



# LOS ANGELES BASIN CHAPTER

## INTERNATIONAL CODE COUNCIL

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

P.O. Box 1099  
 Alhambra, CA 91802



### ADMINISTRATION COMMITTEE MEETING MINUTES

**FEBRUARY 13, 2019, WEDNESDAY, 3:00PM-5:00PM**

Online Web Conference Meeting

2019

**BOARD OF DIRECTORS:**

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 Building Code Specialist  
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**EMERGING LEADERSHIP**

JESSE DE ANDA  
 Permit/Development Services Manager  
 Community Development  
 City of Beverly Hills

**1.0 CALL TO ORDER**

Meeting commenced approximately 3:20 pm.

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



Kevin Reinertson	Riverside County	X
Susan Dowty	ICC	



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**2.0 APPROVAL OF PREVIOUS MINUTES**

2.1 Meeting minutes for January 16, 2019 approved.

**3.0 COMMUNICATION**

3.1 Chapter Meeting 2/14. Brief summary of tomorrow's chapter meeting was discussed.

3.2 CALBO ABM 3/17-21. Brief summary of next month's CALBO meeting was discussed.

3.3 Reporting of Committee Goals for FY 2019. Truong reported that the Board requested annual committee goal and that it was submitted a few days prior.

**4.0 NEW BUSINESS**

4.1 Potential CalGreen Amendment for EV Requirement.

Discussion Point(s):

- LA County is exploring the potential of amending the CalGreen Code to have higher EV space and charger requirement. Several jurisdictions present on the call either indicated they have no additional requirement or have amended the code to require (e.g., Los Angeles, Long Beach, Santa Monica, Palo Alto, Sunnyville, Pasadena).
- Energy management system was discussed as a permissible use that would help to reduce infrastructure to support required power supply.
- General agreement to have common language even if each jurisdiction might have different % requirement for EV space and/or charger.

Action Item(s):

- Truong to draft template of proposed code change for EV for the rest of the committee to review. **[PENDING]**

**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



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PCH 10/23/19-10/30/19 Vegas, NV

- Outreach to Organizations, Chapters, Committees or Jurisdictions.
- Establish Parameter for Online Shared Excel File.
- Work Schedule.
- Discuss Tentative Code Change 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. [COMPLETE]

5.2 Triennial Code Adoption for 2019 California Building Standards Code.

Discussion Point(s):

- Update Progress on LARUCP Code Amendments by the following committees: Fire-Life Safety have not made any significant progress to date, Structural is far along and should be done in the next couple of weeks, and Administration is just starting discussion on potential green amendments.
- Potential CalGreen Amendment for EV Requirement. See 4.1 for discussion.
- Update Progress Statewide Code Adoption by the following state agencies: SFM is done, HCD has an item that was carried over and is not done, and OSPHD has no report to provide at this time.

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 2/13. [PENDING]

5.3 Electronic Plan Submittal and Review. [TBD]

Discussion Point(s):

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

Action Item(s):

- Complete draft electronic plan submittal and review document by 2/13. [JESSE] [PENDING]

5.4 Accessory Dwelling Units.



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Discussion Point(s):

- What specifically does the committee want to discuss on this topic?

Action Item(s):

- Jay to follow up with Greg Mahoney to narrow scope of topic. [JAY]  
[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

<u>Date</u>	<u>Time</u>	<u>Meeting Number</u>	<u>Hyperlink</u>
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 approximately 4:45 pm.

**NOTES:**

***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>.***