

Florida Building Commission

Attachment to the April 10, 2000 Minutes

Facilitators' Report of the April 10, 2000 Commission Meeting

Orlando, Florida

Meeting Design & Facilitation By:



Florida Building Commission

Attachment to the April 10, 2000 Minutes

I. OVERVIEW OF AD HOCS' KEY DECISIONS

Monday, April 10, 2000

Product Approval Ad Hoc

The Ad Hoc agreed to identify the key issues, key stakeholders, any needed information, and to review the work/task plan.

Identify key issues for resolution:

The key issues that were identified were:

- Define Validation
- Oversight of system
- Define long term approval
- Architect and engineers (level playing field)
- Local approval
- Cost to consumer
- Economic impact vs other evaluation services
- Economic impact on product manufacturers vs local manufacturers
- Timelines for manufacturers (lead time)
- Define/compare 2 systems
 - (1) Statewide (6 products)
 - (2) Approval system for the remaining products
- Quality Assurance

Identify Stakeholders for inclusion:

- Manufacturers
- General Public
- Dade/Broward
- Building Departments
- Architects and Engineers (specifiers)
- Contractors
- Entities that determine compliance (AAMA)
- Evaluation entities
- Service providers (quality assurance entities, testing labs, evaluation entities)

Identify needed information:

- The need for a statewide system
- Legislative language
- How other systems operate
- Product failures

Timelines:

The Ad Hoc agreed to follow the timelines established in the Commission's workplan.

II. OVERVIEW OF COMMISSION'S KEY DECISIONS

Monday, April 10, 2000

Agenda Review

The Commission reviewed and unanimously approved the agenda as presented.

Public Comment

Five members of the public presented public comment to the Commission.

Overview of Key Tasks Accomplished by Commission

The Commission reviewed the list of key Commission accomplishments to date.
(Attachment 2)

Overview of Key Remaining Commission Tasks for 2000 Delivery

The Commission reviewed the remaining tasks for their consideration, recommendation, and delivery to the Florida Legislature.
(Attachment 3)

Overview/Report on Key Issues from Legislative Session

Rick Dixon reviewed the status of the Building Code Rule in the Legislature and answered Commissioner's questions.

Annual Assessment and Task Planning Workshop

The Commission reviewed the results of their assessment and issues identification survey, consolidated tasks/issues list, and proposed workplan and unanimously approved the proposed workplan and tasks list as presented by a 18 – 0 vote in favor.
(Attachment 4)

Commission Direction to Staff

The Commission unanimously approved, by a 18 – 0 in favor vote, directing staff to ensure that the Commission receives a monthly update and report on the copyright/royalty issue. They would like the report to be given in person by Ava Doppelt (the attorney hired by DCA) and, when this is not possible, they want a written report and update.

Approve Education Training Support Program/Process for the FBC

The Commission reviewed the proposed education program development and timelines process and unanimously adopted the proposal as presented by a 18 – 0 vote in favor.
(Attachment 5)

Amend Decision Procedures for Noticing a Change to the Code (Amendments)

The Commission reviewed the proposed technical and substantive amendments to the process adopted by the Commission at the March meeting and after approving editorial amendments unanimously adopted the proposal as amended by a 18 – 0 vote in favor.
(Attachment 6)

Accessibility TAC Report

The Commission reviewed the proposed TAC report and recommendations and unanimously adopted the report and TAC recommendations as presented by a 18 – 0 vote in favor.

(Attachment 7)

Consideration of Accessibility Waiver Application

The Commission reviewed and decided on the Waiver applications brought to them for consideration.

Product Approval Ad Hoc Report

Commissioner Mehlretter presented the Ad Hoc's report, and the Commission unanimously approved the report by a 18- 0 vote in favor.

(Page 1 of this report)

Manufactured/Prototype Buildings Ad Hoc Report

Commissioner Kopczynski presented the Ad Hoc's report and recommendations, and the Commission unanimously approved the report and recommendations by a 18- 0 vote in favor.

(Attachment 8)

Plumbing TAC Report and Declaratory Statement

Commissioner Shaw presented the TAC's report and recommendations, and the Commission unanimously approved the report and recommendations by a 18- 0 vote in favor.

(Attachment 9)

Threshold Inspector Committee Report

Commissioner Mehlretter presented the committee's report and the Commission unanimously approved the report and recommendations by a 18 – 0 vote in favor.

Legal Staff Reports: Declaratory Statement & Accessibility Waiver Appeal

Staff updated the Commission on the status of the Accessibility Waiver Appeal currently under appeal.

