



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

**Meeting 22 Minutes**

**January 7, 2025**

Meeting 22 of the ICC 825 Private Sewage Disposal Systems Standard Consensus Committee (IS-PSDS) was held on January 7, 2025, 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>

1. Welcome – Chairman, Shaun May, convened the meeting and welcomed attendees at 3:15 CDT (4:15pm 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 – DeLand 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 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 type="checkbox"/>	Ray Kennedy		
<input type="checkbox"/>	Rashid Istambouli	<input type="checkbox"/>	Albert (Bob) Rubin PhD	<input checked="" type="checkbox"/>	Charlotte Peele		
<input type="checkbox"/>	Bronwyn Humpries						

3. Interested Parties and Guests
  - a. Interested Parties – Austin Perry, Steven Derry
  - b. ICC Staff – None
4. Quorum and Membership Review –
  - a. Mata announced that with three out of eleven members in attendance, quorum was not met.
  - b. DeLand mentioned the need to potentially add new members to the committee due to difficulty in achieving quorum with the current membership.
5. Review and Approval of December 3, 2024 Agenda – No quorum. Tabled to February 4, 2025
6. Review and Approval of October 29, 2024 Minutes – Agenda – No quorum. Tabled to February 4, 2025
7. Project Outline – Mata revised the draft outline to reflect the work in process. He reminded the committee that the draft is located in the committee only folder and able to be revised as needed.
8. Review Project Timeline –

- a. DeLand stated that the January completion date for the draft of the Conventional Soil Absorption section is no longer feasible because the working group still has more work to do. He requested moving the target date to March 2025.
  - b. The initial draft for the septic tank section has been completed. Kennedy has been working on the holding tank section and plans to submit the initial draft at the next meeting.
  - c. The group also requested moving the target date for the mounds, pit latrines and OWTS to March 2025.
9. University of Miami Research – Perry mentioned sharing documents regarding general building standards for wastewater lagoons from the US EPA and FDA. Mata has added the documents to the ICC 825 Committee folders under the Supporting Documents folder.  
<https://2023701800.sharepoint.com/:w:/r/sites/ICC-PMGStandards-ICC825/Shared%20Documents/ICC%20825/825%20Supporting%20Documents/General%20Building%20Standards%20for%20Wastewater%20Lagoons-Perry.docx?d=w8da070620f2a424c9d0f12a4f45dc87b&csf=1&web=1&e=5F0n7Q>
10. Working Group Updates –
  - a. Septic/Holding Tanks – Met today. Derry presented the revised draft for the septic section that has been reformatted. Mata further revised the draft to add the missing figures. Derry stated that Kennedy will continue working on the holding tank and present the draft at the next meeting.
  - b. Conventional Soil Absorption – Met today. DeLand estimated needing two more working group meetings to complete the initial draft.
  - c. Working Groups ON HOLD Pending Initial Drafts of items 9a and 9b above.
    - i. Pit Latrine – DeLand
    - ii. Pressure Distribution Systems – Kennedy
    - iii. Mound Systems – May
    - iv. Other OWTS – Humphries
11. Review of Action Items –
  - a. Schedule planning meeting for the week of December 16, 2024 to discuss other OWTS and include Humphries – Mata – Completed. The group met on December 17, 2024.
  - b. Revise project outline to reflect work currently in progress – Mata - Completed
12. New Action Items
  - a. Work with DeLand to set up a Doodle poll for scheduling an additional meeting of the conventional soil absorption system working group in the next two weeks - Mata
  - b. Clean up and reorganize the draft of the conventional soil absorption system section to make it easier to read - DeLand
  - c. Make comments and recommendations on the project outline document in the shared folder - DeLand
  - d. Finalize and submit the initial draft for holding tank section - Kennedy
  - e. Start working on the pressure distribution section draft if holding tank section draft is complete - Kennedy
  - f. Expedite drafting the mound system section, using Miami-Dade regulations as a starting point - May
13. New Business - None
14. Old Business - None
15. Next Meeting – February 4, 2025  
(Note: WG meetings to be held concurrently, 1pm – 3pm Central (2pm – 4pm Eastern))
  - a. Septic/Holding Tank WG Meeting
  - b. Conventional Absorption Systems WG Meeting
  - c. Full Committee Meeting: 3pm – 5pm Central (4pm – 6pm Eastern)

16. Moved to Adjourn at 4:15pm Central (5:15pm Eastern) by Istambouli, seconded by Kennedy. Motion carried.