



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

**Meeting #18 Minutes**

**September 10, 2024**

The eighteenth meeting of the ICC 825 Private Sewage Disposal Systems Standard Consensus Committee (IS-PSDS) was held on September 10, 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 – Chairman, Shaun May, convened the meeting and welcomed attendees at 3:07 CDT (4:07pm EDT)\* along with Staff Secretariat, Ramiro Mata. 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 checked="" type="checkbox"/>	Shaun May	<input checked="" type="checkbox"/>	Esber Andiroglu PhD, PE	<input type="checkbox"/>	Bob Carpenter	<input checked="" type="checkbox"/>	Derek DeLand
<input type="checkbox"/>	Paula Kehoe	<input type="checkbox"/>	Tunzyaan Griffin	<input checked="" type="checkbox"/>	Ray Kennedy		
<input checked="" type="checkbox"/>	Rashid Istambouli	<input checked="" type="checkbox"/>	Albert (Bob) Rubin PhD	<input checked="" type="checkbox"/>	Charlotte Peele		
		<input type="checkbox"/>	Bronwyn Humphries				

3. Interested Parties and Guests
  - a. Interested Parties – Dr. Louise Weaver, Austin Perry, Mark Jensen, Kevin Kalakay
  - b. ICC Staff – None
4. Membership and Quorum –
  - a. Mata indicated that with 7 out of 11 members in attendance, quorum was achieved.
  - b. ICC Board approved Bronwyn Humphries to serve as a committee member.
  - c. Removal of Robert Schutz from the committee due to lack of participation – Moved by Rubin, seconded by Istambouli. Approved.
5. Approval of August 13, 2024, Minutes – Moved by DeLand, seconded by Istambouli. Approved.
6. Approval of September 10, 2024, Agenda – Moved by DeLand, seconded by Peele. Approved.
7. Project Outline – Not discussed. No changes at this time.
8. Review Project Timeline – Overall project timeline dated June 25, 2024 was reviewed. Committee plans to make adjustments at the October 1<sup>st</sup> meeting based on working group’s progress.

9. University of Miami Research Update – Perry
  - a. They have been refining and editing final reports, incorporating contributions from committee members.
  - b. Discussed the inclusion of seepage pits in the standards, acknowledging that while not ideal from a Western perspective, they represent an incremental improvement for some global contexts.
  - c. Confirmed that the concept of a sanitation ladder, as defined by the World Health Organization, is mentioned in the preface and throughout the reports.
10. Working Group Updates
  - a. Collection – Septic and Holding Tanks: Kennedy reported progress on septic tanks and holding fields, with plans to incorporate comments and redistribute updated content. The plan is to complete work on septic tanks and storage holding tanks by the October meeting before moving on to pressure distribution systems.
  - b. Pit Latrine: Derek reported some IT challenges but plans to share draft documents via Google Drive with their working group members soon. Plans to get draft language approved and create new content in short order.
  - c. Conventional Soil Absorption: Peele reported that the group had a productive discussion at their meeting today and plans to continue working through their section before the next meeting.
  - d. Pressure Distribution Systems: Kennedy reported that work on this section will be paused to focus more on completing the draft for the Septic and Holding Tanks section.
  - e. Mound Systems: May reported that work on mound systems has been temporarily paused to focus efforts on supporting the conventional soil absorption group.
  - f. Other OWTS: Bronwyn was absent but provided an update via email. The working group has identified six common alternative systems from a global perspective for further development in the standard.
11. Previous Action Items from August 13, 2024
  - a. Assist Kennedy in scheduling working group meetings for Septic/Holding Tanks and for Pressure Distribution systems. (Mata) - COMPLETED
  - b. Complete draft for Septic/Holding Tank section. (Kennedy) – IN PROGRESS
  - c. Provide structural design requirements for concrete slabs with open cavities. (Kennedy) – Will send to DeLand
  - d. Schedule working group meetings between the monthly Technical Committee (TC) meetings (WG Chairs) – SEE NEW ACTION ITEM
  - e. Look into military standards for conventional septic systems. (Peele) –
12. New Action Items
  - a. Septic/Holding Tank (Kennedy) and Conventional Soil Absorption (Peele) to hold 2-hour working group meeting on October 1<sup>st</sup>.
  - b. Send email to committee and IP members to self-select for one of the above working groups. (Mata)
13. New Business - A new meeting structure was proposed with two separate two-hour working group sessions followed by a brief full committee meeting. The Septic/Holding Tank and Conventional Soil Absorption working groups will hold their respective meetings concurrently to take the full 2-hour working group meeting time slot.
14. Old Business
15. Next Meeting – October 1, 2024
  - a. Septic/Holding Tank Working Group: 1pm – 3pm Central (2pm – 4pm Eastern)
  - b. Conventional Absorption Systems Working Group: 1pm – 3pm Central (2pm – 4pm Eastern)

- c. Full Committee: 3pm – 5pm Central (4pm – 6pm Eastern)
16. Adjourned at 4:02pm Central (5:13pm Eastern)