



# International Code Council

## TENTH COMMITTEE MEETING MINUTES

### Off-Site Construction Tiny Houses Standard Consensus Committee

#### (IS-OSMTH)

#### (Committee approved 12/18/24)

The tenth meeting of the ICC Off-Site Construction Tiny Houses Standard Consensus Committee (IS-OSMTH) was convened on October 2, 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:

*ICC staff member, Joe Sollod called the meeting to order at 2:03 pm CT and welcomed all committee members and ICC staff. This tenth 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. Sollod called the roll of the IS-OSMTH with the following members registering attendance. Mr. Sollod 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			
	#7 07/10/24	#8 08/07/24	#9 09/04/24	#10 10/02/24
Alex Ontiveros Aguilar [d]	X		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	X
Vina Lustado [d]		X	X	
Tracy Manchego-Baker [d]		X		X
Bill McKinney [h]			X	
Nick Mosely [a]	X	X	X	X
Jon Paradine [h] chair	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
<b>TOTAL</b>	11/18	12/18	13/18	13/18

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 WG reviewed all the pending items in the definitions section were resolved. The next meeting will be held on Thursday October 10, 2024 at 3:00 PM Eastern.*

Work group 2

*Mr. Wiseman reported that the Mr. Mosely forwarded the drafted sections from the Working Group to Mr. Aittaniemi for their inclusion in the consolidated draft document.*

Work group 3

*Mr. Wiseman reported that the Working Group completed the final prescriptive structural requirements for end walls to provide adequate bracing for sub-walls at the last meeting and sent over the completed text to Mr. Aittaniemi for inclusion in the consolidated draft document.*

Discussion of proposed initial draft of the standard and consent vote by the committee.

*Mr. Tompos Sr. walked the Committee through some additional revisions that were agreed upon by Working Group 3 and were submitted to Mr. Aittaniemi. Some of those requirements were not yet included in the most recent version of the draft and were agreed upon by the committee during the meeting. These updates were specific to the following sections: 105.1, Definition 100 per cent inspection, Definition compliance document, Definition installation, Definition modular components, Definition off site constriction Definition permanent foundation system, Definition third party inspection agency and Third part inspector, 301.4, 302.1, 302.4, 308.3, 308.3.1, 701.3, 702.1, 702.4, 702.4.2, and 702.6.*

*Ms. Thome discussed issue with the term 'builder'. Mr. Harmon noted that this distinction is made in the definition for builder to encompass an individual or entity, which is consistent with ICC/MBI Standard 1200 and was agreed upon by the Definitions Working Group.*

*Mr. Wiseman mentioned that the 100 Percent Inspection definition was updated within this Committee and was included to be saved as a placeholder to be shared with the ICC/MBI Standard 1205*

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Committee for future update of that Standard. The Committee agreed that all definitions that are not included as terms within the standard should be deleted. Additional definitions that are not used and should be removed: 100 Percent Inspection, Building Shell, Building Thermal Envelope, Certification Label, Closed Construction, Installation, and Ordinary Repairs.

Ms. Thome asked if Standard 1200 and 1205 will be updated. The Committee is interested in learning more about any planned update to the Standards.

Ms. Thome discussed the need to form a Project Team and develop a working group on Certifications. Mr. Schmidt discussed the need to develop a Project Team in relation to the concerns raised by Ms. Thome and there was not an opportunity to develop a Certification Working Group. Several committee members were open to the potential of voting on the development of a Certification Working Group.

Mr. Wiseman discussed with the committee that the proposed initial draft would provide an opportunity for all interested parties to provide comment on the initial draft. Upon the consent of the committee the initial draft would then be posted for public input by all interested parties for a period of 30 days. All interested parties would be notified of the posting.

Mr. Harmon made a motion to move to vote on the interested parties public comment draft. Mr. Wiseman seconded the motion. The motion was approved with 13 votes yes, which was the entirety of the committee members present.

Mr. Paradine made a motion to adjourn the meeting. Mr. Mosely seconded the motion. And the motion was approved.

Next Meeting:

The eleventh public meeting will be held on Dec 18, 2024 at 2 pm CT. Future meetings will be considered at the 12/18/24 meeting.

4. Other Business:

None.

5. Action Items & Adjournment

The action items from the meeting were summarized as follows:


With no other questions or comments before the committee Mr. Paradine adjourned the meeting at 4:00 pm CT.

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