

OKLAHOMA UNIFORM BUILDING CODE COMMISSION

ELECTRICAL TECHNICAL COMMITTEE MEETING MINUTES

CONSTRUCTION INDUSTRIES BOARD/UNIFORM BUILDING CODE COMMISSION CONFERENCE ROOM

2401 NW 23RD STREET, SUITE 2F

OKLAHOMA CITY, OK 73107

AUGUST 14, 2018 - 2:00 P.M.

COMMITTEE MEMBERS PRESENT:

David Adcock, Ross Barrick, Jack Bradley, Steve Nievar, James Sorenson, Anthony Stewart

ALTERNATE MEMBERS PRESENT:

Derric Pruitt and Larry Rogers

ALTERNATE COMMITTEE MEMBERS ABSENT:

Samuel Haberman

OTHERS PRESENT:

Billy Pope (Staff – OUBCC), Kathy Hehnly (Staff - OUBCC), Lindsay Heinrichs (Staff-OUBCC)

CALL TO ORDER:

Mr. Billy Pope called the meeting of the Oklahoma Uniform Building Code Commission (OUBCC), Electrical Technical Committee (ETC) to order at 2:10 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.

WELCOME AND REVIEW OF COMMITTEE MEMBER RESPONSIBILITIES:

Mr. Pope introduced the OUBCC staff and the Commission liaison, Ross Barrick. He explained Mr. Barrick would represent the Commission to the committee members and provide feedback and updates to the Commission on the committee's actions. Mr. Pope had all the committee members introduce themselves and provide some of their background to the rest of the committee. He thanked everyone for volunteering to serve on the committee, adding their service provided a benefit to everyone within the State of Oklahoma.

Discussion of technical committee procedure

Mr. Pope stated the next item was regarding the OUBCC Technical Committee procedure and asked Ms. Hehnly to provide some information. Ms. Hehnly stated there was a procedure written for technical committees under tab "B". She added the procedure outlined how committees were created, meeting specifics, and responsibilities of staff and committee members, public comment review, final presentation creation and presentation. She discussed the staff, committee, and public comment forms. She noted after the presentation was done there was a review period for the committee to review for the draft rules that would be created based off the presentation approved by the Commission. She added when the draft rules were approved it would go through the State's Rule Making process, to the Governor and Legislature for approval before the rules could go into effect. She recommended each member review the process at their leisure.

Discussion of travel reimbursement process

Ms. Hehnly noted as committee members, they were each entitled to mileage reimbursement and any tolls for attendance at the meetings. She noted the form from OMES was sent out via email, and if a member wanted to be reimbursed, to fill out the form and sent to the fax or email listed on the form and not to the OUBCC staff. She noted the OUBCC staff would need the members tag number, address, mileage, and the amount of any tolls. She reviewed the mileage reimbursement rate and noted rate increases could be made by the State at a later date.

Assignment and sign-out of books

Mr. Pope stated the next item was regarding the sign out of the NEC®, 2017 books and asked Ms. Heinrichs to provide more information. Ms. Heinrichs noted there was a sheet on the book at each member's seat for them to sign, if the Committee members needed a book. She added after the review was over the member would sign the book back in. She added if the book was not returned the Committee member would be charged for the book. Mr. Pope noted the book was free to take home. Ms. Hehnly added they were welcome to mark up the book however needed during their review, but the Committee members would have to turn the book back in because the State of Oklahoma did not allow the giving of a "thing of value" to anyone. Mr. Adcock asked what to do if they didn't need the book provided. Ms. Hehnly noted, just mark the sheet "not taking the book" and sign the sheet.

DISCUSSION AND ACTION ITEMS:

Discussion and possible action on setting a future meeting schedule to include:

(1) Review of code adoption timeline

(2) Meeting dates

(3) Meeting times

Mr. Pope noted Ms. Hehnly had created a timeline for the code adoption process. He noted the Committee's recommendation would not be submitted during the 2019 Legislative session, but it would be submitted for the 2020 Legislative session. He noted there was an item on the Commission's next Agenda for discussion on whether to adopt the 2018 ICC Codes.

Mr. Pope asked if anyone had any input. There was discussion among the Committee members, Mr. Barrick, Ms. Hehnly and Mr. Pope concerning the State's process with reviewing and adopting the code which was different than some of the Committee members were familiar with. Mr. Pope noted the Committee could not meet any longer than the dates on the timeline or the recommendation would not be in the 2020 Legislature session.

