



International Code Council

EIGHTH COMMITTEE MEETING MINUTES

Off-Site Construction Tiny Houses Standard Consensus Committee

(IS-OSMTH)

(Committee approved 9/4/24)

The eighth meeting of the ICC Off-Site Construction Tiny Houses Standard Consensus Committee (IS-OSMTH) was convened on August 7, 2024 to continue the process of developing the ICC 1215 standard. The teleconference meeting was conducted through Teams.

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 2:03 pm CT and welcomed all committee members and ICC staff. This eighth meeting of the committee is open to the public in accordance with ICC policy. All meeting participants were urged to read the ICC Code of Ethics, section 5.1.10 Representation of Interests in Council Policy (CP) #7 and CP #50 Antitrust provisions 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-OSMTH with the following members registering attendance. Mr. Aittaniemi noted that 10 of 18 committee members is required for a quorum in order to conduct business which was exceeded for the meeting.

NAME	2024 IS-OSMTH COMMITTEE MEETING			
	#5 05/15/24	#6 06/12/24	#7 07/10/24	#8 08/07/24
Alex Ontiveros Aguilar [d]	X		X	
Thomas Campbell [h]				
Mike Cheatham [b]	X	X	X	X
Zack Giffin [f]	X	X	X	
Joshua Harmon [d]	X	X		X
Caleb Knowles [a]	X			
Vina Lustado [d]	X			X
Tracy Manchego-Baker [d]	X			X
Bill McKinney [h]				
Nick Mosely [a]	X		X	X
Jon Paradine [h] chair	X	X	X	X
Dena Paschke [h]		X		
Jay Richards [h]		X	X	X
Matt Rozzell [h]	X	X	X	X
Abby Shank [d]	X	X	X	X
David Tompos Sr [c]	X	X	X	X

Alaska Wagoner [f]	X	X	X	X
Brad Wiseman [d] v chair	X	X	X	X
TOTAL	14/18	11/18	11/18	12/18

c. The previous meeting minutes and today's agenda was approved for the meeting.

2. ICC Standard Development Process & Policies:

An ICC webpage has been created for the [off-site construction](#) committees and public to view the latest news, meeting notices, meeting minutes and working documents for the public to view. Minutes are also posted to the committee OneDrive folder.

3. Discussion of work groups:

Work group 1

Mr. Harmon reported that the work group has completed Chapter 1 and continues to work on definitions based on feedback from the other two work groups. It was agreed that when the work group completes the chapters, they will be emailed to Mr. Aittaniemi for assembly as the initial draft and for eventual consent vote of the committee to declare the finished initial draft for posting.

Work group 2

Mr. Mosely reported that a draft of the design chapters would require a couple additional work groups meetings.

Work group 3

Mr. Richards reported that more definitions needs to be coordinated with WG 1. There is no Chapter 4 yet and Chapter 8 is set.

Mr. Aittaniemi stated that staff will do an editorial review when the initial draft is assembled to amend any verbiage to align with code language as per the code and inclusive language convention guideline..

4. Next Meeting:

The ninth public meeting will be held on September 4, 2024 at 2 pm CT. Future meetings will be considered at the 9/4/24 meeting.

5. Other Business:

None.

6. Action Items & Adjournment

The action items from the meeting were summarized as follows:

<i>Assemble the rough chapters from the respective work groups into the initial draft as the work groups submit the finished chapters.</i>	<i>Aittaniemi</i>

With no other questions or comments before the committee Mr. Paradine adjourned the meeting at 2:45 pm CT.