THURSDAY, SEPTEMBER 27, 2018

MEETING SUMMARY AND OVERVIEW

At the Thursday, September 27, 2018 teleconference meeting the POC considered regular procedural issues including product approval and entities statistics reports; a status report on conditional approvals from the August 2018 Commission meeting, indicating that with the exception of one application (FL 22886 from the April 2018 cycle) all of the applications are now resolved and approved; review and approval of product and entity applications; and a review of DBPR approved product approval applications. In addition, the POC received an update regarding stakeholders' requests for education and training topics for the current Product Approval System. Specific actions included: recommending the Commission take action on product and entity applications as recommended by the POC and reflected in DBPR staff's product and entity approval reports.

Background and Supporting Documents

Relevant background and supporting documents are linked to each agenda item. The Agenda URL for the September 27, 2018 meeting is as follows:

http://www.floridabuilding.org/fbc/commission/FBC_1018/Product_Approval/Product_Approval_Agenda.htm.

AGENDA ITEM OUTCOMES

A. 1. STATEMENT OF TELECONFERENCE PARTICIPATION PROCESS

Jeff Blair reviewed the teleconference participation process with participants reminding them that it is important for participants to keep their phones on mute to minimize background noise, not to put their phones on hold, and to wait until invited to speak to avoid confusion and chaos. Jeff emphasized that all participants will have ample time to speak on all agenda items. Participants were reminded to state their names each time they speak.

A. 2. OPENING AND MEETING PARTICIPATION

The meeting was opened at 10:00 AM, and roll call determined a quorum of the members were present. The following POC members participated (6 of 6 members):

Jeff Stone (Chair), David Compton, Nan Dean, David Gilson, Robert Hamberger, and Brian Swope.

Members Absent:

None.

A. 3. DBPR STAFF PARTICIPATING

Zubeyde Binici, Jim Hammers, Chris Howell, Mo Madani, and Justin Vogel.

Meeting Facilitation and Reporting

Product Approval POC meetings are facilitated and meeting reports drafted by Jeff Blair from the FCRC Consensus center at Florida State University. Information at: http://consensus.fsu.edu/

 CONSENSUS CENTER

A. 4. AGENDA REVIEW

The POC voted unanimously, 6 - 0 in favor, to approve the agenda for the September 27, 2018 meeting as posted/presented. Following are the key agenda items approved for consideration:

- To Consider/Discuss Product Approval Program Issues.
- To Consider/Decide on Approval of Products and Product Approval Entities.

Amendments:

There were no amendments to the posted Agenda.

The complete Agenda is included as *"Attachment 1".*

(See Attachment 1—Agenda)

B. REVIEW AND APPROVAL OF THE AUGUST 14, 2018 MINUTES AND FACILITATOR'S SUMMARY REPORT

MOTION—The POC voted unanimously, 6 – 0 in favor, to approve the August 14, 2018 meeting minutes and Facilitator's Summary Report as posted/presented.

Amendments:
*None were offered.

C. 1. PRODUCT APPROVAL AND ENTITIES STATISTICS REPORT

Zubeyde Binici reviewed the product and entities statistics reports with participants and answered members' questions. Zubeyde reported that the total number of product approval applications approved to the 2017 Code is 4,359 (4,991 total in the System), the total number of products approved to the 2017 Code is 17,851 (20,634 total in the System), and the total number of entities approved to the 2017 Code is 121 (403 total in the System). The reports are linked to the Product Approval POC's agenda.

C. 2. REPORT ON CONDITIONAL APPROVALS FROM THE AUGUST 15, 2018 FBC MEETING

Commissioner Stone noted that with one exception the relevant conditions were met for each of the conditional approvals reported at the August 15, 2018 Commission meeting, and with the exception of FL 22886 [from the April 2018 cycle] all of the products are now approved. Mo Madani noted that FL 22886 has completed testing to comply with the conditions for approval, and the applicant is in the process of revising the application to upload the revised Evaluation Report, and staff will keep the POC updated as appropriate.

