



**INTERNATIONAL
CODE
COUNCIL®**

**EXISTING BUILDING SAFETY – A GUIDELINE FOR INSPECTION
GUIDELINE DEVELOPMENT COMMITTEE**

Tuesday, February 13rd, 2024
2:00 – 3:30 pm Eastern

MS TEAMS VIRTUAL MEETING

Meeting ID: 246 315 698 745

Passcode: LVvn4M

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MEETING AGENDA

1. Roll Call:

a. Committee:

Sergio Ascunce		Phil Line	
John Catlett		Steve Orłowski	
Dwayne Garriss		Don Scott	
Mark Graham		Gus Sirakis	
Jennifer Goupil		Steve Szoke	
Bryan Holland		Kenneth Wagner	
Ryan Kersting			
A quorum requires 7 in attendance.			

b. ICC Staff:

2. Meeting Conduct:

a. Identification of Representation:

i. [Council Policy 7](#)

1. Sections 5.1.10: Representation of Interests
2. 7.2: Representation of Interests/Participation

b. Ethical Conduct:

[Code of Ethics](#): ICC advocates commitment to a standard of professional behavior that exemplifies the highest ideals and principles of ethical conduct which include integrity, honesty, equity, professional conduct and fairness while participating in ICC activities.

- c. Antitrust Compliance Guideline:
 - Council Policy 50 [Antitrust Compliance Guideline](#)
- 3. Previous Meeting Minutes Review and Approval
 - a. Meeting Minutes January 23, 2024
- 4. Outstanding Items from Previous Meeting:
 - a. Service-Life (Julie Furr).
 - b. Planning/Documentation (Michael Fillion).
 - c. Updated scoping comments (Heather Anesta).
- 5. Review and discuss the draft guideline items:
 - a. Visual Assessment vs. operational or testing of equipment:
 - i. Section 6.4: Operational and Testing equipment
 - ii. Section 6.7: Testing of equipment.
 - iii. Section 6.3: Figures from ASTM standards necessary?
 - iv. Section 3 Condition Assessment. Visual assessment vs. operational and testing.
 - v. Section 1.1 (General): Visual Assessment vs “simple” operational or testing of equipment.
 - vi. Title: Document Title Consistency.
 - b. Section 1.1 (Paragraph 2): Levels of Condition Assessment.
 - c. Section 1.4.6: Do we need a specific purpose statement in the Electrical section?
 - d. Section 1.4.6: Term “non-code-compliant”.
 - e. Section 2: Title of Section is Scope/Responsibility, we added a “Scope” Section (1.2).
 - f. Section 3: Safe with a repair and maintenance program: Do we need to keep definition?
 - g. Section 3 Temporarily Unoccupied: Do we need this definition?
 - h. Section 4.1.4.2: We need a lead-in/conclusion for this paragraph and tie to environmental table, Section 4.1.1.1, or other.
 - i. Section 4.1.5: Milestone assessments in the IPMC?
 - j. Table 4: Foot and other notes clean up.
 - k. Section 5.3 More detail regarding recommendations?
 - l. Section 7: Add CO into document “laundry list”?
 - m. Appendix A: Add building permit to list.
 - n. Appendix A: Add As-Built Drawings to list.
 - o. Appendix B: Delete RDP in copies of assessment results.
 - p. Appendix E: Confirm all element in flowchart have provisions in guideline (orange circles w/ pointers).
 - q. Appendix E: Update/Size/Format.
 - r. Appendix F: Transition schedule, updated for the 15 vs. 30-year intervals; confirm.
- 6. Schedule Future Meetings
- 7. New Business
- 8. Good of the Order
- 9. Adjourn