



## International Code Council IECC Residential Consistency and Administration Subcommittee

December 7, 2021

<b>Committee Member</b>	<b>Email</b>
Richard Potts, Chair	richard.potts@dhcd.virginia.gov
Ric Johnson	ric@capsbuilder.com
Heather Goggin	heather.goggin@adeca.alabama.gov
Andrea Lanier Papageorge	apapageo@southernco.com
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<del>Rich Truitt, Vice Chair</del>	<del>retruitt@harfordcountymd.gov</del>
Cliff Davis	edavis1@tollbrothers.com
<b>Non-member Participants</b>	<b>Email</b>
Paul Messplay, Secretary	paul.messplayiv@dhcd.virginia.gov
<b>Staff Liaison</b>	<b>Email</b>
Kristopher Stenger	kstenger@iccsafe.org

### Meeting Minutes

1. Call to Order – Richard Potts called the meeting to order at 2:02pm EST.
2. Conduct – Kristopher Stenger reviewed the meeting conduct guidelines and provided a statement regarding following the code of ethics. Committee members are to make known any representations they have to outside businesses, organizations, or other bodies.
3. Roll call – Cliff Davis and Rich Truitt absent. Quorum established with 6/8 members present.
4. Introductions – Chair thanked everyone for participating in the subcommittee and proceeded with introductions of committee members.
5. Procedures/Ground rules – The committee will be using Roberts Rules to conduct business. Chair introduced Paul Messplay as the secretary for the group. Chair and Vice chair have set up time to come up with a way to organize proposals for committee review. The committee will be made aware of upcoming proposals for review at future meetings.
6. Other business – No other business brought forward to discuss.

7. Upcoming meetings – The next committee meeting is scheduled for Dec. 21<sup>st</sup>, 2021. No opposition to a Dec. 21<sup>st</sup> meeting. Andrea Papageorge asked for a roster list of the committee members. Kristopher Stenger walked through Microsoft Teams as a way for committee member to access committee rosters and committee files. Kristopher Stenger provided a brief overview of the proposal tracking sheets that we will be using.
8. Adjournment – Having no further business to discuss, Andrea Papageorge motioned for adjournment. The motion for adjournment was seconded by Ric Johnson. The meeting adjourned at 2:23pm EST.