Mr. Pope stated item "2" was when the Conference room was available for the Committee to meet for regular monthly meetings. After discussion, the Committee determined Wednesday at 1:30 p.m. was the best option for regular meetings. There was discussion among Committee members Mr. Barrick and Mr. Pope regarding which dates were better for the Committee members.

Discussion and possible action on the election of committee officers:

(1) Chairman

Mr. Pope stated the Committee would need to elect a Chairman for the Committee. Mr. Barrick stated Mr. John Staires had indicated to Mr. Barrick he was okay with being nominated as the Chairman.

MR. DERRIC PRUITT MADE A MOTION WITH A SECOND BY MR. JACK BRADLEY TO NOMINATE MR. JOHN STAIRES AS CHAIRMAN

VOTING AYE: David Adcock
Ross Barrick
Jack Bradley
Steve Nievar
James Sorenson
Anthony Stewart

VOTING NAY: None

ABSENT: John Staires
Samuel Haberman

ABSTAIN: None

(2) Vice-Chairman

Mr. Pope stated the Committee would need to nominate a Vice-Chairman for the Committee. He noted the Vice-chair could also fill in for the chair, if he was absent. Mr. Sorenson stated he nominated himself for the Vice-Chairman.

MR. DAVID ADCOCK MADE A MOTION WITH A SECOND BY MR. JAMES SORENSON TO NOMINATE MR. JAMES SORENSON AS VICE-CHAIRMAN

VOTING AYE: David Adcock
Ross Barrick
Jack Bradley
Steve Nievar
James Sorenson
Anthony Stewart

VOTING NAY: None

ABSENT: John Staires
Samuel Haberman

ABSTAIN: None

Mr. Derric Pruitt stated his name was not called. Ms. Heinrichs clarified that the alternate positions were not allowed to vote unless the committee member who they are an alternate for was absent.

Discussion on technical committee goals/direction to be taken

Mr. Pope stated the next item on the agenda was the committee's goals/direction to be taken and asked Mr. Barrick to explain this item. Mr. Barrick stated the staff comment forms were changes adopted by the State of Oklahoma. He discussed the three types of comment forms, there was one for each staff, committee, and the public. Mrs. Hehny stated a few of the staff comment forms were submitted by other committees that dealt with specific changes. Mr. Barrick explained if a public comment form was submitted and the committee agreed on the change, but not the language, the committee could amend or modify the public comment form. He discussed the committee could submit a comment form when the 2020 IRC® is published with the exceptions concerning the electrical code.

Mr. Barrick noted there was a two staff comment forms from the Alternative Fuel Program Technical Committee that contained a lot of discussion. He added if there was something or new technology that the committee was aware of, using or inspecting, then a committee comment form should be submitted.

There was discussion on when to submit a committee verses public comment form. Mr. Barrick clarified a committee member submitted a committee comment form and the public comment form was for everyone else. He noted several places in different codes where electrical was discussed and changes were made in previous committees. He noted if any committee member wanted to change, add or delete any language in the code to submit a committee comment form. He added the committee's first assignment was to review Chapters 1 and 2 of the NEC®, 2017 and the staff comment forms before the next meeting. There was discussion when the cut off was for the public comment forms, if the public comment forms were posted on the website, and scheduling further meetings after January if the committee was not finished. There was further discussion by the committee to set a cutoff date in which all public comment forms were to be submitted. There was discussion on the fact that the 2020 NEC® would be published by the time the rules for the 2017 NEC® was to submitted to the Legislature. Mr. Barrick reminded the committee would be able to look and submit comment forms from the electrical part of 2018, IRC®.

Discussion and possible action on public comment forms received to date, if any:

There were no submitted written public comment forms.

PUBLIC COMMENTS:

There was no public comment.

ADJOURNMENT:

MR. DAVID ADCOCK MADE A MOTION WITH A SECOND BY MR. JAMES SORENSON TO ADJOURN

VOTING AYE: David Adcock
 Ross Barrick
 Jack Bradley
 Steve Nievar
 James Sorenson

Anthony Stewart

VOTING NAY: None

ABSENT: John Staires
Samuel Haberman

ABSTAIN: None

Minutes approved in Committee Meeting on the 12 day of September, 2018

JOHN STAIRES
Mr. John Staires, Chairman
Electrical Technical Committee

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

Official Copy: Original with signatures in office file