



STATE OF WASHINGTON

STATE BUILDING CODE COUNCIL

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TO: 2018 International Building Code and International Existing Building Code
Technical Advisory Group and All Interested Parties

FROM: Jim Tinner, Technical Advisory Group Chair

SUBJECT: **2018 INTERNATIONAL BUILDING CODE AND INTERNATIONAL
EXISTING BUILDING CODE TECHNICAL ADVISORY GROUP
FIRST MEETING**

LOCATION: Shoreline City Hall
17500 Midvale Avenue North,
Shoreline, WA 98133-4905 (The council chambers are on the first floor.)
Call in was available
WebEx was available

DATE: Thursday, November 30, 2017

TIME: 10:03 a.m. – 11:20p.m.

Minutes

1. Welcome and Introductions

- a. Jim Tinner called the TAG Meeting to order at 10:03
- b. Ray Allshouse, the Building Official with the City of Shoreline who furnished access to the meeting space, welcomed everyone and pointed out the exits and restrooms.
- c. Jim asked Q: Do we need a quorum. Staff answered A: Not at this phase of the TAG's work. **Although not mentioned at the meeting, per the Washington State Building Code Council's Bylaws, Article II, Technical Advisory Groups, Paragraph 5, when it comes to making a recommendation: 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. Per Paragraph 6, if a quorum is not present, the TAG shall generate a report outlining the pros and cons to be discussed at the next meeting. If a quorum is still not present, the report is forwarded to the standing committee.**
- a. TAG Members Present in Shoreline:
Jim Tinner, TAG Chair representing SBCC
Micah Chappell, Cities/Counties
Hoyt Jeter, Building Officials
Robert Gerard, Fire Protection Engineer
Kevin Richardson, Test Labs
Ryan Pflueger, Property Managers

Dean Giles, Architect (East)
Charles Calvano, Architect (West)
Alan Duer, Manufacturer/Supplier
Chris Seaman (Alternate), Building Officials
Mike Six, Fire Marshal
John Moullen, Building Owners/Managers
Robert Graper, Structural Engineer
Mike Barth, Special Inspector/Testing Agent

- b. On the Phone:
Allen Spaulding, State Enforcement Agency
John Williams (Alternate), State Enforcement Agency
- c. Staff Present:
Richard Brown, SBCC Staff
Krista, Braaksma, SBCC Staff
David Hruska, SBCC Staff (by Phone)
- d. Visitors Present:
Al Audette
Bart Eggen
Alexei Calambokidis
Roger LeBrun

2. Review and Approve Agenda

- a. Approved, no dissents, no objections.

3. Overview of the Code Adoption and Amendment Cycle and the Role of the TAG

- a. A document was shown on the overhead projector as well as on WebEX. Following this TAG Meeting this document will also be posted on the SBCC web page for the TAG. The document addresses:
 - i. WAC 51-04-020 Policies for the consideration of proposed statewide amendments
 - ii. WAC 51-04-025 Procedure for submittal of proposed statewide amendments
 - iii. The timeline is to establish the submission period for proposed state amendments to the Group 1 codes
 - iv. Washington State Building Code Council's Bylaws, Article II, Technical Advisory Groups
 - v. Tag Operations
 - vi. Process for Code Review
- b. It was asked Q: Is there a conflict of interest if a TAG member is working with another organization, for example WABO, in reviewing the Codes. Staff answered A: No.
- c. Work of this TAG goes to the Building, Fire and Plumbing Council Standing Committee for action.
- d. Work of the TAG is broken into three bodies of work:
 - i. Review changes in the 2018 Code
 - ii. Review the 2015 statewide amendments applicability to 2018
 - iii. Review proposed changes to the 2018 code and amendments
- e. The question was asked Q: Can work groups work together without running afoul of the Administration Procedures Act. Staff answered A: For this phase of the TAG's work - Yes. The work groups fall well below the quorum threshold.

4. Resources Available for TAG Members

- a. Krista noted that Staff is working with ICC to get each TAG member a copy of the IBC and IEBC as well as the ICC Significant Changes documentation. Krista noted that the TAG members will be contacted by ICC with an access code. Richard asked that when this

happens, would the TAG member notify Richard so he can ensure all TAG members receive this documentation.

- b. Hoyt Jetter asked staff to not simply post information on the web site but to send TAG members an e-mail letting them know something has been posted. Staff agreed to this.
- c. Krista reminded the TAG members to sign up for Listserve.
- d. Staff is available to assist the TAG. Process, within the Council Bylaws, is the Chair's pervue.
- e. Jim noted that it is Staff's role to ensure the TAG process adheres to the State's Administrative Procedures Act.
- f. Staff will post on the SBCC TAG site a proposed template for tracking review work.

5. Task Assignments

- a. See attached 2018 Chapter Review Assignments
- b. Krista asked TAG members to notify staff as soon as possible if you fall behind on their assignment(s).

6. Develop Tentative Meeting Schedule and Locations

- a. For reviewing changes in the 2018 Code the next meeting is December 20th followed by January 3rd, January 17th and 31st at Shoreline City Hall if available.
- b. Staff agreed to propose a schedule for the remainder of the review cycle. This proposal will be presented at the December 20th meeting.

7. Adjourned

- a. At 11:20 a.m.