C. 3. UPDATE ON THE EDUCATION AND TRAINING NEEDS FOR THE CURRENT PRODUCT APPROVAL PROGRAM

At the August 15, 2018 meeting the Commission voted to charge staff with reviewing existing education courses and information regarding the Product Approval System, and to determine whether there are additional opportunities to enhance education on the System. Mo Madani provided the POC with an update on education and training needs. Mo reported that staff surveyed interest groups regarding education and training needs, and that some of the requested topics would require hands-on-training and could be addressed with webinars. Mo indicated that interest groups expressed interest in education and training topics as follows:

1. Rule 61G20-3, F.A.C. (Product Approval);
2. The Product Approval Process: steps, timing, costs;
3. Compliance Methods;
4. Rule for a submitting a product application;
5. Application submittal: uploading documents on the application; editing an application;
6. Validation;
7. Contact person and information;
8. Finding the referenced standards on the FBC (e.g., ASTM);
9. Updating a manufacturer's field (i.e., address);
10. The help function on the application pages have missing information or are not visible;
11. Non-impact, impact, and HVHZ requirements on the installation instructions; and,
12. The difference between an editorial change and a revision.

D. 1. PRODUCT AND ENTITY APPLICATIONS CONSENT AGENDA

Commissioner Stone presented the consent agenda for entities by asking if any participants wished to have any entity applications pulled from the consent agenda for individual consideration. There were no entity applications pulled for individual consideration. Commissioner Stone presented the consent agenda for approval of products by asking if any participants' wished to have any applications pulled from the consent agenda for individual consideration. There were no product approval applications pulled for individual consideration.

POC Actions:

MOTION—The POC voted unanimously, 6 - 0 in favor, to recommend the Commission approve the consent agenda of product approval entities (10) recommended for approval as posted.
MOTION—The POC voted unanimously, 6 - 0 in favor, to recommend the Commission approve the consent agenda of products (137) recommended for approval to the 2017 Code as presented/posted.

PRODUCT APPROVAL APPLICATIONS PULLED FROM THE CONSENT AGENDA FOR INDIVIDUAL CONSIDERATION

None.

D. 2. PRODUCT APPROVAL APPLICATIONS WITH DISCUSSION OR COMMENTS

Jeff Blair presented the products with discussion and public comment. Following are the POC's recommendations on the (18) product approval applications submitted for approval to the 2017 Code with public comment:

- The POC recommends the Commission conditionally approve product FL 1592 R-8 based on the conditions identified by public comment and recommended by DBPR staff (6 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 3859 R-2 based on the conditions requested by the applicant and recommended by DBPR staff (6 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 11602 R-7 based on the conditions identified by public comment and recommended by DBPR staff (6 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 12400 R-9 based on the conditions identified by public comment and recommended by DBPR staff (6 – 0 in favor).
- The POC recommends the Commission approve product FL 12847 R-5 (6 – 0 in favor).
- The POC recommends the Commission approve product FL 13104 R-5 (6 – 0 in favor).
- The POC recommends the Commission approve product FL 14482 R-8 (6 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 14911 R-11 based on the conditions identified by public comment and recommended by DBPR staff (6 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 14994 R-4 based on the conditions identified by public comment and recommended by DBPR staff (6 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 14996 R-5 based on the conditions requested by the applicant and recommended by DBPR staff (6 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 15905 R-8 based on the conditions identified by public comment and recommended by DBPR staff (6 – 0 in favor).
- The POC recommends the Commission approve product FL 21852 R-2 (6 – 0 in favor).
- The POC recommends the Commission approve product FL 22527 R-3 (6 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 25610 R-2 based on the conditions identified by public comment and recommended by DBPR staff (6 – 0 in favor).
- The POC recommends the Commission approve product FL 27559 (6 – 0 in favor).
- The POC recommends the Commission deferral for product FL 27725 to allow the applicant to respond to the public comments provided during the September 27, 2018 Product Approval POC meeting (6 – 0 in favor).
- The POC recommends the Commission approve product FL 27914 (6 – 0 in favor).
- The POC recommends the Commission approve product FL 27971 (6 – 0 in favor).

The complete report of POC recommendations on product and entity applications is available linked to the Florida Building Commission's October 8 - 9, 2018 agenda.

