**­ADMINISTRATION COMMITTEE**

MEETING AGENDA

**AUGUST 11, 2021, WEDNESDAY, 3:00PM–5:00PM**

Online Web Conference Meeting

1. **CALL TO ORDER**

1.1 Meeting start time: 3:10 pm

|  |  |  |
| --- | --- | --- |
| **Committee Member** | **Jurisdiction/Chapter/Company** | **Present** |
| Ara Sargsyan (Past President) | Santa Monica |  |
| Ariana Vito | Santa Monica | X |
| Ben Galan | West Hollywood |  |
| Ciara Barnett (President) | Los Angeles County |  |
| Eric Lim | Los Angeles County | X |
| Eugene Barbeau | Los Angeles |  |
| Foster McLean | Glendale |  |
| Gabriel Reza | Glendale |  |
| Johnny Goetz | BV | X |
| Josh Costello | Los Angeles County | X |
| Joshua Hussey | Los Angeles County |  |
| Kristin Norman | Los Angeles County |  |
| Mostafa Kashe | Los Angeles County |  |
| Paul Armstrong | TBR & Associates / Signal Hills |  |
| Quan Nghiem | Los Angeles | X |
| Razmig Shamim | Los Angeles County |  |
| 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 |  |
| 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 | X |
| Khanh Nguyen | CSG / Anaheim | X |
| Kyle Kraus | HCD |  |
| Maged Soliman | Norwalk | X |
| Sam Palmer | Clark County, NV / Region I | X |
| Stephen DiGiovanni | Clark County, NV / Region I |  |
| Susan Dowty (Staff Liaison) | ICC |  |
| Valarie Evans | North Las Vegas, NV / SNBO |  |

1. **APPROVAL OF PREVIOUS MINUTES**

2.1 Review and approve meeting minutes for June 16 and July 14, 2021. No objection. Minutes approved.

1. **COMMUNICATION**

3.1 Chapter Meeting. Joint meeting LABC/SoCalFPO today. Stuart presented IWUIC. Discussion RE: existing structures and lack of retroactive requirement.

3.2 Bills on ADU. Several still ongoing.

1. **NEW BUSINESS**

4.1 Inspection of existing building 40-50 yrs. Surfside. IEBC vs IPMC. State or local requirement. [Ali]

1. **EXISTING BUSINESS**

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

*Discussion Point(s):*

* PCH Schedule. ICC updated schedule and shorter now. Hearings tentatively scheduled to end on 9/26 instead of 9/29.
* Public comments release on or about 8/13. Go to this [link](https://www.iccsafe.org/products-and-services/i-codes/code-development-process/2021-2022-group-a/) for access to files.
* Update online shared google spreadsheet to reflect position on public comments.

*Action Item(s):*

* Group training for code hearings for CEU. TBD. [Ali]
* Post documents related to public comments to Chapter website and Teams account. TBD. [Truong]

5.2 Continuity of Operation Plan – COVID19 [Truong]

*Discussion Point(s):*

* Update by jurisdictions on their latest operation or re-opening plan. Truong discussed LB latest protocol. Responded to questions about service level at counter.

*Action Item(s):*

* None at this time.

5.3 2022 CA Triennial Code Adoption Cycle. [Ali]

*Discussion Point(s):*

* State Agencies’ Update on Code Adoption: SFM, HCD, OSPHD. None at this time.
* Discuss Specific Amendment(s), if any. Ali indicated that SFM amendment on door leaf width may be a concern. Will look to submit public comment. There is a new terminology/requirement for EV.
* Discuss Specific Area of Concern RE: Fire Hazard Zone. None at this time.

*Action Item(s):*

* Submit public comment regarding door leaf. TBD. [Ali]

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]

*Discussion Point(s):*

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

*Action Item(s):*

* Upload of documents to Teams. **Done.**
* Develop spreadsheet for comparison. TBD. [Truong]

5.6 SB721 Balcony Inspection. [Truong/Quan]

*Discussion Point(s):*

* Development of an information bulletin on best practices or notification to public. Draft of document completed. Truong will send draft version prepared by Quan to members for feedback.

*Action Item(s):*

* COLA to explore developing IB as template for Chapter to use. TBD. [Quan]
* Review and provide comment to Quan. [ALL]

5.7 Outdoor Business Temporary Use Becoming Permanent Use. [Ali] **[TBD-10/13]**

*Discussion Point(s):*

* Discussion on best practices.

*Action Item(s):*

* None at this time.

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

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: 4:20 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)

***TEAMS FOR ICC-LABC ADMINISTRATION COMMITTEE:***

*For access to Teams for the committee, including copies of past meeting minutes and other related documents produced by this committee, please click on the following* [*link*](https://teams.microsoft.com/l/team/19%3a55PqWfNFy_Db5auk2zvD4eYaENsTcpyDLWY7seh1DvI1%40thread.tacv2/conversations?groupId=549ac423-7b7b-439e-b9cb-2c084b85463e&tenantId=313f11c3-4268-4f6a-8d3b-c7e650183e78)*. You must have been invited as guest member first to access the Teams link.*