



**INTERNATIONAL
CODE
COUNCIL®**

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

Tuesday, November 14th, 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	
John Catlett	x	Steve Orłowski	
Dwayne Garriss	x	Don Scott	
Mark Graham	x	Gus Sirakis	x
Jennifer Goupil		Steve Szoke	x
Bryan Holland	x	Kenneth Wagner	
Ryan Kersting	x		
A quorum requires 7 in attendance.			

b. ICC Staff:

- i. Dorothy Mazzeralla
- ii. Kevin McOsker

2. Meeting Conduct discussed as follows:

- a. Identification of Representation
- b. Ethical Conduct
- c. Antitrust Compliance Guideline

3. Previous Meeting Minutes Review and Approval

- a. Meeting Minutes October 31, 2023 – Motion was made to approve with modification the modification was to delete the 2nd sentence, first paragraph, item 4a. regarding the

maintenance and periodic inspection, the motion seconded, unanimously voted to approved as amended the meetings of the October 31st meeting.

4. Review and discuss the consolidated draft committee draft guideline from the work groups.

Sergio Ascunce updated draft provided via email to Kevin McOsker. Sergio discussed the comment he sent over including (and edited during the meeting by the committee):

- Updates to the definition of Abandoned and Vacant Buildings with some additional adjustment by the committee. Further review of the term Abandoned Building may be warranted by the team.
- Two definitions still need to be updated.
- Vacant Buildings can be treated as regular buildings.
- Include the concept of the structural design, with the general parameters of the building.
- Some grammar and consistency of terminology was updated.

Bryan Holland mentioned:

- Section 1.3.6 deleted extra terms “with reasonable fashion” only in the Electrical Section and the “mention before” were deleted. The purpose statement in this section needs to be considered and possibly repeated in Section 1.2 (note added for committee review).
- Bryan suggested some editorial fixes in section 6.7

Mark Graham noted:

- The list on p. 13 needs to address no ponding on the roof, which should be Positive Roof Drainage (definition to be included) and added language from the IBC and/or IEBC. Mark will provide language offline.
- Section 5.2, Milestone Condition Assessment, regarding the contractor employing the design professional was flagged for the committee to consider.
- Some additional grammar corrections will be sent over.

Ryan Kersting mentioned:

- The structural group was looking at the concept of visual condition assessment vs. some of the other groups inspection list that appear to go beyond a visual assessment. For example, the envelope has three phases of inspections, Life Safety includes elements that are operational, electrical has some testing of circuits. Gus mentioned NYC has some tactile inspection of building elements. There might be some testing and operational characteristics for certain applications. The structural group will look at this item. Dwayne mentioned the discrepancy between operational and testing applications vs. visual observations.
- Table 4.1 Electrical was deleted and not included anywhere. The Electrical discipline was added to Table 4.3.
- The deletion of periodic condition assessment by the structural group in favor of a supplemental condition assessment. Tables 4.2 and 4.3 include periodic inspection, should this be Milestone Consideration assessment. We need to look at this as a committee.

- The structural group wants to keep the Milestone Inspection as an assessment but not be a recertification inspection. Dwayne mentioned possibly added a special note that the structural assessment is not be a recertification inspection. The question to the group (for the next meeting) maybe certain applications maybe periodically inspection and others a milestone assessment.
- Appendix C needs to be considered for consistency with the concept above. Since the inspection checklist are all title Milestone Inspections.

Dwayne asked for the draft of the document to be distributed after this meeting.

Kevin mentioned we need solve the multiple 4.1 tables and some of the scoping issues with visual assessment vs. the operation and testing observation before we go out to public comment.

Dwayne mention need to look at the Tables for the November 28th meeting.

Updated comments need to be sent to Kevin by close of business Thursday, November 16th for a second consolidate review. The updated document will be sent out on November 17th for a second review prior to the meeting on November 28th.

5. New Business – No new business was discussed.

6. Schedule of Upcoming Meetings:

~~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.

The group decided to cancel the December 26th meeting, due to the holidays.

7. Good of the Order

Nothing reported.

8. Adjourn – Meeting was adjourned at 3:21 pm ET.