



# International Code Council

## THIRD COMMITTEE MEETING MINUTES

### Off-Site Construction Mechanical, Electrical and Plumbing Standard Consensus Committee (IS-OSMEP)

(pending committee approval)

The third meeting of the ICC Off-Site Construction Mechanical, Electrical and Plumbing Standard Consensus Committee (IS-OSMEP) was convened on February 9, 2022 to continue the process of developing the ICC 1210 standard. The teleconference meeting was conducted through 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 2:02 pm CT and welcomed all committee members and ICC staff. Committee meetings are open to the public in accordance with ICC policy. All meeting participants were urged to read the ICC Code of Ethics and section 5.1.10 Representation of Interests in Council Policy #7 in the spirit of code of conduct. These documents are on ICC's website under Corporate Governance.*

- b. Quorum and membership review:

*Mr. Aittaniemi called the roll of the IS-OSMEP with the following members registering attendance. Mr. Aittaniemi noted that 6 of 11 committee members is required for a quorum in order to conduct business which was exceeded for the meeting.*

NAME	2021 IS-OSMEP COMMITTEE MEETING			
	intro 11/17/2021	#1 12/15/21	#2 01/19/22	#3 02/09/22
Amit Ghosh [h]	X	X	X	X
Jon Hannah-Spacagna [d]	X	X		X
Christopher Jensen [c]	X	X	X	X
Kevin Kalakay [h]		X	X	X
Lawrence Kotewa [d]	X	X	X	X
Kimberly Llewellyn [a]	X	X	X	X
Andie Lorenz [h]	X	X	X	
James Morse [b]	X	X	X	X
Shanti Pless [c]	X	X	X	X
Ralph Tavares [d]	X			X
Jeremy Zeedyk [b]	X			X
<b>TOTAL</b>	10/11	9/11	8/11	10/11

- c. The agenda was approved for the meeting.  
d. The minutes of the previous meeting were approved.

2. Update on Work Groups organization:

The electrical and mechanical work groups conducted their first meeting and reported activity to the committee. Mr. Jensen outlined a draft of the table of contents with associated sections. Some content for section 3 was outlined as well. Mr. Kalakay updated the committee on the mechanical progress and offered a required scoping statement for the mechanical work group as described below:

“The Mechanical work group is tasked with identifying and addressing the design, assembly, installation, equipment, alternative materials, testing and other details of mechanical systems utilized in off-site construction projects.”

The committee unanimously approved the statement.

*Mr. Aittaniemi noted that the work groups table that lists the individual work groups and associated participants. All interested parties are encouraged to participate and can contact Karl Aittaniemi to join.*

*A scoping statement for each work group is required and will be discussed in future meetings.*

3. Initial draft development:

*Committee members have full access to the OSMEP OneDrive. Interested Parties will have access to their individual work group folders.*

*Based on Mr. Jensen’s suggestion and committee direction, Mr. Aittaniemi will create a common document as the “initial draft” based on the secretariat draft and the content developed so far by the electrical work group. This document will be available for committee editing in track changes. At the point when the committee is comfortable with the initial draft, posting for the public ANSI review period would ensue.*

4. Next Meeting: March 2, 2022 @ 2 PM CT as per the three week interval. The agenda will posted on the committee webpage prior to the meeting.

5. Other Business:

*None*

6. Action Items & Adjournment

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

<i>Prepare working copy of the initial draft</i>	<i>Aittaniemi</i>
<i>Prepare work group scope statement drafts for 3/2/22 meeting</i>	<i>Committee</i>

*With no other questions or comments before the committee Mr. Ghosh adjourned the meeting at 3:27 pm CT.*

*February 9, 2022*