



STATE OF WASHINGTON

STATE BUILDING CODE COUNCIL

1500 Jefferson Street SE • P.O. Box 41449 • Olympia, Washington 98504
(360) 407-9277 • e-mail sbcc@des.wa.gov • www.sbcc.wa.gov

2018 INTERNATIONAL RESIDENTIAL CODE TECHNICAL ADVISORY MEETING MINUTES

LOCATION: Shoreline City Hall
17500 Midvale Avenue North,
Shoreline, WA 98133

MEETING DATE: Wednesday October 31, 2018

Members in Attendance: Jim Tinner, TAG Chair; Tim Woodard, Al Audette, Todd Short, Michelle Yee, Kim Flanary, Willie Hill

Members Absent: Angela Haupt, Ron Perkerewocz

Staff In Attendance: Richard Brown, Lori Yantzer

Visitors Present: None

Agenda Items	TAG/Staff Actions/Discussion
1. Welcome and Introductions	Meeting called to order at 10:00 a.m. by Chair Jim Tinner. Everyone was welcomed and roll was taken.
2. Review & Approve Agenda	The agenda was approved as written.
3. Overview of the Code Adoption and Amendment Cycle and the Role of the TAG	Richard referenced the State Building Code Council (SBCC) bylaws addressing the TAGs. The bylaws are posted on the SBCC web site and attached to these minutes. Richard also presented the TAG Tentative Schedule attached to these minutes.
4. Resources Available for TAG Members	Richard showed examples of the documents he will be giving each TAG member that address changes to the code chapters they agreed to review.
5. Task Assignments	Chapter 00: SBCC Staff Chapter 01 and 02: Kim Flanary, Willie Hill Chapter 03: Jim Tinner, Al Audette Chapter 04: Willie Hill Chapter 05: Michelle Yee, Tim Woodard Chapter 06: Kim Flanary Chapter 07: Jim Tinner Chapter 08: Michelle Yee Chapter 09: Tim Woodard Chapter 10: SBCC Staff Chapter 29, Appendix F, Appendix V: Todd Short Chapter 44: SBCC Staff

	Appendix F: Willie Hill
6. Develop Tentative Meeting Schedule and Locations	TAG Meetings to review 2015 Amendments and significant changes to the 2018 code: November 14, 2018 November 28, 2018 December 5, 2018 (Tentative) December 12, 2018 December 19, 2018
7. Adjourn	The meeting was adjourned at 10:30p.m.

Attachments: SBCC bylaws regarding TAGs
IRC TAG Tentative Timeline

WASHINGTON STATE BUILDING CODE COUNCIL
BYLAWS
September 2017

ARTICLE III

Technical Advisory Groups

1. Technical Advisory Groups may be established by the Council or Standing Committee Chairs, to assist the Council and Standing Committees in the discharge of their responsibilities.
2. The Technical Advisory Groups (TAG) shall be constituted using a list of subject matter experts and other interested parties as designated by the Council and managed by Council staff. TAG meetings will be held on an as needed basis. A tally of membership and constituent groups present at TAG meetings shall be included in the meeting minutes.
3. Technical Advisory Groups shall be composed of at least one voting member of the Council (other Council members may participate but may not vote unless they are an appointed a TAG member), and one voting member representing each constituent group designated by the Council and appointed by the Council or Standing Committee Chair. The Council may appoint one alternate for each designated constituent group, who may vote only in the event the Primary Member is not present. Applications for TAG positions will be accepted at the end of each code cycle term for appointment.

The Chair of the Technical Advisory Group shall be a voting member of the Council, as appointed by the Council or standing codes committee Chair.

4. Technical Advisory Groups may conduct research into code related matters, review proposed amendments to the codes, and identify and define issues related to the codes, as requested by the Council or Standing Committee. Proponents and opponents of proposed amendments to the codes shall follow guidelines for testimony established by the Council. TAG meetings are open to the public and public input is welcome.
5. Recommendations from a Technical Advisory Group to the Council or Standing Codes Committee shall be made by consensus of the voting members of the Technical Advisory Group, whenever possible. Lacking a consensus, a recommendation shall be made by a majority vote of a quorum of voting TAG members. Consensus recommendations shall include a brief summary of the rationale for the recommendation. Recommendations to approve, modify or disapprove state amendments to the codes shall be based on the criteria established by the Council. Disputed recommendations shall be presented to

Standing Codes Committees in the form of an issue paper, outlining all issues related to the subject.

For purposes of determining whether a quorum is present at TAG meetings, a quorum is defined as consisting of one more than half of the appointed TAG members (or their designated alternates, in the event the primary member is absent). When a TAG meeting lacks a quorum of appointed TAG members or their designated alternates, the Council will notify members who were absent and their constituent organization where applicable that repeated absence are grounds to designate their member status to ex-officio, nonvoting members, until active membership is secured or a reappointment is made. Ex-officio members do not count when determining a quorum.

6. In the event a quorum of TAG members are not present, a report shall be generated summarizing the pros and cons as identified by those participating. That report will then be brought forward on the agenda at the subsequent TAG meeting. The report may be deliberated for a reasonable time period as established by the TAG Chair. Where a quorum is again not present, the item may be tabled for a future TAG meeting and the report will be forwarded to the Standing Committee and the SBCC. If the Council has moved forward with a decision on an active or tabled TAG item, that TAG item will then remain in report form as further deliberations will be moot.
7. When reviewing proposed amendments to the codes, Technical Advisory Groups shall use a standardized, accepted methodology to consider economic impact on small businesses, housing affordability, construction costs, life-cycle costs, and the cost of code enforcement and shall report those findings to the Workgroup on Economic Impact.

International Residential Code Technical Advisory Group

Tentative Schedule

October 22, 2018

TAG reviews 2015 amendments and 2018 Significant Changes	October 31, 2018 – January 3, 2019
Tag makes Recommendations to the BFP Committee	January 11, 2019
Council Acts on BFP Committee Recommendations	January 12, 2019
2018 Code amendment submittal window (2 months - WAC 51-04-020 (1) (b) (i))	January 15, 2019 – March 15, 2019
TAG Reviews and makes recommendations on the amendments to BFP Committee	March 16, 2019 – June 7, 2019
BFP Committee makes recommendations to the Council	June 7, 2019
Council directs staff to submit a CR-102	June 8, 2019
Staff works with OTS on WAC format	June 9, 2019 –August 6, 2019
Staff files CR-102	August 7, 2019
Council public hearing - Spokane	September 14, 2019
Council public hearing - Olympia	September 21, 2019

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