



International Code Council

(Committee approved 7/1/20)

SIXTH COMMITTEE MEETING MINUTES

OFF-SITE AND MODULAR CONSTRUCTION COMMITTEE (IS-OSMC)

The sixth meeting of the ICC Off-Site and Modular Construction Committee (IS-OSMC) was convened on June 10, 2020 to continue the process of developing the ICC 1200 and ICC 1205 standards. The teleconference meeting was conducted via Webex.

1. Meeting Opening

- a. Opening remarks, objective of the meeting, and housekeeping:

Director of Standards and Staff Secretariat, Karl Aittaniemi called the meeting to order at 11:00 AM Central on June 10, 2020 and welcomed all committee members, ICC staff and interested parties.

- b. Quorum and membership review:

Mr. Aittaniemi called the roll of the IS-OSMC with the following members registering attendance. Mr. Aittaniemi noted that 8 of 14 committee members is required for a quorum in order to conduct business which was exceeded for the meeting.

NAME	IS-OSMC COMMITTEE MEETING			
	#3 03/11/2020	#4 04/27/2020	#5 05/20/2020	#6 06/10/2020
John Barrot [D]	X	X	X	X
Kenneth Bland [C]		X	X	X
Jeffrey Brown [H]		X	X	X
Vaughan Buckley [B]	X	X		X
Jay Daniels [A]	X	X	X	X
Tom Hardiman [D] VICE CHAIR	X	X	X	X
Nick Mosley [A]	-	X	X	X
Kelly Kelly [H]	X	X	X	X
Ryan McIntosh [B]	X	X		
Chuck Michalesko [A]		X		
Jonathon Paradine [H]		X	X	X
Dennis Pilarczyk Jr [C]	X	X	X	X
Norman Wang	X	X	X	X
Ralph Tavares [D]	X	X	X	X
David Tompos Sr [C] CHAIR	X		X	
TOTAL	10/14	14/15	12/15	13/15

- c. The meeting agenda was approved by the committee.

d. The meeting minutes from the May 20, 2020 meeting were approved by the committee.

2. Brief recap on work groups:

Mr. Aittaniemi presented and explained the current work groups and participants involved. Depending on the size of the work group, the frequency of the individual meetings should be scheduled in a way to maximize participation and complete action items. We continue to receive requests from individuals to be placed on the Interested Parties list. We now have over 100 individuals. IPs may request to be placed on a work group to maximize knowledge and experience in developing the standards.

A table that lists the committee members and interested parties that participate in the respective work groups is updated regularly and posted to the OSMC committee webpage. Each work group has a chair that speaks on behalf of the work group when updating progress to the committee. A vice chair is recommended. The chair should be a committee member, a vice chair may be an interested party. Anyone may participate on a work group. Work groups have access to the respective working documents and are able to offer comments on the text. The public will have an opportunity to comment when the standards are posted for initial public input as per ICC's ANSI Approved Consensus Procedures.

3. Work groups update to the committee:

Mr. Hardiman requested an update to the committee from the various work groups. The work group chairs updated the committee on progress to date.

Mr. Pilarczyk has addressed some comments from work group members and requested a new folder for the Definitions work group to centralize incoming comments.

Mr. Barrot and Mr. Hardiman discussed taking parts of the chapters that pertain to the entire standard and repositioning in Chapter 1 Administration. A request was made to allow general access of the work groups to the various work group folders.

Mr. Aittaniemi noted that a current version of the 1205 content based on technical content submitted by Mr. Tompos exists with formatting consistent with ICC Codes and Standards language. A document outlining suggested code language was posted in the various work group folders to offer guidance in the wording of new content. It is hoped it will reduce the amount of staff formatting time

Mr. Hardiman discussed future thoughts on how to reference Remote Virtual Inspections in 1205.

4. Next Meeting:

Due to recent ICC travel restrictions, it is anticipated that future committee meetings will be conducted by remote teleconference via Webex. ICC's Annual Conference scheduled for October has been cancelled. The committee agreed to have a standing webex scheduled in three week intervals with the next meeting scheduled for July 1, 2020. A standing meeting notice was posted and disseminated to the committee and IPs. The agenda for each meeting will reflect the particular parts of the standards development the committee wishes to discuss and will be posted prior to each meeting.

June 10, 2020

5. Other Business, Action Items & Adjournment:

The work plan was reviewed. It was stressed that the documents would need to be ready for publishing by Sept of 2021 in order to be ready for consideration at the Fall 2021 Committee Actions Hearing.

The action items from the meeting were summarized as follows:

<i>Add Comments folder to Definitions work group</i>	<i>Aittaniemi</i>
<i>Allow work group to work group OneDrive access</i>	<i>Aittaniemi</i>
<i>Research and advise committee at next meeting on referencing ICC 1400 in 1205 for remote virtual inspections.</i>	<i>Aittaniemi</i>

With no other questions or comments before the committee Mr. Hardiman adjourned the meeting at 12:45 PM CT.