



Ad Hoc Committee
**BUILDING SAFETY
AND SECURITY**

**MEETING OF THE
ICC AD HOC COMMITTEE ON
BUILDING SAFETY AND SECURITY
DRAFT MINUTES**

**November 13 -14
Intercontinental Minneapolis-Saint Paul Airport
5005 Glumack Drive, Minneapolis, MN**

**November 13, 2019: 8:00 – 5:00 pm
November 14, 2019: 8:00 - 2:00 pm**

1. Roll call - staff

See Appendix A for a list of attendees.

2. Call to Order- Chair Wiese

2.1 Welcoming remarks

Chair Weise called the meeting to order at approximately 8:15 am on November 13, 2019. She noted productive discussions to date via BSS committee and Work Group calls but this in-person meeting is a welcome change and anticipates a very productive meeting. The goal for this meeting for each Work Group is as follows:

- Status as of today's meeting
- What needs to be accomplished at this meeting
- Format of final work product. This may be a combination of conventional and non-conventional deliverables.
- Intersection/correlation of Work Groups
- Identification of "what's missing".

3. Approve Agenda

Approved

4. Work Group Status Reports & BSS Discussion

a. Risk Assessment

Charles Darnell took the lead, noting:

- 4 meetings to date
- Principles formulated
- Relationship with NFPA 3000
- Assessment training/certification
- Impact of work product on codes
- Pros/cons of different hardening methodologies
- Work product – Guidelines; Resource information in the back of the I-Codes
- Liability concerns with assessors
- Need to incorporate lessons learned from first responders
- Need for coordination between building and fire officials
- To date, the scope is not just schools

b. Admin/Planning

Robert Solomon took the lead, noting:

- List of stakeholders identified and why they are considered stakeholders
 - Need for expansion to legal counsel; students; school resource officers?
- The importance of planning
 - Certified physical security professionals; State licensing; Need for state reciprocity
- Best practices
 - Document privacy
 - Drills
- Library of resources
 - Need to address multi use buildings; e.g. churches are use for other than religious services. Schools used as polling places

c. Facility Hardening

Ron Clements took the lead, noting:

- Matrix of threats (events) vs abatement solutions
 - Good, better, best options
- A question was raised as to facility hardening being just exterior; should interior be including – possible cross over with Access Controls WG

d. Surveillance

Lou Chavez took the lead, noting the DHS document entitled “Digital Video Quality Handbook Appendix” is the basis for this WG:

- UL Standard 2802 referenced in the handbook as well as UL 731
- Testing and maintenance covered
- Issues of privacy are covered in the handbook
- This is primarily an educational opportunity on “how to”

e. Access Control/Hardware

John Woestman took the lead, noting:

- Guideline work product
- Focus
 - Assembly
 - Business
 - Education
- Identification of the issue PLUS explain “why” it’s an issue

f. Communication

Coy Porter took the lead, noting:

- 2 conference calls to date
- Best practices for risk assessment
- Notification of occupants: Strobes vs voice. But in what language?
- Colleges: Text messaging may be the most efficient communication vehicle
- Intelligibility – Not just more speakers, that only increases the volume
- Local alarms and how they may interfere with first responder communications
 - NIST does not recommend fire alarms as they are manipulated by the intruder
- How to deal with communication due to the “fog of war” and considerable mis-information which results during such events.

g. Response

Seth Model and Randy Metz took the lead, noting:

- Need to figure out how to make response easier
- Use of parking lots as staging areas
- Need to start with a conversation that starts with first responders
 - They are not part of the building design team
 - They are typically not involved with facility managers
- Reference/coordination where applicable with NFPA 3000
- Coordination of police and fire depts.
 - Cited example of the police at the Pulse Nightclub using flashbangs to get occupants to evacuate but the fire dept was not notified of the tactic and initially thought it was an incendiary incident

5. Type of Deliverables/Work Product

a. Whitney Doll, VP Communications call in

Whitney took the lead, noting:

- In order to determine how to promote the results, need to know the audience/stakeholders
- May start with a robust body of written materials.
 - The body of work needs to be navigable; user friendly
- Support the written materials with multiple deliverable vehicles
 - Info graphics
 - Visuals/graphics – gets politicians attention with just a glance
 - Social media
 - Short videos
 - Podcasts
 - ICC BSJ weekly pieces
 - Focused campaigns to external outlets – direct them to our website

- Resource material in the back of the I-Codes

6. BSS Working Meeting

a. Development of First Drafts

During the meeting, the BSS conducted an exercise to identify to target audiences for each of the Work Groups. See Appendix B.

b. Break into Work Groups (if needed)

BSS committee members broke into informal groups on Thursday

7. Old Business

BSS October 19, 2019 minutes approved.

8. New Business

None

9. Next BSS Meeting

Targeting late Spring/2020.

8. Adjourn

Chair Weise adjourned the meeting at approximately 1:00 pm on November 14th.

Websites

[Council Policies/Code of Ethics](#)

[BSS Website](#)

Appendix A

Ad Hoc Committee on Building Safety and Security Meeting Attendees November 13, 2019

Committee – in person

Angie Wiese, Chair	ICC Board of Directors
Ron Clements, Jr.	Chesterfield County, VA
Charles Darnell	Utah State University
Connie Forster	MN Dept. of Public Safety/Homeland Security & Emergency Management
Henry Green	NIBS (retired)
Judith Hoskens	Cunningham Group Architecture
Scott McCormick	Hamilton Twp. Fire District 7, NJ
Coy Porter	Utah State Fire Marshal; Rep: ICC Fire Service Membership Council
Robert Solomon	NFPA
John Woestman	Kellen Company; Rep: Builders Hardware Manufacturers Association
Richard Wood	University of Massachusetts Lowell

Committee – via phone

Lou Chavez	UL
Randy Metz	Carlsbad Fire Department, CA
Seth Model	Austin Police Department

Interested parties

Kim Powers	Jensen Hughes
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ICC

Mike Pfeiffer	Staff
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Appendix B

IDENTIFICATION OF TARGET AUDIENCES

(Distributed to BSS at the end of the first day)

TARGET AUDIENCE

<u>WORK GROUP</u>	<u>PRIMARY</u>	<u>SECONDARY</u>
COMMUNICATIONS	ADMINISTRATORS 1 FACILITY MGR 2	
ACCESS CONTROL	FACILITY MGR 2 ENFORCER/AHJ 3 DESIGN TEAM 1	LEGAL
SURVEILLANCE	FACILITY MGR 1 DESIGNERS TEAM 2 AHJ 3	BLDG PRODUCTS IT STAFF
FACILITY HARDENING	DESIGN TEAM 1 BLDG OWNERS (FAC MGR/PRINCIPAL) 2 AHJ 3	FIRST RESPONDERS SCHOOL BOARDS
ADMIN/PLANNING	BLDG OWNER 1 AHJ 2 DESIGN TEAM 3	POLICY MAKERS??????
RISK ASSESSMENT	BLDG OWNER FAC MGR DESIGN TEAM BLDG PRODUCTS AHJ	INSURANCE LEGAL POLICY MAKERS GEN'L PUBLIC
RESPONSE	FAC MGR FIRST RESPONDERS	

COMMONALITY ACROSS WORK GROUPS