



# 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

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

Online Web Conference Meeting

2019

**BOARD OF DIRECTORS:**

**PRESIDENT**

SHAHEN AKELYAN, S.E.  
 Assistant Chief  
 Department of Building and Safety  
 City of Los Angeles

**1ST VICE PRESIDENT**

ARA SARGSYAN, P.E., C.B.O.  
 Assistant Chief  
 Department of Building and Safety  
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**2ND VICE PRESIDENT**

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**TREASURER**

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 Senior Civil Engineer  
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**SECRETARY**

CELINE SARKISLOO  
 Building Code Specialist  
 Building and Safety Division  
 City of Glendale

**COMMITTEES:**

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 Superintendent of Development Service  
 Building and Safety Bureau  
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 Plans Examiner Engineer  
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SANDI MCCracken, FA-MB-MBA  
 Senior Manager Programs  
 International Accreditation Services

**STRUCTURAL CHAIR**

GREGORY BOWSER, S.E.  
 Building Plans Examiner  
 Building and Safety Bureau  
 City of Long Beach

**EMERGING LEADERSHIP**

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

**1.0 CALL TO ORDER**

1.1 Meeting commenced approximately 3:13 pm.

Committee Member	Jurisdiction/Chapter/Company	Present
Amir Hamidzadeh	Agoura Hills	
Arnold Barreda	Pasadena	
Ben Galan	West Hollywood	
Clara Astua	Long Beach	X
Giancarlo Moral	Long Beach	X
Eugene Barbeau	Los Angeles	X
Gregory Bowser	Long Beach	
Jonathan Lam	Los Angeles County	
Josh Costello	Los Angeles County	X
Joshua Hussey	Los Angeles County	
Kristin Norman	Los Angeles County	
Laura Macias	CCC	X
Mostafa Kashe	Los Angeles County	
Razmig Shamim	Los Angeles County	
Ron Takiguchi	Burbank	
Shahen Akelyan (President)	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	
Crystal Sujeski	OSFM	
David Hansen	Ventura County	
Dennis Richardson	AWC	
Emily Withers	HCD	
Greg Andersen	OSFM	
Greg Anderson	Citrus Heights	
Homer Maiel	Tri-Chapters	
Jay Hyde	SVABO	X
Jennifer Reiss	OSFM	





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John Taecker	UL	
John Westfall	HCD	
Jonathan Cook	OSHPD	X
Kevin Reinertson	Riverside County	
Kyle Kraus	HCD	
Susan Dowty	ICC	

**2.0 APPROVAL OF PREVIOUS MINUTES**

2.1 Review and approve meeting minutes for July 24, 2019, October 9, 2019 and October 16, 2019.

**3.0 COMMUNICATION**

3.1 End of Year Meeting. Last meeting will be 12/11. Will ask members if they want to meet in person and have lunch OR meet via web conference.

3.2 Meeting Schedules for 2020. Will continue meeting on 2<sup>nd</sup> Wed from 3:00-5:00. Schedule will likely be monthly as there is no code hearings or adoptions.

3.3 Chair for Administration Committee. Truong is looking to see who is interested in taking on the chairperson role for FY2020. He will ask around for volunteer.

3.4 Conceptual Joint Committee for SoCal Chapters. Truong discussed idea both he and Paul Armstrong had regarding having a joint committee that would be comprised of and represent multiple chapters in the region. This is to pool resources and to engage others that are not just members of one chapter.

**4.0 NEW BUSINESS**

4.1 None.

**5.0 EXISTING BUSINESS**

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

Discussion Point(s):

- Discuss Online Shared Excel File. All now done and final entries are online.

[Click here](#) for hyperlink to file.





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- Discuss Voting Recommendation Document. Voting document was discussed, areas of voting was worked out, and final documents to be released shortly before the OGCV during the week of November 18<sup>th</sup>.

Action Item(s):

- None at this time.

5.2 Tiny Mobile Home.

Discussion Point(s):

- Update on status of LA City's proposed ordinance by Eugene. He indicated that there is nothing new to report as the City's Planning Department is still working on it.

Action Item(s):

- None at this time.

**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>Click Hyperlink Below</u>
11-27-19	CANCELED	TBD	Start Your Meeting
12-11-19	3:00-5:00	807 990 235	<a href="#">Start Your Meeting</a>

**7.0 ADJOURNMENT**

7.1 Meeting adjourned at approximately 4:11 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>.



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