

ICC AD HOC COMMITTEE ON THE ADMINISTRATIVE PROVISIONS IN THE I-CODES (AHC-ADMIN)

MEETING MINUTES July 18 and 19, 2005

ICC CHICAGO DISTRICT OFFICE
4051 W. Flossmoor Rd.
Country Club Hills, IL 60478

Chair: Rebecca Baker

Vice Chair: Richard Thomson

Staff Liaison: Bill Rehr, ICC Chicago District Office

Time: 8 a.m. to 5 p.m., Monday, July 18, 2005 and 8 a.m. to 1 p.m., Tuesday, July 19, 2005

1.0 Call to order and welcome

The meeting was called to order by Chair Baker at 8:30 A.M. (CDT)

2.0 Self-Introductions and Roll call of Committee

The committee members introduced themselves and the following attendance was recorded:

Present: Rebecca Baker, Chair Dick Thomson, Vice Chair James Brothers James Brown Richard Busby James Langhorne Roxanne Michael Jared Moravec Bill Rehr, ICC Staff	Absent: John Hitch Steve Hamblin (Resigned 6/7/05) Larry Litchfield (Resigned 7/11/05)
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3.0 Approve agenda

The committee approved the meeting agenda.

4.0 Committee Procedures

The committee reviewed its Scope and Objectives statement, work product, text review parameters and the anticipated needs for code change submittals (deadline is March 24, 2006).

5.0 Review ICC Codes Administrative Chapters

The committee reviewed the work previously done on Section 101 in teleconference on June 28, 2005 and agreed to proceed to the review of Section 102 and as many following sections as time permits in this meeting.

6.0 Other Business

A discussion took place regarding the progress thus far and Chair Baker agreed to prepare and distribute by email a tentative schedule of AHC activity through the submittal of code change proposals on March 24, 2006.

7.0 New Business

A. Teleconferencing: A discussion took place regarding how the AHC would proceed and it was agreed that frequent teleconferences will be necessary to meet the deadlines established by the ICC Board. To facilitate the AHC text review work, staff was requested to investigate the availability of an affordable “web meeting” service that could be utilized for the AHC tasks, thereby allowing the AHC members to see in real-time via the internet a computer desktop showing text review results as they are agreed upon.

B. Next meeting: A discussion took place concerning a second face-to-face meeting and it was agreed that a decision would not be made until the “web meeting” investigation is complete. The use of frequent conference calls and a web meeting service would allow reserving a second meeting until the Public Comment portion of the 2006-2007 code development cycle to allow the AHC to properly respond to any Code Development Committee actions.

8.0 Adjournment

The committee having completed its agenda, the meeting was adjourned by Chair Baker at 1:15 P.M. (CDT).

Respectfully submitted:

Bill Rehr, Secretary
ICC AHC on Admin. Provisions