



ICC (ASC A117) CONSENSUS COMMITTEE ON ACCESSIBLE AND USABLE BUILDINGS AND FACILITIES

A117.1 Committee Minutes #79

Thursday, July 17, 2025

12-4 Eastern

Chair: Ken Schoonover

Vice-chair: Gina Hilberry

Secretariat: Karl Aittaniemi; kaittaniemi@iccsafe; 888-422-7233, Ext. 4205

Please send requests for accommodations to Karl at least 5 business days before the call.

Committee members:

Chair: Kevin Brinkman, NEII, Principal – Ken and Gina unable to attend. Kevin voted temporary chair unanimously.

Jessica Archer, TGT, alternate

Tara Barthelmess, NCOSFM, Principal

Gene Boecker, Cinema United, Principal

Shannon Chasteen, AEMA, Principal

Bill Conner ASTC alternate

Daniel Dain, AIA Principal

Glenn Dea, International Sign Association, Principal

Kaylan Dunlap, DREDF, alternate

Tony Gambrall, BHMA, Alternate

Brad Gaskins, NACS, Principal

Alan Gettelman, Individual member

Jenifer Gilliland, WABO, Principal

John S. Gonzalez: ICC (Alternate)

Kim Goss, Accessibility Professionals Association, Alternate

Greg Guarnaccia, Illuminating Engineering Society (Principal)

Dennis Hall, CSI, Principal

Sandy Hanebrink, American Occupational Therapy Association, Principal

Luisa Janssen, Cinema United, Alternate

Robert Kelly Montgomery County Principal

Carolyn Majowka, VBCOA, Alternate

Marsha Mazz, United Spinal Association, Principal

Jeffrey Munsterteiger, NAHB, Alternate

Daniel O’Gorman ASPE Principal

Kimberly Paarlberg, ICC, Principal

Jake Pauls, Individual Member

Lucy Pereira, International Sign Association, Alternate

Eric Powell, NEII, Alternate

Sarah Presley, US Access Board, Alternate

Hope Reed, Alternate New Mexico Governor's Commission on Disability
Kurt Roeper – Builders Hardware Manufacturers Assoc. Principal
Ed Roether, Individual Member
Stan Ross NM Governor's Commission on Disability, Principal
Josh Schorr, US Access Board, Principal
Jessica Schrader, SEG, Principal
Leslie Shankman-Cohn, ASID, Alternate
Pat Sheehan, ACB, Principal
Koni Sims, ACB, alternate
Ed Steinfeld, RESNA, Principal
Kyle Thompson, PMI, Principal
John Torkelson, Accessibility Professionals Association, Principal
Jonathan White, RESNA, Alternate
Scott J. Windley, Department of Housing and Urban Development, Alternate
Mary Winkler, ASSP, Alternate

Interested parties:

Michael Grochola, MAP Strategies
Thomas Hirsch, FAIA Hirsch Group Architecture
Jeff Yanke, Evan Terry Associates

A. Logistics

- 1) Minutes for 6-5-2025, Agenda for 7-17-2025 were approved
- 2) Work groups –
 - Terminology/Editorial – task group approved by consensus vote. Marsha Mazz to chair. Meeting Sept. 7, 21, Oct. 5, 19, Nov. 2, 16, 30, Dec. 14, 2023; Jan. 11, 25, Feb. 8, 22, March 7, 21, April 4, 18, May 2, 16, 30, June 13, 27, July 11, 25, August 8, 22, Sept. 5, 19, Oct. 3, 17, 31, Nov. 14, Dec. 12, 2024; Jan. 9, 23, Feb. 6, 20, March 6, 20, April 3, 17, May 1, 15, 29, June 12, 26, July 10, 24, August 7, 21, Sept. 4, 18, 2025
 - Scoping – Wednesdays from 1-2 Eastern; Thru Sept. 24, 2025.

B. Administrative items

- The comments on the 2nd draft are available at <https://www.iccsafe.org/icc-asc-a117-1/>
- Meeting dates for 2024 are: Jan. 4, 18, Feb. 1, 15, 29, March 14, 28, April 11, 25, May 9, 23, June 6, 20, July 18, August 1, 15, 29, Sept. 12, 26, Oct. 10, 24, Nov. 7, 21, Dec. 5, 2024.
- Meeting dates for 2025 are: Jan. 16, 30, Feb. 13, 27, March 13, 27, April 10, 24, May 8, 22, June 5 and 19, July 17, 31, August 14, 28, Sept. 11, 25, 2025
- The July 19, 2025 meeting was cancelled due to conflicts with other conferences and federal holidays. No meeting on July 3, 2025. The next meeting will be July 17, 2025.

C. ICC A117.1 development procedures –

- Kim Paarlberg reported on the ICC code change process. The deadline for comments was July 15, 2025. There are proposals related to Group Homes in the IEBC and peepholes in the IBC.
- Karl Aittaniemi reported on the ANSI audit. A response was made to all questions from the auditor. The next meeting will be July 22th.
- Marsha Mazz reported on the work of the editorial committee regarding edits and figures. There will be an editorial report for the committee. Any editorial comments officially voted during previous meetings will not be included in the report.
- Kim Paarlberg reported on scoping work group. Moving to residential later.
- Review of comment received to 2nd draft ballot

D. Review of Proposals:

The following proposals were discussed during the calls. See the report for any official committee reasons and final actions. Any items remaining on the agenda will roll to the next agenda.

06-33-2021(4) –
 2-BC1 & 2-BC2 – Remove ‘where provided’ 26-0-2
 2-BC3 – AM, add 604.10.3- 22-0-2
 2-BC4 – AM – 15-5-2

06-40-2021(3) – hold for July 31

06-53-2021 –AM 21-4-2
 06-58-2021 – AS 10-4-3
 06-82-2021 – AS 15-3-3

06-84-2021(2)- tabled for July 31 for participation from Amy Carpenter and Maggie Calkins

E. New business – The following was notice during the processing of the committee decisions for this meeting.

F. Future meetings:

1. Calls will be every other Thursday, from Noon to 4:00 pm Eastern.
 - a. Meeting dates for 2025 are: Jan. 16, 30, Feb. 13, 27, March 13, 27, April 10, 24, May 8, 22, June 5 and 19, July 17, 31, August 14, 28, Sept. 11, 25, 2025
2. Information on the meetings and development of the 2023 edition of the standard will be posted at [ICC A117.1 webpage](#)
3. Any questions contact Karl Aittaniemi; kaittaniemi@iccsafe; 888-422-7233, Ext. 4205

G. Adjourn – Meeting was adjourned at 4:00