



# 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 JANUARY 8, 2020, WEDNESDAY, 3:00PM-5:00PM

2020

#### 1.0 CALL TO ORDER

1.1 Meeting called to order approximately 3:10 pm.

#### BOARD OF DIRECTORS:

##### PRESIDENT

ARA SARGSYAN, P.E., C.B.O.  
 Building Official  
 Building and Safety Division  
 City of Santa Monica

##### 1ST VICE PRESIDENT

PHILIP YIN, S.E., CASp  
 Senior Structural Engineer  
 Building and Safety Bureau  
 City of Long Beach

##### 2ND VICE PRESIDENT

CIARA BARNETT, P.E., CASp  
 Senior Civil Engineer  
 Building and Safety Division  
 County of Los Angeles

##### TREASURER

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

##### SECRETARY

EUGENE BARBEAU, P.E.  
 Code Engineer  
 Department of Building and Safety  
 City of Los Angeles

#### COMMITTEES:

##### ADMINISTRATION CHAIR

TRUONG HUYNH, P.E., C.B.O.  
 Superintendent of Development Service  
 Building and Safety Bureau  
 City of Long Beach

##### DISABLED ACCESS CHAIR

FARUK SEZER, P.E., CASp  
 Building Civil Engineer  
 Department of Building and Safety  
 City of Los Angeles

##### FIRE-LIFE SAFETY CHAIR

ARNOLD BARREDA  
 Plans Examiner Engineer  
 Building and Safety Division  
 City of Pasadena

##### INSPECTION CHAIR

SANDI MCCracken, FA-MB-MBA  
 Senior Manager Programs  
 International Accreditation Services

##### STRUCTURAL CHAIR

GREGORY BOWSER, S.E.  
 Structural Engineer  
 Building and Safety Bureau  
 City of Long Beach

Committee Member	Jurisdiction/Chapter/Company	Present
Amir Hamidzadeh	Agoura Hills	
Arnold Barreda	Pasadena	
Ben Galan	West Hollywood	
Clara Astua	Long Beach	
Giancarlo Moral	Long Beach	
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	
Paul Armstrong	TRB	
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	
Crystal Sujeski	OSFM	
David Hansen	Ventura County	
Dennis Richardson	AWC	
Emily Withers	HCD	
Greg Andersen	OSFM	
Greg Anderson	Citrus Heights	X
Homer Maiel	Tri-Chapters	X
Jay Hyde	SVABO	
Jennifer Reiss	OSFM	





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

**2.0 APPROVAL OF PREVIOUS MINUTES**

2.1 Meeting minutes for December 11, 2019 approved.

**3.0 COMMUNICATION**

3.1 Meeting Schedules for 2020. Truong discuss the upcoming schedule for the rest of the year.

3.2 Chapter ABM January 18, 2020. Truong mentioned the upcoming ABM. Shahren provided additional information.

3.3 Committee Roster Update 2020. Truong reminded everyone to send him updates to the roster info.

3.4 Outcome of OGCV for the Group B 2021 I-Codes. No comparison has been made yet regarding the recommendation made by the committee vs the actual outcome of the OGCV. Truong will ask someone to perform this quick comparison.

3.5 Vice Chair for Administration Committee. Shahren graciously agreed to serve as vice chair for this coming year. Truong will continue to stay on until (or if) a new chair is selected.

3.6 Ventura Chapter ABM 2/8/20. Laura mentioned the upcoming ABM for the VR Chapter. Additional info can be located on their website.

**4.0 NEW BUSINESS**

4.1 Intervening Code Cycle.

Discussion Point(s):

- Will need to check what changes are being proposed for the intervening code cycle. Viewed the timetable outline on CBSC website for when public comments will be available. May need to check individual state agencies to determine initial express terms and findings.

Action Item(s):

- None at this time.





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4.2 Administrative Amendments.

Discussion Point(s):

- Discussed whether there are certain types of administrative amendments to consider for future ICC or LABC code adoption.
- Plan review expiration. Not at this time.
- Permit expiration. Not at this time.
- Record retention. Not fully discussed.

Action Item(s):

- Email everyone to suggest ideas of common administrative amendments.

4.3 Specialty Topic.

Discussion Point(s):

- Discuss whether specialty topic should be on the agenda.
- ADU/JADU (AB68). Yes.
- Tiny Houses CRC Appendix Q. Yes.
- Emergency Shelters CRC Appendix X. Yes.
- Prefabricated Structures (wood modular, containers, not HCD approved type). TBD.
- Much of the eventual discussion was on whether adoption of the various appendices by HCD meant it was applicable for local enforcement OR local adoption is still required before it can be enforced?

Action Item(s):

- Truong will email Kyle to clarify this question on the enforceability of the appendices adopted by HCD or if additional action is required by local jurisdiction to enforce it.
- Email everyone to suggest ideas of specialty topic to discuss, provided however, it is predominantly administrative in nature and not necessarily leaning heavily on either structural or fire-life safety.

5.0 EXISTING BUSINESS

5.1 Tiny Mobile Home.

Discussion Point(s):

- Eugene indicated no update at this time. Still working through the ordinance.

Action Item(s):

- None at this time.

6.0 ESTABLISH NEXT MEETING





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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>
01-08-20	3:00-5:00	804 939 226	<a href="#">Start Your Meeting</a>
02-12-20	3:00-5:00	802 817 014	<a href="#">Start Your Meeting</a>
03-11-20	3:00-5:00	808 439 053	<a href="#">Start Your Meeting</a>
04-08-20	3:00-5:00	806 198 145	<a href="#">Start Your Meeting</a>
05-13-20	3:00-5:00	804 942 967	<a href="#">Start Your Meeting</a>
06-10-20	3:00-5:00	TBD	<a href="#">Start Your Meeting</a>
07-08-20	3:00-5:00	TBD	<a href="#">Start Your Meeting</a>
08-12-20	3:00-5:00	TBD	<a href="#">Start Your Meeting</a>
09-09-20	3:00-5:00	TBD	<a href="#">Start Your Meeting</a>
10-14-20	3:00-5:00	TBD	<a href="#">Start Your Meeting</a>
11-11-20	3:00-5:00	TBD	<a href="#">Start Your Meeting</a>
12-09-20	3:00-5:00	TBD	<a href="#">Start Your Meeting</a>

**7.0 ADJOURNMENT**

7.1 Meeting adjourned approximately at 4:40 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>.**

