



*Ad Hoc Committee*  
**BUILDING SAFETY  
AND SECURITY**

WEB EX MEETING OF THE  
ICC AD HOC COMMITTEE ON  
BUILDING SAFETY AND SECURITY  
DRAFT MINUTES  
February 14, 2019

February 14, 2019: 1:00 – 3:00 pm Central

Web Ex link: [Join Webex meeting](#)

Call-in: 844-740-1264

Access code: 923 626 498

**1. Call to Order- Chair Wiese**

**1.1 Welcoming remarks**

Angie called the meeting to order at approximately 1:05 pm on February 14<sup>th</sup>, welcoming the BSS back from the Holidays. Angie reiterated that the Literature Review is ongoing and that if anyone has comments on the Literature Review documents, be sure to send them to staff. The plan is to post the BSS review of the documents. See item 5.

**2. Self Introductions**

See Appendix A.

**3. Approve Agenda**

Approved.

**4. Approve December 19, 2018 teleconference meeting minutes (to be sent 2/13)**

Approved as revised, noting that attendee James Walters is with Hamilton Twp. School District, NJ

**5. Literature research review and discussion**

**a. Literature Review Comments dated 2/1/19 (previously sent 2/5 - attached)**

**b. Addendum of Comments (to be sent 2/13)**

Angie noted the volume of BSS committee responses and encouraged those who have not provided comments to do so. The BSS was appointed based on the unique expertise committee members bring to the table so it important that the BSS perform a comprehensive review from all perspectives. Comments due to staff by February 25<sup>th</sup>.

Staff will remove the committee names and post the Literature Review in March.

The Literature Review will also be brought to the attention of the interested parties when it is posted.

**6. Work Plan discussion**

**a. Deliverables - see approved Scope (attached)**

**b. Work Groups**

Discussion:

- Staff outlined the role of Work Groups (to be summarized in the Work Group draft to be distributed following the call)
- Issues:
  - Building risk assessment
  - Exterior/perimeter security
  - Interior security
  - Best practices/ processes
    - Proper planning/communication with the AHJ during the design process
  - Code related (includes fire safety vs security dynamic)
  - Environmental impact
  - New vs existing
  - Federal buildings vs other public buildings
  - Cyber security

- How to differentiate adult safety and security vs children safety and security
- Review of NIBS Whole Building Design Guide
- Possible deliverables:
  - White papers
    - e.g. list of available documents from the Literature Review with summaries of each
  - Webinars
  - Podcasts
  - Educational materials
  - Best practices/guides
  - Code changes

A draft Work Group document will be created and distributed to the committee for comment:

- Proposed BSS Work Groups
- BSS members to identify which WG's they want to participate in
  - Goal is to have at least 2 – 3 BSS committee members per WG and the WG chaired by a BSS committee member
- Return to staff by February 25<sup>th</sup>

**7. Old Business**

None

**8. New Business**

None

**9. Next BSS Meeting - TBD**

Next call: March 18<sup>th</sup>; 1 pm Central

This next call will include interested parties as the agenda will be to establish the Work Groups.

**10. Adjourn**

Adjourned at 2:30 pm Central.

**Websites**

[Council Policies/Code of Ethics](#)

[BSS Website](#)

## Appendix A

### Ad Hoc Committee on Building Safety and Security Meeting Attendees February 14, 2019

#### Committee

Angie Wiese, Chair	ICC Board of Directors
Lou Chavez	UL
Ron Clements, Jr.	Chesterfield County, VA
Ben Comm	Cushman & Wakefield; Rep: BOMA
Charles Darnall	Utah State University
Connie Foster	MN Dept. of Public Safety/Homeland Security & Emergency Management
Dave Frable	GSA
Henry Green	Previous President NIBS
Scott McCormick	Hamilton Twp. Fire District 7, NJ
Randy Metz	Carlsbad Fire Department, CA
Seth Model	Austin Police Department
Kurt Roeper	ASSA ABLOY Americas
Robert Solomon	NFPA
Richard Wood	University of Massachusetts Lowell

#### ICC

Mike Pfeiffer	Staff
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