

**ICC Code Technology Committee  
DRAFT MEETING MINUTES**

**April 14-15, 2005  
Embassy Suites Chicago O'Hare Rosemont  
Rosemont, IL 60018  
(847) 678-4000**

**Thursday, April 14: 8:00 a.m. – 5:00 p.m.**  
**Friday, April 15: 8:00 a.m. - 2:00 p.m.**

**1.0 Welcome and introductions - Chair Heilstedt**

**1.1 Call to order**

Chair Heilstedt called the meeting to order at approximately 8:00 am on April 14.

**1.2 Introduction of committee/attendees**

Self introductions of committee and attendees.

Members present: Shahriar Amiri, Carl Baldassarra (Vice Chair), Marty Conant, Paul Heilstedt (Chair), Steve Jones, Marsha Mazz, Brian Meacham, Rob Nickson, Robert Salvaggio, Paul Tellez, Jeff Tubbs (alternate to Meacham)

Members absent: None

Staff liaison: Mike Pfeiffer

Attendees:

A list of attendees is provided at the end of these minutes.

**1.3 Welcoming remarks**

Chair Heilstedt welcomed the committee and attendees to the first meeting of the CTC.

**2.0 Approve agenda**

Motion, second and approval of agenda with a modification to add new 5.5 Public Postings.

**3.0 Approve minutes of March 14, 2005 conference call**

Motion, second and approval of minutes.

**4.0 Review charge of the CTC**

**4.1 Why was the CTC formed?**

The current code hearing process allows limited time to have issues discussed and debated. There are some issues that warrant a forum to allow for more time to investigate, discuss and thoroughly vet issues. The CTC will provide such a forum.

**4.2 Scope and purpose of the CTC – Council Policy #5**

CP 5 is the policy which governs the activity of the CTC. The culmination of the CTC on a given agenda item will typically result in a code change submitted to one or more of the I-Codes or I-Standards. It was also noted, that while the agenda items for the CTC are set by the ICC Board, it is entirely up to the CTC to determine if a code change(s) is warranted. The CTC will review all code changes prior to submittal to ICC.

**4.3 CTC Board approved areas of study**

In accordance with Section 3.1 of CP #5, the areas of study are approved by the ICC Board. For the most

part, with the exception of the area of study entitled IBC Coordination with ADAAG, the areas of study are issues which have been debated in the code change arena. Many of the issues debated are issues that have been debated in numerous code change cycles. Areas of study Carbon Monoxide Detectors and Climbable Guards are areas that were recommended for study by the IRC B/E Code Committee.

## **5.0 CTC Going Forward**

### **5.1 Discussion on the establishment of CTC meeting agendas**

The meeting agendas, including prioritization of Board approved areas of study, will be determined by the CTC and posted with advance notification in order for interested parties to know which areas of study will be discussed for a given CTC meeting. Agendas will be posted on the ICC website and there will be an interested party email distribution list that will serve as the vehicle to inform interested parties of CTC postings.

### **5.2 Discussion on the rules and procedures for conduct of CTC meetings**

Generally, Roberts Rules of Order will be followed, but it was emphasized that the CTC meetings will be conducted with as much flexibility as possible in order to solicit input from interested parties. Ultimately it will be the CTC committee who determines when to solicit and allow input from interested parties.

The committee discussed the role of the Chair. Chair Heilstedt reserved the right to vote on motions but indicated he will not vote on motions where his vote creates a tie, causing the motion to fail.

It was noted that the CTC membership currently included one alternate. Alternates are permitted in accordance with Section 4.1 of CP #7. Committee members wishing to nominate an alternate can do so, subject to approval by the Steering Committee on Councils which serves as the CTC appointing authority. Alternates can participate in committee discussion but are permitted to vote only when the primary member is not present.

For those CTC meetings which include a public hearing in accordance with Section 4.6.5 of CP #5, the public hearing will normally be held prior to other area of study agenda items. In every case a firm public hearing starting date and time will be announced in advance.

### **5.3 CTC report production**

The activity of the CTC will be reflected in a draft report(s) that will serve as the interim work product of the committee. These reports will culminate in a report of recommendations, approved by the CTC. Following the issuance of report, a public hearing will be held. This will be followed by a report of a public hearing to be submitted to the ICC CEO, followed by submittals to the ICC code/standard development process as deemed appropriate by the ICC CEO.

### **5.4 Process for consideration of new areas of study**

CP #5 does not outline the procedure for having new areas of study added to the CTC agenda. The CTC prefers that consideration of new agenda items be brought to the CTC first, for discussion, who in turn would forward a CTC recommendation to the ICC Board or other appropriate body. Such proposed new areas of study are to be accompanied by a proposed Scope and Objective and Workplan. The priority of newly approved areas of study will be determined by the CTC.

### **5.5 Public Postings (New)**

The CTC activities will make extensive use of the ICC website for posting public information. The website is located as follows:

[www.iccsafe.org](http://www.iccsafe.org)

Codes and Standards

Committees & Councils

Scroll down to "Other Codes & Standards Committees"

Link at "CTC"

Public postings, including draft reports, minutes, agendas, meeting notices and resource documents either

in the public domain or for which permission to produce beyond fair use will be posted on the public website. If a resource document is not posted on the public site, the posting will be limited to identification of the document.

## **6.0 Develop Scope & Objectives (S&O) of Board approved areas of study**

For each area of study, a CTC committee member has been assigned the role of “coordinator”. The coordinators role is one of acting as the point person on the activity by keeping track of the status of the effort and securing the relevant resource documents.

### **6.1 Carbon Monoxide Detectors**

S&O completed (attached). Marty Conant agreed to serve as the coordinator.

### **6.2 Climbable Guards**

S&O completed (attached). Ron Nickson agreed to serve as the coordinator.

