

OKLAHOMA UNIFORM BUILDING CODE COMMISSION

REGULAR MEETING MINUTES

VIRTUAL – WEBEX MEETING

APRIL 7, 2021 – 1:30 P.M.

COMMISSION MEMBERS PRESENT ON WEBEX VIDEO:

Stephanie Cliff, Paul Gunderson, Danny Hancock, Kyle Lombardo, Lonnie Shackelford, Scott Tucker, and Cary Williamson

COMMISSION MEMBERS ABSENT:

Justin Blunt, Daniel Favata, Mitchell Hort, and Donny Williamson

OTHERS PRESENT:

Billy Pope (OUBCC Staff), Kathy Hehnly (OUBCC Staff), Lindsay Heinrichs (OUBCC Staff), Bryan Neal (Oklahoma Attorney General's Office), LaTisha Edwards (Office of Management and Enterprise Services (OMES), Agency Business Services Division (ABS)), Rhonda Harding-Hill (Oklahoma Department of Commerce), Robin Cornwell, Lew Goidell, Robert Glass, Kelly Sadler, JW Williams, Lee Fithian, Evan Thibault, and Brad Rowe

CALL TO ORDER:

Mr. Cary Williamson, Chairman of the Commission called the regular meeting of the Oklahoma Uniform Building Code Commission to order at 1:30 p.m. on the WebEx call established for the meeting.

STATEMENT OF COMPLIANCE:

The following statement was read into the record:

"This special meeting of the Oklahoma Uniform Building Code Commission scheduled to begin at 1:30 p.m. on this 7th day of April 2021, 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 forty-eight (48) hours prior hereto. To date, 4063 (four thousand sixty-three) people have filed a written request for notice of meetings of this public body."

REPORTS:

CEO Report:

Mr. Pope stated his two items were further along on the agenda and wanted to give his report at that time.

Financial Report:

Ms. LaTisha Edwards with OMES ABS greeted the Commission. She reviewed the Commission's budget and expenditures noting that to date, the agency was running under budget

for every category and there were adequate funds for the remainder of the fiscal year. She noted the available cash balance in the 285-class fund as of March 31, 2021, was \$1,208,191. She noted the total revenue to the agency's budget for the year \$457,491.00. She noted the total expenditures to the fund to date was \$311,336.00. She stated there was \$54,803 in the agency's clearing account and once the fund was reconciled, the funds would be transferred into the 285-class fund. At the end of her presentation there were no questions for Ms. Edwards.

Technical Committee Review Updates:

1. Residential and Commercial Ice and Water Barrier Technical Committee

Ms. Cliff stated the committee had met virtually on April 1, 2021. She noted the committee discussed pictures and data provided for the committee. She stated the roofing professionals were adamant on the need for ice and water barrier statewide, however the builders and other contractors didn't agree it should be a minimum requirement statewide. She noted a consultant from the Construction Instruction was on the call, and stated they were not sure it should be implemented statewide and pointed out the ice and water barrier wouldn't stop all claims, as there were other items could contribute to ice damming. She noted the committee did not complete all the items on their agenda and would be meeting again in May.

2. Residential Building Technical Committee

Mr. Shackelford noted that committee meeting met on April 5th and went over Chapters 5 and 6. He added it went smoothly and the next meeting was scheduled for April 26th, as they were meeting every three weeks. He stated at that meeting they would be reviewing Chapter 7 and 8. He noted one issue that had come up was related to pools and how to reference them in the code requirements.

3. Residential Fuel Gas, Mechanical and Plumbing Technical Committee

Mr. Hancock noted his committee had met on March 25th. He stated Mr. Blalock had been voted in to serve as committee Chairman. He noted that meeting was administrative in nature and they had not reviewed any chapters. He noted the committee would be meeting every second and third Thursdays of each month except in June and August. He noted in those months they would only be meeting the second Thursday. He added meetings would take place at 1:30 p.m. He noted the committee was set to review Chapters 1 and 2 and 12 through 23 at the next meeting.

ACTION AND DISCUSSION ITEMS:

Discussion and possible approval of the March 16, 2021, regular meeting minutes

MR. DANNY HANCOCK MADE A MOTION WITH A SECOND BY MR. PAUL GUNDERSON TO APPROVE THE MARCH 16, 2021, REGULAR MEETING MINUTES

VOTING AYE: Stephanie Cliff
 Paul Gunderson
 Danny Hancock
 Kyle Lombardo
 Lonnie Shackelford
 Scott Tucker
 Cary Williamson

VOTING NAY: None
ABSTAIN: None
ABSENT: Justin Blunt
Daniel Favata
Mitchell Hort
Donny Williamson

Update and discussion on proposed legislation related to the OUBCC

Mr. Pope stated SB148 was still going through the process. He added HB1818 was still active but was not on the current committee agenda to be heard on the Senate side. Mr. Hancock noted SB148 had moved out of House committee meeting earlier in the day and would be making its way to the floor.