Review Committee Assignments for May's Commission Meeting

Following are the assignments scheduled for the May Commission meeting:

- Public hearing # 2 on the proposed Building Code Rule
- Commission considers and decides on proposed amendment to Building Code Rule.
- Commission reviews prioritized workplan and modifies based on Legislative action.
- Product Approval Ad Hoc reports to Commission. (C)
- Update on Copyright/Royalty Issues. (Q)
- Commission begins discussion on rules of procedure.
- Appoint Ad Hoc to develop Commission Rules of Procedure. (S)
- Appoint Ad Hoc to maintain and update the code. (T)

Attachment 1

Florida Building Commission April 10, 2000 Orlando, Florida

Evaluation Summary

How well did the Commission achieve the meeting objectives?

	Circle One					Avg.
	Good		Poor			
To Hear Public Comment	5	4	3	2	1	4.50
To Hear a Report and Update on Legislative Issues Related to the FBC	5	4	3	2	1	4.50
To Consider Accessibility Waiver Applications	5	4	3	2	1	4.78
To Conduct a Commission Assessment and Workplan Issues Identification Workshop	5	4	3	2	1	4.42
To Adopt the Updated Workplan	5	4	3	2	1	4.50
To Approve Education Training Support Program for the FBC	5	4	3	2	1	4.71
To Hear a Product Approval Ad Hoc Report	5	4	3	2	1	4.57
To Hear a Manufactured/Prototype Buildings Ad Hoc Report	5	4	3	2	1	4.61
To Hear a Plumbing TAC Report and Declaratory Statement	5	4	3	2	1	4.57
To Hear Threshold Inspector Committee Report	5	4	3	2	1	4.69
To Review Assignments for Next Month	5	4	3	2	1	4.58

Rate the following aspects of the meeting?

Clarity of the meeting purpose and plan	5	4	3	2	1	4.21
Balance of structure and flexibility	5	4	3	2	1	4.38
Group involvement and productivity	5	4	3	2	1	4.07
Facilitation	5	4	3	2	1	4.42
Facility	5	4	3	2	1	4.00

Comments:

Did we really need the meeting?

What did you like best about the meeting?

That it was short.

Sound was good.

Good facility.

How could the meeting have been improved?

A little more room at tables would be nice. Commission does not have room to open their books.

Seating/table space not adequate. Staff should specify min. space per commissioner to the hotel at all future meetings.

Attachment 2

Key Tasks Accomplished by Commission (Updated April, 2000)

Legislative Tasks

- Adopted the Florida Building Code [Leg. 1].
- Developed recommendations for changes to existing laws, including state agencies' authority and conforming amendments to law [Leg. 2].
- Established a mutual aid program for local jurisdictions to use for disaster response and recovery [Leg. 3].
- Established a skills development program for entry levels workers [Leg. 4].
- Determined the types of products requiring state or local approval [Leg. 7].
- Developed an information guidebook on roles and responsibilities of construction industry licensees [Leg. 11].
- Threshold Inspection Committee developed recommendations for revising system, laws and rules and Commission adopted recommendations [Leg. 12].
- Established a building code training program for core training and approved filing the Education/Training Rule for adoption [Leg. 13].
- Adopted the Florida Fire Prevention Code and Life Safety Code by reference as part of the Florida Building Code [Leg. 14].
- Developed a report for delivery to the Legislature including 1.) Florida Building Code ; 2.) recommendations for changes to laws for conforming state agency regulatory authorities with the Florida Building Code Act; 3.) description of education programs; 4.) recommendations for developing the product approval program; 5.) recommendations for implementing entry worker training program. [Leg. 15].
- State Agency Regulatory Standards Development Authority [Leg. 2 & Leg. 15].
- Updated the electrical standards to current editions [Leg. 18].

Commission Established Priorities

- Developed recommendations for a Code Interpretation Process including seeking legislative authority for rulemaking authority to interpret codes separate from Chapter 120 provisions. (CPI# 5).
- Developed recommendations on formatting issues (CPI# 7).
- Established recommendations for a parking waivers process (CPI# 21).
- Developed inspection criteria for Chapter 1A.
- Developed recommendations for funding the implementation of the code.
- Developed recommendations for resolving conflicting requirements of the code.

Attachment 3

Key Remaining Commission Tasks

Legislative Tasks

- Establish criteria for economic impact statement of proposed amendments (after 2001) to state code [Leg. 5.]
- Voluntary Standards for Building Departments [Leg. 6]
- Product Approval System [Leg. 8]
- ISO Ratings Program for Building Departments [Leg. 9]
- Guidelines for Local Government Privatization [Leg. 10]
- Education Training and Programs [Leg. 13 & 15]
- Determine which buildings will be exempt from the Code [Leg. 16]
- Review effectiveness of the manufactured buildings regulation and code enforcement (s. 553.77(1)(b). [Leg. 17.]
- Prototype Buildings Review and Approval Process Recommendations [Leg. 19]
- Recommendations to the Legislature for changes to existing laws.
- Develop recommendations for conforming amendments to laws and response to other Legislative mandates.

