



**INTERNATIONAL
CODE
COUNCIL®**

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

Tuesday, July 25, 2023
2:00 – 3:30 pm Eastern

MS TEAMS VIRTUAL MEETING

Meeting ID: 293 801 643 784

Passcode: rKmpZC

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MEETING MINUTES

1. Roll Call:

a. Committee:

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

b. ICC Staff:

Kevin McOsker
Karyn Beebe
Dorothy Mazzarella

c. Interested Parties – Attended

2. Meeting Conduct:

a. Identification of Representation:

b. Ethical Conduct:

c. Antitrust Compliance Guideline (Council Policy 50 [Antitrust Compliance Guideline](#))

3. Previous Meeting Minutes Review and Approval

a. Meeting Minutes June 26, 2023.

A motion to approve was made and seconded; a unanimous vote to approve the minutes of the June 26th meeting.

4. Updates from the Groups:

a. Structural – Ryan Kersting

The structural work meeting was on July 11th, Ryan recognized all the participants in the meeting, both committee and interested party members. The group was concerned about how far the condition assessment was expected to be addressed in the guideline, up to and possibly including structural engineering analysis. The group wants to address the purpose and scope in terms of their expectations for the guideline. In addition, a concern that the language should not task design professionals to provide an opinion beyond the scope of the assessment. A question about how the ICC-1500 standard and this guideline's connection to the IPMC.

Ryan noted that several individuals provided some “redlined” comments regarding the draft, but need to address scope and purpose before they would finalize any drafted changes to the document.

Dwyane and Kevin discussed the intent of the document as a guide for state or local authorities to build an inspection ordinance or regulation from this document. The guideline is intended to be a reference document to the IPMC; the code development process is nearly complete for 2024 it can only be a guideline for the upcoming code. ICC has reserved through ANSI the ICC-1500 designation for the development of a more robust and detailed standard for existing building inspection, based on this document. The intent of the guideline would be a visual assessment of the structure, with possibilities to consider an intermediate position between safe and unsafe. The structural group has concern about declaring a building safe from a liability perspective. Additional language may be necessary to address scope, expectation, and the breadth of the assessment in this guideline. Kevin noted that the structural inspection scope included in the first draft was copied from the IPMC and didn't intend for structural analysis to be performed as a function of the early draft.

If any of the work groups has an issue outside the assignments identified on the matrix, they should comment or suggest modifications to the document. The matrix was a first attempt to look at the entire document and, as a minimum, make sure every section is being considered by the work groups.

b. Building Elements – Sergio Ascunce

The Building Elements meeting was also on July 11th and Sergio recognized the BE work group members. This work started editing the document and has the document

available on the Microsoft Teams Channel for review. The group is proposing a significant change to Table 4.1 (Structural, Envelope, and Electrical Inspection Frequency) to include material type and environmental factors. They also looked at some significant upgrades to the scope of fenestration inspections. In addition, they want to consider life expectancy and replacement cost for building elements. There was conversation about how we might incorporate standards either in whole or in part to the standard, as needed. This is an option for the committee.

c. Scope/Implementation – Dwayne Garriss

The Scope/Implementation Work Group also met on July 11th. Dwayne also identified the contributors to the modifications. The group proposed to take some of the introductory language and move it to the Purpose and move some of the language in the Purpose to the Introduction. The group is proposing additional criteria for an existing building inspection program including age, construction type, construction materials/methods, and history of environmental hazards and other events that may have impacted the building. More responsibility was added to the owner as proposed by the group. This group considered a definition for “safe with a repair and maintenance program” modeled after process in New York City, the potential to consider an intermediate status between safe and unsafe. And this group is looking at how a vacant building might be different from an occupied building, but still needs to consider other details.

5. Microsoft Teams Channel

Kevin provided the Teams Channel link and the security code and offered the tool to post documents and have “chat” type communications with the other members of the group. The committee members, ICC staff, and the interested parties are all included in the chat. It was agreed not to edit any document within the team’s channel w/o renaming the document, with a name so we know made the modifications.

Link:<https://teams.microsoft.com/l/team/19%3a1RjvX17BaFjukHdkT9db46KPxcxwcEzYaYLaMAVJgDg1%40thread.tacv2/conversations?groupId=76c16270-975e-400c-9f57fd22eb762ada&tenantId=173eec12-7e3d-46d0-b83f-5a74246b3037>

Team code: glwufq0

6. Schedule of Upcoming Meetings:

The committee agreed to allow the work groups to continue the work they are doing on the specific areas and reconvene the main group on August 22nd.

~~July 11, 2023 – Tuesday~~

~~July 25, 2023 – Tuesday~~

~~August 8, 2023 – Tuesday~~

August 22, 2023 - Tuesday

September 5, 2023 - Tuesday

September 19, 2023 - Tuesday
October 3, 2023 - Tuesday
October 17, 2023 - Tuesday
October 31, 2023 - Tuesday
November 14, 2023 - Tuesday
November 28, 2023 - Tuesday
December 12, 2023 – Tuesday
December 26, 2023 – Tuesday

*All meetings scheduled for 2:00 pm ET_unless otherwise noted.

7. New Business

Kevin discussed the opportunity to bring the work of the guideline committee to the Government Relations presentation at the ICC Annual Business Meeting in early October. Kevin and Dorothy Mazzarella are presenting on the Existing Building Inspection issues at the ABM. If the guideline is ready for public comment, we might get some feedback from the membership. The plan is to provide as much information at the ABM as possible regarding the guideline draft.

8. Good of the Order

None.

9. Adjourn

Meeting adjourned at 3:27 pm ET