D. 3. DBPR APPLICATIONS

Commissioner Stone noted that there were a total of 102 DBPR applications including 10 applications with comments submitted for approval to the 2017 Code. Staff noted that the applications with comments have been resolved to staff's satisfaction (either the application was revised or no change was needed) and no further action was required for approval of the products. The balance of the DBPR applications for the cycle were approved, and no further action was required of the POC. All of the recommendations for the DBPR applications are linked to the September 27, 2018 Product Approval POC agenda posted on the BCIS.

E. 1. PUBLIC COMMENT

Commissioner Stone invited members of the public to address the Product Approval POC on any issues under the POC's purview.

Public Comments:

- There were no Public comments.

E. 2. POC MEMBER COMMENT

Commissioner Stone invited POC members to offer any general comments to the POC.

- Dave Compton: Asked whether there are Product Approval Program education and training PowerPoints available?
- Mo Madani: Responded that yes there are, and staff will revise the presentations to address the topical requests from interest groups.

E. 3. STAFF MEMBER COMMENT

Commissioner Stone invited DBPR staff members to offer any general comments to the POC.

- There were no staff comments.

POC RECOMMENDATIONS FOR COMMISSION ACTION

The POC recommends the following actions to the Florida Building Commission:

1.) The POC recommends the Commission take action on product and entity applications as recommended by the POC and reflected in DBPR staff's product and entity approval reports.

NEXT STEPS

The POC will meet November 29, 2018 to provide recommendations to the Commission on Product Approval System relevant issues for the December 11, 2018 Commission meeting.

(See Attachment 2—POC Meeting Schedule)

F. ADJOURN

After a second roll call confirmed that the POC retained a quorum, Commissioner Stone, POC Chair, thanked POC members, staff and the public for their attendance and participation, and adjourned the meeting at 10:31 AM on Thursday, September 27, 2018.

ATTACHMENT 1

MEETING AGENDA

FLORIDA BUILDING COMMISSION
PRODUCT APPROVAL PROGRAM OVERSIGHT COMMITTEE (POC)

THURSDAY, SEPTEMBER 27, 2018—10:00 AM
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
2601 BLAIR STONE ROAD—TALLAHASSEE, FLORIDA 32399

MEETING OBJECTIVES

- To Consider/Discuss Product Approval Program Issues
- To Consider/Decide on Approval of Products and Product Approval Entities

PRODUCT APPROVAL POC MEMBERS

Jeff Stone-Chair, David Compton, Nanette Dean, David Gilson, Robert Hamberger, and Brian Swope.

MEETING AGENDA— THURSDAY, SEPTEMBER 27, 2018

All Agenda Times—Including Adjournment—Are Approximate and Subject to Change

10:00AM	A)	**Call to Order** **1. Statement on Teleconference Participation Process** **2. Roll call of POC Members** **3. Identification of Staff/Attendees** **4. Review and Approval of Agenda**
	B)	**Review & Approve *August 14, 2018* Minutes and Facilitator Summary Report**
	C)	**Product Approval Program Issues:** **1) Product Approval & Entities Statistics Report** **2) Report on Conditional Approvals from the *August 15, 2018* Meeting.** **(All conditional approval requirements were met except FL 22886)** **3) Update on education and training needs for the current Product Approval Program.**
	D)	**Department of Business and Professional Regulation Reports:** **1. Review of Product Approval & Entity Applications** **2. Product Approval Applications with Comments** **3. DBPR Applications**
	E)	**Public/POC/Staff Comments**
	F)	*Adjourn*

ATTACHMENT 2

PRODUCT APPROVAL POC MEETING SCHEDULE

2018 SCHEDULE	LOCATION
February 1, 2018	Tallahassee/DBPR and via Teleconference/Webinar
March 29, 2018	Tallahassee/DBPR and via Teleconference/Webinar
June 4, 2018	Tallahassee/DBPR and via Teleconference/Webinar
August 2, 2018	Tallahassee/DBPR and via Teleconference/Webinar
September 27, 2018	Tallahassee/DBPR and via Teleconference/Webinar
November 29, 2018	Tallahassee/DBPR and via Teleconference/Webinar