Discussion and possible action on a lease for new office space at Shepherd Center

Mr. Pope noted the lease was standard boiler plate language for the State. He noted the total square footage was 3959. He stated the lease amount would be \$75,959.76 for the first year. He noted the projected date of occupancy was June 1, 2021 but he thought July 1 was a more reasonable expected date. Mr. Lombardo asked if the agency would be responsible for utilities. Mr. Pope replied no as those were handled by the lessor.

Discussion and possible action on the FY22 Final Budget

Mr. Hancock stated the Budget, Fees and Rules committee met last week to review the budget in detail. He reviewed the major changes for the final FY22 budget that were different from the budget request sent in October. He noted overall the final budget that would be submitted was \$695,153, he noted which was an increase of \$27,686 from the initial budget request. At the end, there were no questions for Mr. Hancock.

MR. KYLE LOMBARDO MADE A MOTION WITH A SECOND BY MR. LONNIE SHACKELFORD TO APPROVE THE FY22 BUDGET

VOTING AYE: Stephanie Cliff
Paul Gunderson
Danny Hancock
Kyle Lombardo
Lonnie Shackelford
Scott Tucker
Cary Williamson

VOTING NAY: None
ABSTAIN: None

ABSENT: Justin Blunt
Daniel Favata
Mitchell Hort
Donny Williamson

Discussion and possible action on approving volunteer applications for vacant positions, if any for the following committees:

1. Residential Building Technical Committee

No applications were submitted for consideration

2. IRC and IBC Ice and Water Barrier Technical Committee

No applications were submitted for consideration.

3. Residential Electrical Technical Committee

No applications were submitted for consideration.

4. Residential Fuel Gas, Mechanical and Plumbing Technical Committee

One application was submitted for application. The applicant was a representative from the LP Gas Administration, Steven Rush.

Ms. Hehnlly noted there were only applications for two committees. She noted the RFGMP committee had the representative for the LP Gas Administration and the second group was to approve the current applications for the IECC committee.

MR. DANNY HANCOCK MADE A MOTION WITH A SECOND BY MR. PAUL GUNDERSON TO ACCEPT THE APPLCIATION FOR STEVEN RUSH TO REPRESENT THE LP GAS ADMINISTRATION

VOTING AYE: Stephanie Cliff
 Paul Gunderson
 Danny Hancock
 Kyle Lombardo
 Lonnie Shackelford
 Scott Tucker
 Cary Williamson

VOTING NAY: None

ABSTAIN: None

ABSENT: Justin Blunt
 Daniel Favata
 Mitchell Hort
 Donny Williamson

5. International Energy Conservation Code Technical Committee

Mr. Hancock asked if they were confirming the entire list. Ms. Hehnlly noted they were.

MR. DANNY HANCOCK MADE A MOTION TO APPROVE THE SLATE OF POSITIONS

Mr. Pope stated the list brought forward contained suggested commission liaison members and that there may be other commissioners that felt they should also be on the committee. He noted staff was not trying to limit any of that, but if there were other commissioners who wanted to

serve, he suggested adding two more commission liaisons to keep the committee at an odd number. Mr. Shackelford stated he would volunteer as a liaison. Mr. Pope added he thought Mr. Gunderson might also be a good addition. Mr. Gunderson stated he would be happy to serve.

MR. DANNY HANCOCK AMENDED HIS MOTION WITH A SECOND BY MR. PAUL GUNDERSON TO APPROVE THE SLATE OF VOLUNTEERS AS MODIFIED TO INCLUDE TWO MORE COMMISSION LIAISONS; MR. PAUL GUNDERSON AND MR. LONNIE SHACKELFORD

VOTING AYE: Stephanie Cliff
Paul Gunderson
Danny Hancock
Kyle Lombardo
Lonnie Shackelford
Scott Tucker
Cary Williamson

VOTING NAY: None

ABSTAIN: None

ABSENT: Justin Blunt
Daniel Favata
Mitchell Hort
Donny Williamson

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT: (2:01 P.M.)

MR. DANNY HANCOCK MADE A MOTION WITH A SECOND BY MR. KYLE LOMBARDO TO ADJOURN

VOTING AYE: Stephanie Cliff
Paul Gunderson
Danny Hancock
Kyle Lombardo
Lonnie Shackelford
Scott Tucker
Cary Williamson

VOTING NAY: None

ABSTAIN: None

ABSENT: Justin Blunt
Daniel Favata
Mitchell Hort
Donny Williamson

Minutes approved in the regular meeting on the ____ day of _____, 2021

Cary Williamson, Chairman
Oklahoma Uniform Building Code Commission

PREPARED BY: _____
Kathy Hehnly, Executive Assistant
Oklahoma Uniform Building Code Commission