**­ADMINISTRATION AND CODE COMMITTEE (ICC-LABC-AC)**

MEETING MINUTES

**MARCH 9, 2022, WEDNESDAY, 3:00PM–5:00PM**

Online Web Conference Meeting

1. **CALL TO ORDER**

1.1 Meeting start time tentatively: 3:06 pm

|  |  |  |
| --- | --- | --- |
| **Committee Member** | **Jurisdiction/Chapter/Company** | **Present** |
| Amir Hamidzadeh | CSG |  |
| Ara Sargsyan | Santa Monica | X |
| Ariana Vito | Santa Monica |  |
| Ben Galan | West Hollywood | X |
| Celine Sarkisloo (President) | Glendale |  |
| Ciara Barnett (Past President) | Los Angeles County | X |
| Eric Lim | Los Angeles County | X |
| Eugene Barbeau | Los Angeles | X |
| Foster McLean | Glendale |  |
| Gabriel Reza | Glendale | X |
| Gregory Bowser | Long Beach |  |
| Isam Hasenin | True North Compliance Services |  |
| Ji Yeon Lee | Norwalk |  |
| Johnny Goetz | Bureau Veritas |  |
| Josh Costello | Los Angeles County | X |
| Joshua Hussey | Los Angeles County |  |
| Kristin Norman | Los Angeles County | X |
| Mostafa Kashe | Los Angeles County |  |
| Paul Armstrong | TBR & Associates / Signal Hills |  |
| Quan Nghiem | Los Angeles |  |
| Razmig Shamim | Los Angeles County | X |
| Ron Takiguchi | Pasadena |  |
| 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 | X |
| Crystal Sujeski | SFM |  |
| David Tyree | AWC |  |
| Emily Withers | HCD |  |
| Doug Evans | Clark County, NV / SNBO |  |
| Greg Andersen | SFM |  |
| Homer Maiel | Tri-Chapters |  |
| Jay Hyde | SVABO |  |
| John Taecker | UL |  |
| John Westfall | HCD |  |
| Jonathan Cook | HCAI | X |
| Kevin Reinertson | Riverside County / CalChiefs | X |
| Khanh Nguyen | CSG / Anaheim | X |
| Kyle Kraus | HCD |  |
| Maged Soliman | Norwalk |  |
| Richard Supan | CSG |  |
| Sam Palmer | Clark County, NV / Region I |  |
| Stephen DiGiovanni | Clark County, NV / Region I |  |
| 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 February 9, 2022.

[Truong] Minutes approved with no objection.

1. **COMMUNICATION**

3.1 Chapter Meeting, if any.

[Ciara] Virtual meeting on 3/10/22. Study Like a CASp training on 3/16. Check website for details. Planning joint meeting with San Diego Chapter in April. Social event in the near future in lieu of ABM, details to follow.

1. **NEW BUSINESS**

4.1 SFM Existing Building Code Workgroup.

 [Truong] Next meeting on March 23rd. Looking at additional chapters of the IEBC for possible adoption. Considering adoption or at least printing chapters in CEBC at request of AIA.

 [Kevin] Track closely as the provisions are relaxed compared to requirements for new buildings. Email Greg Anderson or Crystal if you’d like to join meetings.

4.2 Hiring Process for Plans Examiner/Plan Checkers. [Truong] **[TBD]**

[Truong] Difficulty finding qualified candidates. Discuss ideas/solutions.

4.3 [Kevin] Board of Forestry updating regulations – mostly affects Fire, Planning, and Transportation departments. Mapping for fire hazard severity zones is still in update process.

1. **EXISTING BUSINESS**

5.1 2022 ICC Code Development Cycle for the 2024 I-Codes – Group B. [Truong] **[3/9]**

*Discussion Point(s):*

* Review upcoming schedule for code hearings:

CAH 3/27-4/6

Posting of CAH results 5/9

Submit public comments 6/20

Posting of public comments 8/4

PCH 9/14-9/21

OGCV TBD

OGCV results TBD

 Ali and Kevin attending the hearings in person.

* Review online shared google spreadsheet.

Truong emailed spreadsheet with code change assignments. Let him know if you’re not able to review your assignments. Work off file on admin committee Teams channel and send positions to Truong if can’t access file on Teams.

* Reports from BCAC and/or FCAC, if any.

[Truong] Proposal to rewrite section on duties and powers of Building Official (ADM 13-22)

[Ali] Two proposals on this section, different approaches. Review them both.

* Status of outreach effort to organizations, chapters, committees or jurisdictions.
* Review and comment on any proposed code changes of note.

[Kevin] CalChiefs partnered with SEAC on several proposals, many related to PV and ESS. Will email proposal numbers to Truong for distribution to committee.

[Ali] Recommends reviewing IEBC Chapter 5.

[Kevin] The next ICC code development process will change starting 2024.

*Action Item(s):*

* Review assigned code change proposals on shared spreadsheet.

5.2 2022 CA Triennial Code Adoption and LARUCP. [Truong] **[TBD]**

*Discussion Point(s):*

* Logistic on when to gear up committee(s) to commence review for the next triennial code adoption.
* Discuss specific local amendment(s), if any.

*Action Item(s):*

* None at this time.

5.3 Vehicle/Parking Lift. [Truong] **[TBD]**

*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):*

* Develop spreadsheet for comparison. TBD. [Truong]

5.4 Conversion of Outdoor Business from Temporary to Permanent. [Ali] **[TBD-3/9]**

*Discussion Point(s):*

* Discussion on best practices.

*Action Item(s):*

* None at this time.

5.5 Maintenance and Inspection of Existing High-Rise Buildings. [Ali] **[TBD]**

*Discussion Point(s):*

* Surfside.
* Building stocks that are in the 40-50 yrs range.
* IEBC vs IPMC.
* State or local requirement.

*Action Item(s):*

* None at this time.

5.6 Waterfront/Harbor Structures. [Truong] **[TBD-4/13]**

*Discussion Point(s):*

* Discussion on best practices for plan review, permitting and inspection.

*Action Item(s):*

* None at this time.

5.7 AP Fault Study Zone Act. [Truong] **[TBD-5/11]**

*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

03-16-22 2491 518 5687 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m6fcf06700fd5686bb2c437b41abb5dd1)

03-23-22 2491 518 5687 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m6fcf06700fd5686bb2c437b41abb5dd1)

04-13-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

05-11-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

06-08-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

07-13-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

08-10-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

08-24-22 2491 953 7943 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m620aff1e1a1972d860bc43ceff88f81e)

08-31-22 2491 953 7943 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m620aff1e1a1972d860bc43ceff88f81e)

09-07-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

10-12-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

11-09-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

12-14-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

1. **ADJOURNMENT**

7.1 Meeting end time tentatively: 4:45 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. Please request access from Chairperson.*