



International Code Council

Solar Rating & Certification Corporation

COMMITTEE MEETING MINUTES

SOLAR THERMAL STANDARD CONSENSUS COMMITTEE ([IS-STSC](#))

A meeting of the ICC Solar Thermal Standard Consensus Committee (IS-STSC) was convened on March 14, 2025 to continue work on revisions to standard *ICC900/SRCC 300 Solar Thermal System Standard*. The meeting and project was conducted in accordance with [ICC's ANSI-approved standard development procedures](#).

1. Meeting Opening

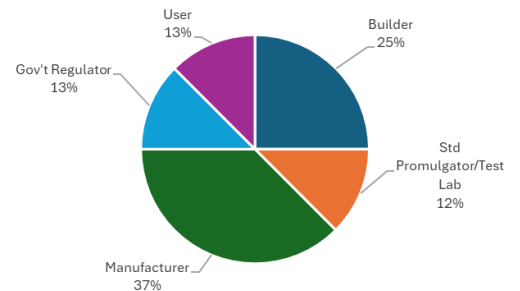
a) Welcome & Roll Call

Staff secretariat, Shawn Martin, welcomed the attendees and convened the meeting at 4:05 PM EDT.

b) Quorum and Membership Review

Martin called the roll of IS-STSC members with attendance recorded below.

Martin indicated that with 5/8 committee members present, the threshold of 5 for quorum had been met. All attendees are listed below.



NAME	4/17	5/15	5/29	6/26	8/16	11/21	3/14			
Adam Chrisman [B]	x	x		x		x	x			
Robert Grady [C]	x	x	x	x	x	x	x			
Jason Hall [A]		x			x					
Kevin Kalakay [H]	x	x				x				
Mitchell Ramseur [D]	x	x	x				x			
Al Rich [B] (vacated)		x				-	-			
Richard Horton [A]										
Henry Vandermark [B]	x	x	x	x	x	x	x			
Austin Zeller [A]	x		x	x	x	x	x			
TOTAL	6	7	4	4	4	5	5			
QUORUM	5	5	5	9	8	8				
Steve Harrison (QSBRI)				x		x	x			
Larry Kidd (Rheem)				x		x	x			
Chris Mobley (UL)					x					
Jeff Kleiss (Lochinvar)										
James Richards (SunBank)				x	x	x	x			
Joe Cain (SEIA)										
Isai Ayala (SRCC)	x	x	x	x	x	x				
Brendan Dermody (CSA)					x					
John Grose (Sensible)							x			
Kurt Tellez (SRCC)							x			

Ben Stinson (QSBRI)							x			
David Knight (Sensible)							x			
Gary Klein (self)							x			
David Springer (Frontier)							x			

Martin reported that the committee is currently out of balance and actively seeking applications for membership in every category except manufacturer (since there are already three in that category presently). An application was received from Mr. Ben Stinson late last year, and it is set to be considered by the ICC Board of Directors during an upcoming meeting in April. He encouraged any other individuals interested in applying to do so before the end of March to allow their applications to be considered at the same time.

c) Previous Meeting Minutes Review and Approval

Martin noted that while there was a working group meeting on 12/18 to review to discuss the possibility of further changes to the ICC 903/SRCC 500 standard, there was not quorum of IS-STSC members and no official action was taken. There had been no official meeting of the IS-STSC with quorum since 11/21. Martin requested any comments or changes for the minutes of the meeting conducted 11/21 and distributed to the committee shortly after. Chrisman made a motion to approve, seconded by Zeller. Motion was approved unanimously.

d) Agenda Review and Approval

Martin reviewed the draft meeting agenda for the 3/14/2025 meeting and requested feedback and comments. He suggested that the draft agenda in the meeting notice be revised slightly to merge item 2 and 3 to facilitate discussion. Chrisman made a motion to approve, seconded by Zeller. Motion was approved unanimously.

2. Schedule for Revisions to Family of Standards

Martin informed the committee that ANSI requirements specify that standards must be revised or reaffirmed at least once every five years. Therefore, the 2020 editions of the ICC 900, 901, and 902 must be either reaffirmed or revised in 2025. He addressed each in turn asking for discussion as needed.

1. ICC 901/SRCC 100: *Martin reported that the PINS to revise the standard were submitted to ANSI with a comment deadline of 1/26/2025. No formal comments received in response to the PINS. However, Martin reported that he had received informal feedback expressing interest in changing provisions related to PVTs, manuals and marking/labeling. He also suggested that the committee consider adopting the latest version of the ISO 9806 standard (being finalized) to maintain alignment with the EN 12975 standard and Solar Keymark. In the discussion that followed the consensus was that the standard should be revised next.*
2. ICC 902/PHTA 902/SRCC 400: *Martin indicated that the standard had not yet been opened for revision. It was first published in 2017 and then reaffirmed in 2020 to place it on the same schedule as the others. He indicated that no feedback had been received regarding proposed changes in the meantime. However, he did note that the standard was recently adopted in the 2025 California Energy Code, which will go into effect on 1/1/2026. After some discussion, the consensus was that the standard should be reopened to provide opportunities for revision. SM to reach out to PHTA to seek their input and provide opportunities for proposals and comments.*
3. ICC 903/SRCC 500: *After informal discussions during the meeting in December, it appeared that the committee did want to reopen and make a few minor revisions to the standard. SM assessed the opportunity to do this with ICC staff and learned that it was possible. He asked for any further*

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discussion regarding the option. The consensus appeared to be that the standard should be reopened and revised.

