



# International Code Council

(Committee approved Aug 12, 2020)

## EIGHTH COMMITTEE MEETING MINUTES

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

The eighth meeting of the ICC Off-Site and Modular Construction Committee (IS-OSMC) was convened on July 22, 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 11:02 AM Central on July 22, 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			
	#5 05/20/2020	#6 06/10/2020	#7 07/1/2020	#8 07/22/2020
John Barrot [D]	X	X	X	X
Kenneth Bland [C]	X	X	X	
Jeffrey Brown [H]	X	X		
Vaughan Buckley [B]		X	X	
Jay Daniels [A]	X	X	X	X
Tom Hardiman [D] <b>VICE CHAIR</b>	X	X	X	X
Nick Mosley [A]	X	X	X	X
Kelly Kelly [H]	X	X	X	X
Ryan McIntosh [B]				
Chuck Michalesko [A]				
Jonathon Paradine [H]	X	X		X
Dennis Pilarczyk Jr [C]	X	X		X
Norman Wang	X	X	X	X
Ralph Tavares [D]	X	X	X	X
David Tompos Sr [C] <b>CHAIR</b>	X			
<b>TOTAL</b>	12/15	13/15	9/15	9/15

- c. The meeting agenda was approved by the committee.

d. The meeting minutes from the July 1, 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. We continue to receive requests from individuals to be placed on the Interested Parties list. We now have over 100 individuals. IPs may request to be placed on a work group to maximize knowledge and experience in developing the standards.*

*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. Aittaniemi presented a formatted version on 1200 and will continue formatting 1205 for circulation to the committee in the next day.*

*Mr. Aittaniemi confirmed with Mr. Hardiman that the Chapter 1 Administration will be the same for ICC 1200 and ICC 1205.*

*Mr. Pylarczyk verified the latest version of the definitions.*

*Mr. Barrot and Mr. Hardiman updated the committee on the progress of the 1205 and 1200 work groups.*

*Mr. Paradine confirmed that 1200 chapters 5 thru 8 contained the latest technical content.*

*Mr. Aittaniemi discussed with the committee that the 1200 and 1205 drafts will be posted for initial public input in accordance with ANSI requirements when the committee reaches consensus. It is anticipated that the work groups can prepare a document suitable for circulation among the committee members and interested parties in one week. The committee may be balloted for their approval. Public posting requires a 45 day period to receive public input.*

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4. Next Meeting:

*The next meeting has been scheduled for August 12, 2020 at noon ET. It is anticipated that the standards may be approved by the committee for posting for public input prior to the meeting date at which time the meeting may be cancelled.*

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 ICC Committee Actions Hearings.*

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*The action items from the meeting were summarized as follows:*

<i>Follow up on the committee roster with respect to Chuck Michalesko</i>	<i>Aittaniemi</i>
<i>Prompt Aittaniemi to circulate 1205 and 1200 drafts among IPs and committee members.</i>	<i>Barrot, Hardiman</i>

*With no other questions or comments before the committee Mr. Hardiman adjourned the meeting at 12:08 PM CT.*

*July 22, 2020*