

# **OKLAHOMA UNIFORM BUILDING CODE COMMISSION**

## **REGULAR MEETING MINUTES CONSTRUCTION INDUSTRIES BOARD/UNIFORM BUILDING CODE COMMISSION CONFERENCE ROOM 2401 NW 23RD STREET, SUITE 2F OKLAHOMA CITY, OK 73107 JULY 17, 2018 – 1:30 P.M.**

### **COMMISSION MEMBERS PRESENT:**

Amber Armstrong (arrived at 1:35 p.m.), Ross Barrick, Danny Hancock, Chris Henderson, Rick Lueb, Joe McKenzie, Robert Soder, and David Timberlake

### **COMMISSION MEMBERS ABSENT:**

David Hall, Curtis McCarty, and Cary Williamson

### **OTHERS PRESENT:**

Billy Pope (OUBCC Staff), Lindsay Heinrichs (OUBCC Staff), Bryan Neal (Attorney General's Office), Mike Ervin (Oklahoma Capitol Strategies), LaTisha Edwards (Office of Management and Enterprise Services "OMES" – Agency Business Services "ABS"), and Tim Yaciuk (IEC-OKC)

### **CALL TO ORDER:**

Mr. David Timberlake called the regular meeting of the Oklahoma Uniform Building Code Commission to order at 1:32 p.m. in the Construction Industries Board/Uniform Building Code Commission Board Room at Shepherd Mall, 2401 NW 23rd St., Suite 2F, Oklahoma City, OK 73107.

### **STATEMENT OF COMPLIANCE:**

The following statement was read into the record:

"This regular meeting of the Oklahoma Uniform Building Code Commission scheduled to begin at 1:30 p.m. on this 17th day of July, 2018, has been convened in accordance with the Oklahoma Open Meeting Act, Title 25 O.S. Sections 301 through 314.

Further, this meeting was preceded by an advance public notice that was sent to the Secretary of State electronically specifying the date, time, and place of the meeting here convened.

Notice of this meeting was given at least twenty-four (24) hours prior hereto. To date, three hundred twenty-seven (327) people have filed a written request for notice of meetings of this public body."

### **REPORTS:**

#### CEO Report:

Mr. Pope stated his report was under Tab A. He noted all the 2018-2019 code training classes had been submitted and approved by International Code Council (ICC) and Construction Industries Board. He noted the first class was in August, people were signing up and the class would be held in Yukon. He stated he had been in contact with the Director of Realtor Estate and Leasing concerning office space at the Francis Tuttle Vo Tech to see if they could accommodate us.

Mr. Pope explained the Go Gov Delivery program and reviewed the numbers starting out in January at 79 and in July at 327. He explained it was for anyone who visited the OUBCC website and it gave

them the option to receive notifications on the subjects they were interested in. He then reviewed the monthly reports. Mr. McKenzie asked about how the Go Gov Delivery system worked. Mr. Pope provided further information on the process.

Ms. Amber Armstrong asked if the education committee should be involved with the code training classes. There was further discussion on the education committee's previous actions; current inactivity; chair for the committee; and the need for the committee to be more involved in the process. Ms. Armstrong clarified her question was more about what purpose the committee served. She noted she was asked by a previous attendee for more classes on a specific code, but wasn't able to bring it up. Mr. Timberlake noted there were other committees that were inactive and suggested the committee should get together and provide input with regards to the classes. Mr. Lueb noted the list of commission committees was in the back of the book and for a point of order, Ms. Armstrong should be listed as present in the minutes. Ms. Heinrichs confirmed she had Ms. Armstrong noted as present. Mr. Timberlake asked if there was any legislative updates. Mr. Pope replied there wasn't. He added the legislature was setting up some committees, but there wasn't much information on them yet.

Financial Report:

Ms. LaTisha Edwards with OMES ABS greeted the Commission. She reviewed each of the reports for the month ending, June, 2018. She noted when looking at the revenue verses expenditures the OUBCC had a net gain of \$112,699. After completing her presentation, Mr. Timberlake asked on first page under annual budget was \$656,000, expenditures to date was \$436,000 and a remaining of \$119,000. Ms. Edwards stated the remaining was \$193,826 under the column labeled annual variance. He asked if it was the same on the summary of receipts and disbursements, for the net gain of \$112,699. Ms. Edwards stated the number was not on the reports, but it was a net gain for the past year revenue verse expenditures for the entire fiscal year.

**ACTION AND DISCUSSION ITEMS:**

Discussion and possible approval of the June 19, 2018 regular meeting minutes

Mr. Timberlake noted this was item "C" in the commission books and asked if there were any corrections or additions to them, and if not, stated he would entertain a motion to approve the minutes.

