International Code Council

(Committee approved 6/10/20)

FIFTH COMMITTEE MEETING MINUTES

OFF-SITE AND MODULAR CONSTRUCTION COMMITTEE (IS-OSMC)

The fifth meeting of the ICC Off-Site and Modular Construction Committee (IS-OSMC) was convened on May 20, 2020 to continue the process of developing the ICC 1200 and ICC 1205 standards.   The teleconference meeting was conducted via Webex.

1. Meeting Opening

    a. Opening remarks, objective of the meeting, and housekeeping:

        Director of Standards and Staff Secretariat, Karl Aittaniemi called the meeting to order at 11:01 AM Central on May 20, 2020 and welcomed all committee members, ICC staff and interested parties.

    b. Quorum and membership review:

        Mr. Aittaniemi called the roll of the IS-OSMC with the following members registering attendance.   Mr. Aittaniemi noted that 8 of 14 committee members is required for a quorum in order to conduct business which was exceeded for the meeting.

NAME	IS-OSMC COMMITTEE MEETING			
	#2 01/16/2020	#3 03/11/2020	#4 04/27/2020	#5 05/20/2020
John Barrot [D]	X	X	X	X
Kenneth Bland [C]			X	X
Jeffrey Brown [H]	X		X	X
Vaughan Buckley [B]	X	X	X	
Jay Daniels [A]	X	X	X	X
Tom Hardiman [D] **VICE CHAIR**	X	X	X	X
Nick Mosley [A]	-	-	X	X
Kelly Kelly [H]		X	X	X
Ryan McIntosh [B]		X	X	
Chuck Michalesko [A]			X	
Jonathon Paradine [H]	X		X	X
Dennis Pilarczyk Jr [C]		X	X	X
Norman Wang	-	X	X	X
Ralph Tavares [D]	X	X	X	X
David Tompos Sr [C] **CHAIR**	X	X		X
TOTAL	11/15	10/14	14/15	12/15

    c. The meeting agenda was approved by the committee.

      d.   The meeting minutes from the April 27, 2020 meeting were approved by the committee.

2. Brief recap on work groups:

Mr. Aittaniemi presented and explained the current work groups and participants involved. Depending on the size of the work group, the frequency of the individual meetings should be scheduled in a way to maximize participation and complete action items.

A table that lists the committee members and interested parties that participate in the respective work groups is updated regularly and posted to the OSMC committee webpage. Each work group has a chair that speaks on behalf of the work group when updating progress to the committee.   A vice chair is recommended. The chair should be a committee member, a vice chair may be an interested party. Anyone may participate on a work group.   Work groups have access to the respective working documents and are able to offer comments on the text.   The public will have an opportunity to comment when the standards are posted for initial public input as per ICC's ANSI Approved Consensus Procedures.

3. Work groups update to the committee:

Mr. Hardiman requested an update to the committee from the various work groups. The work group chairs updated the committee on progress to date.

Mr. Pilarczyk noted that some definitions have been added and revised accordingly.

Mr. Barrot noted the definitions were added to the 1200 working draft.

Mr. Tompos noted that a more current version of the 1205 content exists and will forward to the secretariat. Some questions in the content of the sections were discussed by the committee which Mr. Tompos will add to the current version.

Kim Paarlberg, ICC staff, joined the meeting to discuss formatting the content into ICC format.

4. Next Meeting:

Due to recent ICC travel restrictions, it is anticipated that future committee meetings will be conducted by remote teleconference via Webex. ICC's Annual Conference scheduled for October has been cancelled. The committee agreed to have a standing webex scheduled in three week intervals starting June 10, 2020.   A standing meeting notice will be posted and disseminated at least two weeks prior to the June 10, 2020 meeting. The agenda for each meeting will reflect the particular parts of the standards development the committee wishes to discuss.

5. Other Business, Action Items & Adjournment:

The work plan was reviewed.   It was stressed that the documents would need to be ready for publishing by Sept of 2021 in order to be ready for consideration at the Fall 2021 Committee Actions Hearing.

The action items from the meeting were summarized as follows:

With no other questions or comments before the committee Mr. Hardiman adjourned the meeting at 1:00 PM CT.

May 20, 2020