



**ICC 825 Private Sewage Disposal Systems  
Standard Consensus Committee (IS-PSDS)**

**Meeting #15 Minutes – June 4, 2024**

The fifteenth meeting of the ICC 825 Private Sewage Disposal Systems Standard Consensus Committee (IS-PSDS) was held on June 4, 2024, in virtual format. The meeting was conducted in accordance with ICC’s Consensus Procedures. [https://www.iccsafe.org/wp-content/uploads/ICC-Consensus-Procedures-ANSI-approved-8\\_2\\_21-BOD-apprvd-8\\_27\\_21.pdf](https://www.iccsafe.org/wp-content/uploads/ICC-Consensus-Procedures-ANSI-approved-8_2_21-BOD-apprvd-8_27_21.pdf)

1. Welcome – Vice Chairman, Derek DeLand, convened the meeting and welcomed attendees at 3:10 CDT (4:10pm EDT)\* along with Staff Secretariat, Ramiro Mata. Chair, Shaun May, could not attend due to a work-related emergency. Mata reviewed the ICC Code of Ethics and the Anti-Trust Policy, both of which can be found in the ICC 825 webpage. Mata also announced that the meeting will be recorded for internal reference only and that recording by anyone other than ICC staff is prohibited.

*\*NOTE: Working group sessions were held from 1pm – 3pm CST (2pm – 4pm EST). Unless the committee elects otherwise, future meetings will follow this format.*

2. Roll Call and Committee Introductions – May called the meeting to order, and Mata took roll call of committee members –  indicates present.

Regulator		User		Manufacturer		SDO/Test Lab	
<input type="checkbox"/>	Shaun May	<input type="checkbox"/>	Esber Andiroglu PhD, PE	<input checked="" type="checkbox"/>	Bob Carpenter	<input checked="" type="checkbox"/>	Derek DeLand
<input type="checkbox"/>	Paula Kehoe	<input type="checkbox"/>	Tunzyaan Griffin	<input type="checkbox"/>	Ray Kennedy		
<input type="checkbox"/>	Rashid Istambouli	<input checked="" type="checkbox"/>	Albert (Bob) Rubin PhD	<input checked="" type="checkbox"/>	Charlotte Peele		
		<input type="checkbox"/>	Robert Schutz, PE				

3. Interested Parties and Guests
  - a. Interested Parties – Dr. Bronwyn Humpries, Austin Perry, Mark Jensen, Dr. Louise Weaver, Matthew Lippincott
  - b. ICC Staff – Tom Roberts
  - c. Mark Jensen introduced himself as a first-time attendee from Christchurch in New Zealand. He shared his background in on-site wastewater management systems and expressed interest in contributing to standardization efforts.
4. Membership and Quorum – Mata indicated that with 4 out of 11 members in attendance, quorum was not achieved.
  - a. Membership Review –
    - i. Charlotte Peele and Rashid Istambouli were approved by the ICC Board as members.
5. Approval of May 7, 2024, Minutes – Tabled due to lack of quorum.

6. Approval of June 4, 2024, Agenda – Tabled due to lack of quorum.
7. Review Outline
8. Review Project Timeline
9. University of Miami Research Update – Perry  
Mentioned the university has been busy working on a couple of ICC projects and that a draft of a climate sanitation ladder using standards as means to improve sanitation conditions was sent to
10. Working Group Updates – DeLand encouraged working group chairs to schedule calls and meetings as needed, emphasizing the importance of meeting more than once a month. He suggested that individual sections could be cut out from the larger document and potentially hosted on personal platforms due to potential challenges with IT teams. The recommendation was for working group chairs to figure out what would work best for their groups.
  - a. Collection – Septic and Holding Tanks (Kennedy) – No update
  - b. Pit Latrine – DeLand
  - c. Conventional Soil Absorption – Peele
  - d. Pressure Distribution Systems (Kennedy) – No update.
  - e. Mound Systems – May
  - f. Other OWTS – Humphries (Chair)
11. Action Items
  - a. Assist Humphries in accessing the team folders - Mata
  - b. Refine the process for conducting working group meetings before the next monthly meeting - DeLand, May, and Mata
  - c. Create a document outlining the scope, timeline, and status of the working groups - DeLand, May, and Mata
  - d. Explore involving outside experts in the relevant working groups – Working group chairs
  - e. Schedule working group meetings between the monthly Technical Committee (TC) meetings - Working group chairs
  - f. Share the updated paper on climbing the sanitation ladder with the committee members. - Perry
  - g. Provide the environmental report to the committee members before the next TC meeting - Perry
12. New Business
13. Old Business
14. Next Meeting – July 9, 2024
  - a. Working Groups: 1pm – 3pm Central (2pm – 4pm Eastern)
  - b. Full Committee: 3pm – 5pm Central (4pm – 6pm Eastern)
15. Adjourned at 4:18pm Central (5:18pm Eastern)