



EXISTING BUILDING SAFETY – A GUIDELINE FOR INSPECTION GUIDELINE DEVELOPMENT COMMITTEE

Tuesday, May 23, 2024
12:00 – 1:30 pm Eastern

MS TEAMS VIRTUAL MEETING

Meeting ID: 216 578 893 00

Passcode: msP36K

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MEETING MINUTES

1. Roll Call:

a. Committee:

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

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 minutes from the February 27, 2024, meeting.

4. Discussion regarding Public Comments:

- a. Public comments (zip file)
- b. Public comments (G7 Public Comments_V1.1.docx)
- c. Tracking document for the public comments (filename: Public Comments_V1.1.xlsx)

Dwayne and Kevin gave an overview of the public comments. Dwayne noted his appreciation for everyone's efforts getting the document out for the public comments. There were 251 public comments from 24 individuals. The comments were broken down to individual sections by the section number in the guideline so we can address them by content. The Zip File contains all the comments submitted by the individual as emailed to ICC. There is a spreadsheet for tracking purposes, and the public comments in a word document.

5. Discussion and possible action on consent agenda public comments.

The spreadsheet identified 27 public comments that were routine, editorial, grammar, and formatting elements that could be considered under a consent agenda and easily be resolved. The tracking sheet (V1.1) show them in the Committee Comment Column as Consent Agenda Item.

A discussion was considered to disposition public comments that were received without a reason statement or a general comment about the guideline without suggested language. Since the notice for public comments did not require a specific format, all the comments were provided to the committee. As a guideline, it was suggested that we consider all the public comments.

Ryan Kersting motioned to approve the consent agenda as provided; he noted there is some that may be in conflict therefore the motion included a reservation to review any potential conflicts that may arise when implemented. Second from Graham. The following items were removed from the consent agenda: 26, 27, 40, 43, 95 and added one item: 117. The final list of items approved under the consent agenda are: 15, 16, 31, 39, 69, 72,78, 89, 91, 102, 109, 117, 119, 123, 126, 139, 146, 151, 152, 159, and 167.

The four actions the remaining items that might be taken on the agenda items include:

- Approved
- Approve intent with modification
- Considered and no action taken
- Out of order/scope.

The public comments removed from the consent agenda were discussed starting with items 26 and 27. The committee approved #27 and portion of # 26.

Public comment #40 was approved with the term observed.

Item #43 will not be approved on the consent agenda. It will be considered with all the other public comments.

Item #95 the mandatory language was not accepted, but it pointed out and inconsistency and the committee adjusted the language to address the inconsistency.

Item #175 was approved by the committee as submitted.

Item #238 was approved by the committee. It was noted that owner/owner's agent may need to be correlated throughout the document.

6. Discussion and possible action on public comments that are non-persuasive.

A request was made to provide a list from Kevin that were comments that could be considered out of scope or do not address modifications to the guideline. It was asked by the group for Kevin to provide the initial list of these items.

7. Discussion and possible action regarding assigning public comments to original work groups.

The meeting scheduled for next week (May 29th) will be for the committees to begin working on the items within their scope. Follow up meetings as noted below. The work group chair will be sent out meetings for their groups.

8. Schedule of Future Meetings:

- a. May 29th - will be cancelled, the work groups may use this time as needed.
- b. Week of June 10th – Doodle poll to be sent out by Kevin
- c. Week of July 15th – Doodle poll to be sent out by Kevin
- d. Discussion for future meetings – to be determined.

9. Good of the Order – The chair is looking to get this guideline completed in August or first part of September, in hopes to have it published by the Annual Business Meeting.

10. Adjourn – Meeting was adjourned at 1:30 pm