim	Los Angeles County	
Ron Takiguchi	Burbank	
Truong Huynh (Chair)	Long Beach	X
Victor Cuevas	Los Angeles	
Interested Parties	Jurisdiction/Chapter/Company	Present
Ali Fattah	San Diego	
Adria Reinertson	Moreno Valley	
Brad Wungluck	Manteca	
Crystal Sujeski	OSFM	
Dennis Richardson	AWC	
Emily Withers	HCD	
Greg Andersen	OSFM	
Homer Maiel	Tri-Chapters	
Jay Hyde	SVABO	X
Jennifer Reiss	OSFM	
John Taecker	UL	
John Westfall	HCD	





Jonathan Cook	OSHPD	
Matt Wyatt	Ventura County	
Kevin Reinertson	Riverside County	
Susan Dowty	ICC	X



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**BOARD OF DIRECTORS: 3.0 COMMUNICATION**

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**2.0 APPROVAL OF PREVIOUS MINUTES**

2.1 Meeting minutes for September 26, 2018, October 10, 2018, October 17, 2018, November 14, 2018, November 28, 2018, and December 12, 2018 were approved.

**3.0 COMMUNICATION**

3.1 Chapter ABM. Members were reminded of the upcoming ABM on Jan. 26th.

3.2 Update on 2018 Group A Code Development Cycle. Truong believed that 95% of the consensus recommendation reflected the final results of the voting.

3.3 Committee Roster. Make sure contact information of participants are completed. Notify Truong with any update. Info has been posted to the Chapter's website.

**4.0 NEW BUSINESS**

4.1 ADUs. See Jay H's email dated 1/3/19. A few members voice support to discuss this topic. Truong wanted to be sure that the topic is administrative in nature. If fire-life safety or structural, the other respective committees would need to be the lead. Jay to follow up with Greg Mahoney to determine the scope/focus of the ADU discussion.

**5.0 EXISTING BUSINESS**

5.1 ICC Code Development Cycle for the 2021 I-Codes – CAH Group B.

Discussion Point(s):

- Tentative Schedule for Group B Code Change Proposal:
  - Submittal 1/14/19
  - Web posting 3/4/19
  - Register to vote 3/28/19
  - CAH 4/28/19-5/8/19 Albuquerque, NM
  - Public comment 7/24/19
  - Register to vote 9/23/19
  - PCH 10/23/19-10/30/19 Vegas, NV





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- Outreach to Organizations, Chapters, Committees or Jurisdictions. Each participant to outreach others and see if they can participate on this committee.
- Establish Parameter for Online Shared Excel File. Some updates were discussed. The criteria for "MAJORITY" was discussed but more is needed. An additional column for priority was established, but not agreed upon yet.
- Work Schedule. Nothing to discuss yet.
- Discuss Tentative Code Change Proposals. Jay talked briefly about weather resistant barrier proposals.

Action Item(s):

- Identify code change proposal submitted to Truong for distribution to the rest of the committee. [PENDING]
- Update on shared online excel file for code coordination for the upcoming CAH. [PENDING]
- Specify if the groups you represent will need a column in the shared online excel file to reflect your recommended action on code proposals. [PENDING]
- Develop message and promotional material to disseminate to the membership. [PENDING]

5.2 Triennial Code Adoption for 2019 California Building Standards Code. [NOT DISCUSSED]

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 1/16. [PENDING]

5.3 Electronic Plan Submittal and Review. [NOT DISCUSSED]

Action Item(s):

- Complete draft electronic plan submittal and review document by 1/16. [JESSE] [PENDING]

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

Date	Time	Meeting Number	Hyperlink
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02-13-19	3:00-5:00	287 841 738	<a href="#">Start Your Meeting</a>
03-13-19	3:00-5:00	283 135 035	<a href="#">Start Your Meeting</a>
03-27-19	3:00-5:00	808 451 685	<a href="#">Start Your Meeting</a>
04-10-19	3:00-5:00	286 589 874	<a href="#">Start Your Meeting</a>
04-17-19	3:00-5:00	286 512 519	<a href="#">Start Your Meeting</a>
04-24-19	3:00-5:00	282 762 148	<a href="#">Start Your Meeting</a>
05-15-19	3:00-5:00	287 430 059	<a href="#">Start Your Meeting</a>
05-29-19	3:00-5:00	TBD	Start Your Meeting
06-12-19	3:00-5:00	TBD	Start Your Meeting
06-26-19	3:00-5:00	TBD	Start Your Meeting
07-24-19	3:00-5:00	TBD	TBD
08-28-19	3:00-5:00	TBD	TBD
09-25-19	3:00-5:00	TBD	TBD
10-09-19	3:00-5:00	TBD	TBD
10-16-19	3:00-5:00	TBD	TBD
11-13-19	3:00-5:00	TBD	TBD
11-27-19	3:00-5:00	TBD	TBD
12-11-19	3:00-5:00	TBD	TBD

**7.0 ADJOURNMENT**

Meeting adjourned at 4:36 pm.

**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>.**