### **6.3 Balanced Fire Protection**

A discussion of Draft 1 (attached) of the S&O as well as a lengthy discussion on the topic in general ensued. During the discussion of this item, it was noted that based on the draft S&O, the activity would require a significant investment of time and possibly even a financial commitment. Similar activities in Canada have been on-going for years. The development of a decision support mechanism to assist in resolving questions (noted on 2.0 of the draft) is a worthy objective, but realistically may not be achievable in a reasonable timeframe. A decision support mechanism for determining an acceptable balance is rooted in the need to establish a baseline acceptable level of risk.

Questions arose such as: How do you quantify the risk versus the benefit? What is the problem we are trying to solve? Didn't the IBC drafting committee consider such issues in the development of the IBC? Does the current code change process provide an adequate forum to have the issue of balanced fire protection adequately considered on a case-by-case issue based on the code change proposed? Does the IBC permit too many active fire protection trade-offs when one considers the need for adequate passive fire protection features? Are the number of trade-offs reasonable in the IBC when compared to those permitted by the legacy codes?

It was suggested that the CTC be a forum to perform an investigation of balanced fire protection issues as they relate to specific provisions in the current IBC. In effect, it will be an investigation of identified IBC provisions as to whether or not the provisions are justified. This was viewed as consistent with the original charge by the ICC Board where the area of study indicates that the investigation should include “an investigation of the requirements in the code” as they relate to the issue of balance fire protection.

It was concluded that this issue warrants further discussion. Not all the interested and affected parties may be present at this first meeting of the CTC. Further discussion will occur at next meeting of the CTC, on July 25-26, 2005.

Action items for July 25-26 meeting.

1. The original draft of the S&O will be posted with advance written comments welcome.
2. Interested parties will create a sample of a side-by-side comparative matrix showing the code requirements that are balance fire protection related. The matrix will include the code requirements in the IBC, compared to the comparable requirements in the 3 legacy codes. It was noted by the CTC that the final approval of the comparison rests with the CTC.
3. Staff will assemble a sampling of code changes submitted since the 2000 IBC on the subject of balanced fire protection.

Brian Mecham agreed to serve as the coordinator.

#### **6.4 Day Care/Adult Care**

S&O completed (attached). Steve Jones agreed to serve as the coordinator.

#### **6.5 Emergency Evacuation with Elevators**

S&O completed (attached). Jeff Tubbs agreed to serve as the coordinator. This activity will be coordinated with ASME's Workshop on Use of Elevators in Fires and Other Emergencies as well as NIST's World Trade Center investigation as it relates to elevator use in emergencies.

#### **6.6 IBC Coordination with the New ADAAG**

S&O completed (attached). Marsha Mazz agreed to serve as the coordinator.

### **7.0 Develop CTC Work Plan**

#### **7.1 2006/2007 Code Development Cycle**

It was noted that the goal was to have reports finalized, hearings completed and code changes developed for areas of study which could be reasonably completed by the 2006/2007 code change deadline of March 24, 2006. Based on the work plan indicated in 7.2, Carbon Monoxide and Climable Guards are activities scheduled for completion by the code change deadline.

#### **7.2 Timeline - Short and long term**

##### **WORK PLAN**

For the work plans noted, research documents are to be compiled by the coordinator and sent to the staff liaison in advance - preferably a minimum 30 days in advance in order to have them posted on the website.

##### Meeting #2 July 25-26 in Chicago

Working Meeting: Carbon Monoxide Detectors and Climable Guards.

Status Report: Report on status of ASME's Workshop on Use of Elevators

Balanced Fire Protection: Further discussion of S & O and items noted in Item 6.3.

Action Items:

Carbon Monoxide Detectors: Wendy Gifford with Invensys to submit resource documentation.

Climable Guards: Ron Nickson to contact Elliott Stephenson in order to acquire resource documentation.

Balanced Fire Protection: See Item 6.3.

##### Meeting #3: September 22-23 in Detroit

Public Hearing: Carbon Monoxide Detectors

Working Meeting: Climable Guards, Day Care, complete S&O on Balanced Fire Protection

Action Items:

Day Care: Steve Jones to assemble a matrix of relevant information, including: age; hours of operation; required supervision; licensing; FHA; etc.

##### Meeting #4 : December 1-2 in Las Vega (Orleans Hotel?)

Public Hearing: Climable Guards

Working Meeting: IBC\_ADAAG Coordination

Action Items:

IBC\_ADAAG: Marsha Mazz to facilitate having a comparative matrix completed.

##### Meeting # 5: February 2-3, 2006 in Orlando

Public Hearing: Day Care

### **8.0 New business**

None

### **9.0 Next meeting**

#### **9.1 Assignments**

See 7.2

**9.2 Date/location**

See 7.2

**10.0 Adjourn**

Chair Heilstedt adjourned the meeting at approximately 11:30 am on Friday, April 15<sup>th</sup>.

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**Interested Party Attendees**

<u>Name</u>	<u>Company</u>
C.W. Beile	Allied Tube & Conduit
Paul Coats	American Forest and Paper Association
David Collins	American Institute of Architects
Wendy Gifford	Invensys Controls
Bob Kelly	Vinyl Siding Institute
Vickie Lovell	Intercode, Inc.
Pat McLaughlin	McLaughlin & Associates
Jim Messersmith	Portland Cement Association
Jake Pauls	Consulting Services in Building Use and Safety
Bret Penrod	Pilkington
Al Ramirez	Underwriters Laboratories Inc.
Elaine Thompson	Allied Tube & Conduit
Rick Thornberry	The Code Consortium, Inc.
Robert Wills	American Iron and Steel Institute
Thom Zarembo	Pilkington