



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

**Meeting #16 Minutes – July 9, 2024**

The sixteenth meeting of the ICC 825 Private Sewage Disposal Systems Standard Consensus Committee (IS-PSDS) was held on July 9, 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, was unable to for the entire meeting due to a local public health concern. 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	
☑	Shaun May	☑	Esber Andiroglu PhD, PE	☑	Bob Carpenter	☑	Derek DeLand
☑	Paula Kehoe	☑	Tunzyaan Griffin	☐	Ray Kennedy		
☑	Rashid Istambouli	☐	Albert (Bob) Rubin PhD	☑	Charlotte Peele		
		☐	Robert Schutz, PE				

3. Interested Parties and Guests
  - a. Interested Parties – Dr. Bronwyn Humpries, Austin Perry, Mark Jensen, Matthew Lippincott
  - b. ICC Staff – None
4. Membership and Quorum – Mata indicated that with 8 out of 11 members in attendance, quorum was achieved.
  - a. New committee members Charlotte Peele and Rashid Istambouli were approved by the ICC Board
5. Approval of June 4, 2024, Minutes – Approved by consensus

6. Approval of July 9, 2024, Agenda – Moved by Carpenter, seconded by Istambouli. Approved.
7. Review Outline – No comments were made.
8. Review Project Timeline – Overall project timeline dated June 25, 2024 was reviewed.
  - a. DeLand emphasized the target date of March 2025 to complete the public review draft
  - b. Emphasis was also placed on organizing interim meetings between scheduled sessions due to potential gaps between meeting slots lasting two months or more.
  - c. Goal is to have the collection dispersal and management section completed by September 2024.
  - d. Humphries expressed interest in contributing soil assessment expertise from New Zealand to the standards development process. There was discussion about potentially upgrading existing sections or introducing modern methods into the standards based on international experience with soil assessments.
  - e. Reference was made to collaborating with individuals such as Mark Jensen and John Cox from New Zealand who possess extensive experience in soil assessments.
9. University of Miami Research Update – Perry
  - a. Mentioned an upcoming environmental report, encouraging feedback and comments from all members.
10. Working Group Updates
  - a. Collection – Septic and Holding Tanks (Kennedy) No update
  - b. Pit Latrine – (DeLand) – Met on July 9, 2024. Highlights include discussions on pit lining methods, pit latrine materials and slab construction. There was deliberation regarding the use of wood planks. Will send a link to a Google-drive to use for sharing documents and schedule an additional working group meeting.
  - c. Conventional Soil Absorption (Peele) – Researching North American literature. Requested the first hour for the August 13, 2024 session.
  - d. Pressure Distribution Systems (Kennedy) – No update
  - e. Mound Systems (May) – No update
  - f. Other OWTS (Humphries) – Met on July 9, 2024. Identified six other types of OWTS since the last WG meeting and will provide a summary on each type by the next committee meeting.
11. Review of Action Items
  - a. Assist Humphries in accessing the team folders – Completed. Humphries reported that she is now able to access the team folders. Mata offered to help other committee members who are having difficulty accessing the folder.
  - b. Refine the process for conducting working group meetings before the next monthly meeting – In Process. The committee mentioned having working groups alternate having meetings on full committee days. DeLand, May, and Mata
  - c. Create a document outlining the scope, timeline, and status of the working groups – In-process. Mata developed a draft that was sent to DeLand and May for review.
  - d. Schedule working group meetings between the monthly Technical Committee (TC) meetings – in-Process. Working group chairs
  - e. Provide the environmental report to the committee members before the next TC meeting - Completed. Mata distributed the paper written by Perry
12. New Action Items
  - a. Presentation on Environmental Impact to OWTS – Perry

- b. Distribute Environmental Impact report to committee members and upload to ICC 825 committee folder – Mata
- 13. New Business
- 14. Old Business
- 15. Next Meeting – August 13, 2024
  - a. Soil Absorption Working Group: 1pm – 2pm Central (2pm – 3pm Eastern)
  - b. (Open) Working Group: 2pm – 3pm Central (3pm – 4pm Eastern)
  - c. Full Committee: 3pm – 5pm Central (4pm – 6pm Eastern)
- 16. Adjourned at 4:22pm Central (5:22pm Eastern)