



**INTERNATIONAL  
CODE  
COUNCIL®**

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

**Tuesday, February 22<sup>nd</sup>, 2024**  
2:00 – 3:30 pm Eastern

**MS TEAMS VIRTUAL MEETING**

Meeting ID: 266 515 150 093

Passcode: BCTYF8

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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 February 13, 2024
4. Tabled Items from the Previous Meeting:
  - a. Section 5.3: More detail regarding recommendations?
  - b. Appendix A: Add building permit to list.
  - c. Appendix A: Add As-Built Drawings to list.
  - d. Appendix B: Delete RDP in copies of assessment results.
  - e. Appendix E: Confirm all element in flowchart have provisions in guideline (orange circles w/ pointers).
  - f. Appendix E: Update/Size/Format.
  - g. Appendix F: Transition schedule, updated for the 15 vs. 30-year intervals; confirm.
5. New Items from Last Meeting Tabled:
  - a. Mandatory vs. Non-Mandatory language (Bonnie Manley).
  - b. Flowchart Update and Comments (Steve Orłowski).
  - c. Edits and Comments (Sergio Ascunce)
  - d. "Milestone" references in document (Julie Furr).
6. Update on Items Assigned at Last Meeting:
  - a. Planning/Documentation (Michael Fillion, Ryan Kersting, Don Scott).
  - b. Preface/Scope (Heather Anesta and All).
  - c. Visual Assessment vs. operational or testing of equipment (Kevin McOsker, Julie Furr)
  - d. 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 (Julie Furr, Steve Szoke)
  - e. Table 4: Foot and other notes clean up (Dwyane Garriss).
7. New items for consideration.
8. Schedule of Future Meetings:
9. Good of the Order
10. Adjourn