**MR RICK LUEB MADE A MOTION WITH A SECOND BY MR. JOE MCKENZIE TO APPROVE THE MINUTES AS SUBMITTED**

VOTING AYE:        Ross Barrick  
                          Danny Hancock  
                          Chris Henderson  
                          Rick Lueb  
                          Joe McKenzie  
                          Robert Soder  
                          David Timberlake

VOTING NAY:        None

ABSTAIN:            Amber Armstrong

ABSENT:             David Hall  
                          Curtis McCarty  
                          Cary Williamson

Discussion and possible action on a slate of volunteers for Electrical Technical Committee (ETC), tasked with reviewing the 2017 National Electrical Code®, (NEC®)

Mr. Pope stated the OUBCC received two more applications and they were added to the slate of volunteers and recommended going forward with what the commission had and the adoption process. Ms. Armstrong asked if the Commission received an application for an alternate code official, could they be added at a later point in time. Mr. Bryan Neal stated yes as long as there was an agenda item. Mr. Timberlake stated he would entertain a motion to approve the Electrical Technical Committee slate.

**MR. JOE MCKENZIE MADE A MOTION WITH A SECOND BY MR. DANNY HANCOCK TO APPROVE ACCEPTING THE TWO APPLICATIONS OF STEVE NAVAIR AND SAMUEL HABERMAN AS ADDITIONS TO THE COMMITTEE MEMBER NAMES**

VOTING AYE: Amber Armstrong  
Ross Barrick  
Danny Hancock  
Chris Henderson  
Rick Lueb  
Joe McKenzie  
Robert Soder  
David Timberlake

VOTING NAY: None

ABSTAIN: None

ABSENT: David Hall  
Curtis McCarty  
Cary Williamson

Mr. Barrick asked if staff could be directed to set a preliminary meeting and notify the members.

Discussion and possible action on the review and changes to the OUBCC Strategic Plan and the possible creation of a Strategic Plan Commission Committee

Mr. David Timberlake stated unless there was an objection the Commission could review the Strategic Plan, but Mr. David Hall was absent and suggested this be tabled until he was available to lead the Commission through it. This item was tabled and no further action was taken.

Discussion and possible action on the review of the 2018 Editions of the International Building Code®, International Existing Building Code®, International Fire Code®, International Fuel Gas Code®, International Mechanical Code®, and International Plumbing Code®; and to authorize solicitation of volunteers for such purpose to serve on appropriate technical committee(s)

Mr. Pope stated the Commission could decide to adopt the 2018 Editions of the codes or if they didn't want to that was the purpose of the item. Mr. Danny Hancock asked, if the timeline was approved it would not be in legislation this year and would not be submitted until the 2020 session. He added the 2021 codes would be available in 2020. He believed the Commission should hold off until 2021 codes. Mr. Pope stated there were three commissioners missing and suggested the Commission wait to vote

until all commissioners were present. Mr. Timberlake agreed, but would hear any discussion on the subject. There was discussion on whether there was time to review 2018 codes or wait until the 2021 became available. Mr. Rick Lueb stated he provided Ms. Hehnly with a timeline study for adopting the codes and how long it took to get them approved. Ms. Armstrong stated the last committee she served on as a liaison had three books the IFC®, the IBC® and the IEBC® and found it difficult and time consuming to review two editions of each book in the time frame the committee was given. She suggested a compromise might be to review the new codes when they became available and make the significant changes the committee would like instead of adopting the entire code. She also noted there was new information in the 2018 IBC® which is not in the 2015 IBC® concerning State Question 788 and how to deal with growing, processing and the hazards which were involved. There was some discussion on if the jurisdictions had the time and funds available to adopt every three years. Mr. Timberlake stated his concern would be to have part of the code reviewed and not the other which might be confusing. Mr. Neal stated the Statutes did not require the Commission to adopt a certain number of codes per year, but did state what the Commission was authorized to do and there was not a set schedule. Mr. Timberlake stated the discussion was tabled and would be on the next agenda. He noted for any commissioner to send any information they had on the matter to Ms. Kathy Hehnly for dissemination before the next meeting.

**NEW BUSINESS:**

There was no new business.

**PUBLIC COMMENTS:**

There were no public comments.

**ADJOURNMENT: (2:01 P.M.)**

MS. AMBER ARMSTRONG MADE A MOTION WITH A SECOND BY MR. CHRIS HENDERSON TO ADJOURN

VOTING AYE: Amber Armstrong  
Ross Barrick  
Danny Hancock  
Chris Henderson  
Rick Lueb  
Curtis McCarty  
Joe McKenzie  
Robert Soder  
David Timberlake

VOTING NAY: None

ABSTAIN: None

ABSENT: David Hall  
Curtis McCarty  
Cary Williamson

Minutes approved in the regular meeting on the 21st day of August, 2018

DAVID TIMBERLAKE  
David Timberlake, Chairman  
Oklahoma Uniform Building Code Commission

PREPARED BY: LINDSAY HEINRICHS  
Lindsay Heinrichs, Administrative Assistant  
Oklahoma Uniform Building Code Commission

*OFFICIAL COPY: Original with signatures in office file.*