4. ICC 900/SRCC 300: *The revision of this standard is progressing with the comments on the first public comment draft to be discussed next. Martin suggested that work on the other standards to be reopened should be started after the comments are adjudicated. Then the 900 standard should be tabled while the others are completed so that it can reference the latest versions of 901 and 903. There was no objection.*

One attendee questioned what would happen with ANSI requirements if all were not finalized by the end of the year. Martin replied that as long as the revision process was moving forward, ANSI would not likely raise concerns if it drifted into early 2026. However, Martin indicated that it would be beneficial to have all of the members of this standard family on the same schedule.

Martin to communicate the committee's decisions to ICC staff for filing of PINS as needed. SM also to reach out to PHTA to seek their involvement in any update to 902.

3. Discussion of ICC 900/SRCC 300 Public Comments

Martin summarized the conduct of review of the First Public Comment Draft of BSR/ICC 900/SRCC 300. It was approved by the committee on 11/21/2024, launched on 12/4/2025 and was closed on 1/27/2025. He reported that a total of twelve comments were received. He also reported that while one was received two days after the closure, the decision was made to include it. The comments were listed in the Committee Action Report (CAR) where each was assigned a number, and the proponent, proposed text change and rationale was added in its entirety.

Mr. David Knight noted that he had submitted a comment, which was not included in the CAR. Martin researched it quickly and acknowledged the error, adding it to the CAR as comment number 13. He indicated that the CAR document would be circulated to all committee members and that Mr. Knight's comment would be properly adjudicated with all of the other comments.

- *Martin then described the process of adjudication. He stated that all comments must be adjudicated and voted on by the members of the IS-STSC. Each would be considered and voted upon. The voting options are: Approve As Submitted (AS) – The change suggested by the commenter is approved in its entirety as submitted.*
- *Approve As Modified (AM) – The change proposed by the commenter would be revised in some way by the committee, and then approved. A technical reason statement for the change must be provided.*
- *Disapprove (D) – The change proposed by the commenter is disapproved in its entirety. A technical reason statement for the disapproval must be provided.*

The comments may be considered in any order but all must be considered. A comment under discussion may be tabled to address another comment first, but all tabled comments must eventually be adjudicated. For each, a motion is made by a member of the committee. If seconded, the motion then moves to discussion. If a second is not received the chair may call for a new motion. In order to approve a motion, a simple majority of the members present is needed.

Upon completion of adjudication of each comment, the CAR is then put to a ballot among all members of the IS-STSC. At the same time, commenters are notified of the outcome of adjudication and asked if it satisfies their concerns. If not, they are provided with the opportunity to supply additional/new information regarding the comment. This is then recirculated to the members of the committee to allow them the opportunity to change their vote on the CAR Ballot. The CAR Ballot must receive a positive vote from 2/3 of the committee members for approval. If it is not approved it must be reopened and revised and reballoted.

Martin noted that while only the IS-STSC members are permitted to vote, ICC's usual practice is to allow non-members to participate in the discussions regarding comments. And if the commenter is present, they are invited to introduce their comment. This is subject to the discretion of the chair, however.

Chairman Adam Chrisman began discussions on the comments with Comment 1-01, provided by Mr. David Springer from Frontier Energy. Since Mr. Springer was present on the call, he was invited to introduce it. Mr.

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Springer provided a short introduction. Mr. Chrisman then noted that all comments submitted pertained to the same sections and topic. Therefore he suggested a general discussion regarding the general topic, which would then inform the adjudication of each. Mr. Grose suggested that Comment 1-09 from Mr. Gary Klein might be a good representative comment for that discussion.

The discussion then proceeded with statements from committee members, attendees, and other commenters in attendance. Along the way, Mr. Klein, who was responsible for Comment 1-09, joined the call and was provided with the opportunity to introduce his comment.

At approximately 5:00 EDT, one of the IS-STSC members had to leave the call, at which point a quorum was lost, as noted by Martin. While the discussion continued, Martin noted that it would not be possible to formally vote to adjudicate the comments without a quorum.

At approximately 5:30 Chairman Christ suggested that the meeting be adjourned and reconvened later to complete the discussion and vote (provided a quorum is present). Martin indicated that the revised CAR would be circulated to the committee members. Martin is also to work with the Chair and Vice Chair to schedule the next meeting and ensure that a quorum of the IS-STSC is present.

4. Other Business

No other business was discussed.

5. Action Items & Adjournment

The action items from the meeting were summarized as follows:

<i>Martin to coordinate with Chair and Vice Chair to schedule next meeting to continue discussion and adjudication of comments for the First Public Comment Draft</i>	<i>Shawn Martin w./ Chair/Vice</i>
<i>Martin to update the CAR with the comments from Mr. Knight, and informal comments from Mr. Mobley and Mr. Ward and recirculate to the committee.</i>	<i>Martin</i>
<i>Martin to discuss reopening ICC 902/PHTA 902/SRCC 400 and ICC 903/SRCC 500 for revision with ICC and PHTA staff.</i>	<i>Martin</i>
<i>Martin to send an announcement to stakeholders seeking additional IS-STSC committee applications.</i>	<i>Martin</i>
<i>Martin to send a notification to stakeholders that revision work on the ICC 901/SRCC 100 standard is to begin shortly, seeking participation and comments.</i>	<i>Martin</i>

The meeting was adjourned at 5:30 PM EDT.