



**INTERNATIONAL
CODE
COUNCIL®**

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

Tuesday, February 27th, 2024
2:00 – 3:30 pm Eastern

MS TEAMS VIRTUAL MEETING

Meeting ID: 266 515 150 093

Passcode: BCTYF8

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MEETING MINUTES

1. Roll Call:

a. Committee:

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

Note: Steve Szoke arrived late; Sergio Ascunce left early.

b. ICC Staff:

- i. Dorothy Mazzarella
- 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 motion was made and seconded to approve the meeting minutes from February 22, 2024; the date was corrected; however, the draft minutes listed the day as Tuesday, which was corrected to Thursday. Voted unanimously to approve with the noted correction.

4. Update on Items from the Last Meeting:

- a. Mandatory vs. Non-Mandatory language.

The document was updated to be consistent between mandatory and non-mandatory language. An update document was provided to the group on Friday, February 23rd via email. Some mandatory language was considered appropriate (licensed professionals, obtaining permits, etc...). This work was accepted by the group.

- b. "Milestone" references in document.

The document was updated to reflect the periodic assessment vs. the former term, milestone inspection, in earlier drafts. The milestone term was used in some locations in the draft and needed to be updated. An updated document was previously provided to the group and accepted.

- c. Flowchart Update

Steve Orłowski had previously updated the flowchart; the work is correct with one exception for a reference section number. Once the draft is finalized, Steve will make the minor editorial update.

- d. Building Types Subject to Guideline/AHJ language

All the sections that address scope for which buildings may apply to the guideline were provided to the committee to ensure that we have the necessary language for the guideline user. No improvement to the draft was suggested at this time.

5. Tabled Items from the Previous Meeting:

- a. Visual Assessment vs. operational or testing of equipment (Kevin McOsker, Julie Furr)

An overview of the potential changes to the guideline to address the visual assessment vs. operational or testing of equipment draft was provided. The issue was provided to Heather Anesta, which provided some additional thoughts with respect to the scope language in the guideline. The term deterioration was added as noted. Julie noted that a reference to the IEBC needs to be included with the IPMC and IFC. The new language was developed in the meeting. The revised language will be updated in the guideline.

- b. 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)

Chair Garriss updated the lead-in sentence for this section and provided the draft in the meeting. Julie and Steve's comments were provided in the Friday draft and discussed as well. Julie and Steve's changes were suggested as the correct language needed for this section.

- c. Table 4: Foot and other notes clean up (Dwyane Garriss).

Dwayne provide an overview with respect to the footnotes, bullet points, etc. for the final version of Table 4. The one element from the bullet list is now provided in Section 6. No concerns were addressed in the meeting, the footnotes and other language discussed will be included in the next draft.

6. New items for consideration.

- a. Update Transition Appendix - Sergio

Sergio's update was considered and will be included in the next draft.

- b. Julie Furr additional edits

Based on the document provided prior to the meeting, an overview by Julie of the modifications proposed. The title will not change as previously discussed.

The "indication of conditions" was proposed to be modified to "potential conditions", in Section 1.4.1. This was provided structural group previously. In addition, a condition where other, non-structural, unsafe conditions may exist and how this might be addressed in the assessment. It was decided to go to public comment with the language originally proposed, with the idea of considering these issues as we respond to public comments.

A comment regarding the phrase "remediation of structural distress will always require a structural evaluation..." since it may be replacing the element without an evaluation. No language was provided.

Several definitions don't agree with the IPMC, IBC, IEBC and possibly consider referencing the definitions in the codes as opposed to repeating them. An update to the definition of dangerous was made in the 24 IBC that is reflected in the proposed modifications. Nominal Loads are not used in the document and is not necessary to be included. The committee would prefer the IBC as the primary document for definitions.

c. Appendix A (Michael Fillion)

Michael proposed the remaining commentary regarding research, documents and interviews should be in Appendix A. This information will be included in the next draft.

d. Jennifer Goupil Edits

The edits provided by Jennifer were provided in the email prior to the meeting. Although, mostly seems to correct and improve language. Chair Garriss volunteered to confirm that the language does not change the document. Kevin will check with Jennifer.

e. Heather updates

Heather provided additional updates to the document to section 1.1 which is a clean-up. The modifications proposed by Heather will be included in the next draft.

f. Public Comment Draft

The Chair asked the group to consider whether an additional review draft is necessary or if the modifications discussed can be updated and go to public comment. A motion to update the draft and send out for public comment was made by John Catlett and seconded by Mark Graham. Discussion from Ryan Kersting appreciated the efforts of the committee and interested parties but would like to consider a review compiled draft. It was noted that anyone could make a public comment. Voted to approve the release of the document for public comment upon compilation of the guideline by ICC staff. Vote approved: 4-2.

7. Schedule of Future Meetings:

The next meeting will be determined via a doodle poll after the public comment period is set.

8. Good of the Order

The Chair noted the monograph for the code hearings was posted yesterday.

The Chair thanked everyone for their efforts.

9. Adjourn – the meeting was adjourned at 3:40 pm ET.