**­ADMINISTRATION COMMITTEE**

MEETING MINUTES

**JUNE 16, 2021, WEDNESDAY, 3:00PM–5:00PM**

Online Web Conference Meeting

1. **CALL TO ORDER**

1.1 Meeting start time tentatively: 3:05 pm

|  |  |  |
| --- | --- | --- |
| **Committee Member** | **Jurisdiction/Chapter/Company** | **Present** |
| Amir Hamidzadeh | Agoura Hills | X |
| Ara Sargsyan (Past President) | Santa Monica |  |
| Ariana Vito | Santa Monica | X |
| Ben Galan | West Hollywood |  |
| Ciara Barnett (President) | Los Angeles County | X |
| Eugene Barbeau | Los Angeles |  |
| Foster McLean | Glendale |  |
| Gabriel Reza | Glendale | X |
| Gregory Bowser | Long Beach |  |
| Jonathan Lam | Los Angeles County |  |
| Johnny Goetz | 4 Leaf Inc. |  |
| Josh Costello | Los Angeles County |  |
| Joshua Hussey | Los Angeles County |  |
| Kristin Norman | Los Angeles County |  |
| Laura Macias | CCC |  |
| Mostafa Kashe | Los Angeles County |  |
| Paul Armstrong | TBR & Associates / Signal Hills | X |
| Quan Nghiem | Los Angeles |  |
| Razmig Shamim | Los Angeles County | X |
| Ron Takiguchi | Burbank |  |
| Shahen Akelyan | Los Angeles |  |
| Truong Huynh (Chair) | Long Beach | X |
| Victor Cuevas | Los Angeles |  |
| **Interested Parties** | **Jurisdiction/Chapter/Company** | **Present** |
| Ali Fattah | San Diego | X |
| Adria Reinertson | Riverside County / CalChiefs |  |
| Claudia Torres-Cayetano | Fresno |  |
| Crystal Sujeski | OSFM |  |
| David Tyree | AWC |  |
| Emily Withers | HCD |  |
| Doug Evans | Clark County, NV / SNBO |  |
| Greg Andersen | OSFM |  |
| Homer Maiel | Tri-Chapters |  |
| Jay Hyde | SVABO |  |
| John Taecker | UL |  |
| John Westfall | HCD |  |
| Jonathan Cook | OSHPD | X |
| Kevin Reinertson | Riverside County / CalChiefs |  |
| Khanh Nguyen | CSG / Anaheim |  |
| Kyle Kraus | HCD |  |
| Michael Frasure | Rancho Cucamonga | X |
| Robina Wright | ICC San Joaquin Valley Chapter |  |
| Sam Palmer | Clark County, NV / Region I |  |
| Stephen DiGiovanni | Clark County, NV / Region I | X |
| Susan Dowty (Staff Liaison) | ICC | X |
| Valarie Evans | North Las Vegas, NV / SNBO |  |

1. **APPROVAL OF PREVIOUS MINUTES**

2.1 Review and approve meeting minutes for June 9, 2021. Minutes approved with no objection.

1. **COMMUNICATION**

3.1 Chapter Meeting. Ciara discuss the upcoming July 8th training accessibility and other future training.

3.2 Amir. Announced his retirement from City service. He can be contacted at developmentsolutions.amir@gmail.com.

1. **NEW BUSINESS**

4.1 Outdoor Business Temporary Use Becoming Permanent Use.

*Discussion Point(s):*

* Ali mentioned Governor’s policy to potential mandate or recommend allowing temporary uses in the right of way to become permanent uses.
* Several links to follow:

<https://www.gov.ca.gov/wp-content/uploads/2021/06/6.3.21-letter.pdf>

<https://www.gov.ca.gov/2021/06/03/governor-newsom-launches-california-restaurant-comeback-to-support-restaurants-and-bars-as-state-fully-and-safely-reopens/>

<https://www.abc.ca.gov/eighth-notice-of-regulatory-relief/>

*Action Item(s):*

* Keep topic for further discussion. [Ali]

1. **EXISTING BUSINESS**

5.1 2021 ICC Code Development Cycle for the 2024 I-Codes – Group A.

*Discussion Point(s):*

* Reminder on deadline to submit public comments is 7/2.
* Review, discuss and/or propose public comments on any code change proposals. Limited discussion.
* Review online shared google spreadsheet. Limited discussion.

*Action Item(s):*

* Group training for code hearings for CEU. TBD. [Ali]

5.2 Continuity of Operation Plan – COVID19.

*Discussion Point(s):*

* Update by jurisdictions on their latest operation or re-opening plan. Several discussed the latest update for their jurisdiction.

*Action Item(s):*

* None at this time.

5.3 2022 CA Triennial Code Adoption Cycle.

*Discussion Point(s):*

* State Agencies’ Update on Code Adoption: SFM, HCD, OSPHD. Limited discussion.
* Discuss Specific Amendment(s), if any. None at this time.
* Discuss Specific Area of Concern RE: Fire Hazard Zone. None at this time.

*Action Item(s):*

* None at this time.

5.4 Triennial Code Adoption and LARUCP. [Truong] **[TBD-10/13]**

*Discussion Point(s):*

* Logistic on when to gear up committee(s) to commence review for the next triennial code adoption.

*Action Item(s):*

* None at this time.

5.5 Vehicle/Parking Lift. [Truong] **[TBD-7/14]**

*Discussion Point(s):*

* Criteria or condition for allowing the use of vehicle/parking lift.
* Recognized or accepted standards to consider.
* Policy by other jurisdictions.
* Mechanized parking in CBC Ch. 31.

*Action Item(s):*

* None at this time.

5.6 SB721 Balcony Inspection. [Truong] **[TBD-7/14]**

*Discussion Point(s):*

* Development of Information Bulletin on best practices.

*Action Item(s):*

* COLA to explore developing IB as template for Chapter to use. [Quan]

1. **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).

Meeting Time: 3:00pm – 5:00pm PST

Audio Call-In #: 213-306-3065

Date Meeting # Click Hyperlink

~~06-30-21 187 013 5786~~ [~~Start Your Meeting~~](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m16e4da37bba4e3f245c0183aa692c327)

07-14-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

08-11-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

09-01-21 187 513 5029 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m340fc7b6954adeeeb8971288e30444f1)

09-08-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

09-15-21 187 963 2438 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mfa37c5d3fcb4cf7c52845473d1b0650b)

10-13-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

11-10-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

12-08-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

1. **ADJOURNMENT**

7.1 Meeting end time tentatively: 4:05 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, please refer to the Los Angeles Basin Chapter’s website at:*

* [*icclabc.org/administration*](https://icclabc.org/administration)
* [*icclabc.org/code-coordination*](https://icclabc.org/code-coordination)