



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

**A117.1 Committee Minutes #82
Thursday, Sept. 11, 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: Gina Hillberry, Ken Schoonover

Kori Allen, Little People of America, Principal

Doug Anderson, AHLA, Principal

Angeline Aradanas-Hall, ASID, Principal

Tara Barthelmess, NC OSFM, Principal

Billie (Beezy) Bentzen, AERBVI, Principal

Gene Boecker, Cinema United, principal

Kevin Brinkman, NEII, 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)

Greg Guarnaccia, Illuminating Engineering Society (Principal)

Dennis Hall, CSI, Principal

Sandy Hanebrink, AOTA Principal

Gina Hilberry, Vice-Chair, UCP, Principal

Luisa Janssen, Cinema United, Alternate

Robert Kelly Princi[al Montgomery County

George Lim SEGD Alternate

Simon Majarian, SEGD, Alternate

Carolyn Majowka, VBCOA, Alternate

Marsha Mazz, United Spinal Association, Principal

Jeffrey Munsterteiger, NAHB, Alternate

Daniel O’Gorman, ASPE, Principal

Kimberly Paarlberg, ICC, Principal

Barbara Padilla, AHLA, Alternate

Jake Pauls, Individual Member
Lucy Pereira, International Sign Association, Alternate
Kenny Peskin, International Sign Association (Alternate)
Eric Powell, NEII, Alternate
Sarah Presley, US Access Board, alternate
Kurt Roeper – Builders Hardware Manufacturers Association – Principal
Nathan Roether, United Spinal Association, Alternate
Stan Ross GCD Principal
Pam Schooler, PE NC OSFM, Alternate
Jessica Schrader, SEG D, Principal
Leslie Shankman-Cohn, ASID, Alternate
Pat Sheehan, ACB, Principal
Nicole White, RESNA, Alternate
R Duane Wilson, ASTC, Principal
Scott J Windley, HUD, Alternate

Interested parties:

Ronald D. Crouch, AIA, Moseley [moseleydesigns.com]
Hoyt Jeter, PE Principal Engineer City of Tacoma
Tami Kump, AIA, Knothe Bruce Architects
Matt Lescher, theACCESSpartnership
Ben Perreault, Bradley Company, LLC
Jeff Yanke, CASp, Evan Terry Associates

A. Logistics

- 1) Minutes for 8-24-2025, Agenda for 9-11-2025 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, Oct. 2, 16, 30, Nov. 13, Dec. 11, 2025
 - Scoping – Wednesdays from 1-2 Eastern; thru Dec. 17, 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, October 9, Nov. 6, 20, Dec. 4, 18, 2025. There will be no meeting on Oct. 23, 2025 due to ICC fall code change hearings.

C. ICC A117.1 development procedures –

Scoping – working on institutional and residential

Editorial – working on drawings; alternate text; final editorial review

I-codes – Posting Sept. 10, Conference Oct. 22-30

ANSI audit – Karl reported

D. Review of Proposals:

Scoping Appendix –

- Gina provided update on what the Scoping work group.
- Any questions or if you want to work with the scoping committee, contact Gina and Kim.
- The goal at this time would be to have a revised draft for the A117.1 committee to start review at the **Oct. 9, 2025** meeting.

Editorial –

- Scott Windley presented the editorial work group comment regarding consistent wording for blocking for grab bars and seats. Suggestions for deletion of ‘in walls’ and the reference back to the parent section as redundant. The editorial suggestion was approved by consensus with one negative vote. This will be included in the editorial report.
- Kim provided a preview of what the A117.1 committee will receive for the editorial report for proposed revisions.
- A final check of the report will occur at the Editorial work group meeting on Sept. 18, 2025. This will be distributed to the A117.1 committee so that the editorial report can be reviewed during the **Sept. 25, 2025** meeting.

Ballot –

- The review of the comments for the A117.1 standard 2nd draft are finalized at the August 14, 2025 meeting.
- The report of changes for the ANSI posting is completed. The next publication date is Sept. 26, 2025. There will be a 30 day period for public comment.
- Kim and Karl provide an overview of the final ballot and review for the committee.
 - The committee will receive an email with a ballot, an explanation letter, a legislative draft and a clean draft. The clean draft will indicate which sections were revised by the committee as actions to the 2nd ballot drafts.
 - The committee will have the opportunity to vote for approval of the committee action or to vote for disapproval of the committee action with comment. **There will be no option for additional modifications.**
 - **The deadline will be Oct. 26, 2025.**
 - Any negative comments from the committee or public comments will be sent to the committee to see if they wish to revise their vote. A successful negative vote would have the effect of disapproving the change, and moving the item to the next cycle for further study.

E. New business –none

F. Future meetings:

1. Calls will be every other Thursday, from Noon to 4:00 pm Eastern.
 - 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, October 9, Nov. 6, 20, Dec. 4, 18, 2025. There will be no meeting on Oct. 23, 2025 due to ICC fall code change hearings.
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 3:40.