Commission Established Priorities

- Role of State with overseeing of building inspection departments.
- Information and Communication Support for the Building Code System.
- Review Commission and staff roles relative to public information and involvement (CPI# 2). & Convene a discussion between DCA and Commission on roles (CPI# 13).
- Develop funding recommendations for code enforcement (CPI# 3).
- Make recommendations on FBC policy for transition to International Building Code (CPI# 17 & # 20).
- Review royalty and copyright agreements and make recommendations (CPI# 24).
- Review creating a rating system for structural integrity under storm conditions (CPI# 26).

Additional Commission Priorities

- Establish Commission Rules of Procedure
- Code Maintenance (Changes/Updates/Format/Glitches)
- Establish Plans Review Criteria and Minimum Standards
- Finalize the Code

Attachment 4
Consolidated Tasks /Issues From Commission
Assessment Survey

Substantive Tasks/Issues

Product Approval: (Task C)
System design and implementation.

Education: (Task F)
Training beyond basic 4 hour course; training program on changes in the FBC; public outreach and education; interaction and education with South Florida groups; advise Legislative bodies and inform public; training manuals and programs; standard code report.

Building Departments: (Tasks B, D, and L)
Training and certification of new code inspection personnel; requirements for building official plans examiner and inspector; role of and distance of inspection personnel; ad hoc on building departments; address rating systems for building department plan review standards, etc.

Participation in National Consensus Code Process: (Task P)
Integration of IBC and IRC.

Prototypes and Manufactured Buildings: (Task H)
Review and recommend on administration, inspecting, plans review.

Fire: (Ongoing task of Fire TAC)
Continue to work on existing buildings; integrate in NFPA 2000; fire protection code; function of SFM, FLAC and Fire TACs; joint comparison between FBC and NFPA 101 (2000 ed.).

TACs:
Attendance; role—when will TACs be utilized; provide notice for meetings.

Board of Appeals Process: (Task K; Statutory Review Ad Hoc)
Appeal process from local boards of appeals; what process for state agencies, school boards, small local government, c. colleges, St. universities relative to "board of appeals? (state rule?, statute?, commission rule?)

Wind Borne Debris: (Task W &Task K; Wind Design Review Ad Hoc)
Finalize issue after Legislative session; revise tables after Legislative session.

Insurance Credits: (Task K; Wind Design Review Ad Hoc)

Copyright Issues (Task Q)

Code Format Issues: (Task T)

Cost to purchase new code; code availability on internet; code format, i.e., loose leaf vs. bound copy; distribution and availability.

Code Changes/Updates: (Task T)

Process for when state agencies have "new" code issues, or new federal mandates.

Assess change from ICC codes ; coordination with new national energy code.

Code Document Problems/Glitches: (Task W)

Identify and resolve any outstanding problems associated with the code; eliminate/correct poorly written parts of the code.

Privatization: (Task E)

Create policies.

Enforcement of Code: (Task O)

Who enforces what.

Technical Assistance for the Code: (V)

Accessibility TAC :

Clarification of transfer of parking authority from 1606 to 553.

Affordability of Housing: (Task A)

Process/Procedural Issues

Commission Structure: (S)

Attendance policy—monitor to ensure fair representation; balance make-up and representation of Commission.

Decision-Making Process: (S)

Restrict proposed modifications from being resubmitted after being considered and denied unless 75% of the commission approves reconsideration.

Public Comment: (S)

Response to public comment; adequate notice of future meetings to consider public comment and possible action. Code availability to all interested parties.

Work Load: (S)

Balance workload, especially with Ad Hoc committees.

Tasks Added at April 10 Commission Meeting

Commentary: (Z)

Develop procedures and process for commentary once code development is complete.

Workplan—By Tasks

I. HB 4181—Legislative Tasks

A. Establish criteria for economic impact statement of proposed amendments (after 2001) to state code. [Legislative Task 5.]

July 1999: Commission assigns staff (with any needed assistance by consultants) responsibility to develop proposed criteria. Criteria to be consistent with general law Chapter 120 for administrative rules and specific law to building code standards.

March 2000: Commission assigns task to Ad Hoc.

May, 2000: Ad Hoc identifies key issues and forms workplan.

June 2000: Ad Hoc presents preliminary recommendations to Commission.

July 2000: Ad Hoc reviews Commission and public comment and refines recommendations.

August 2000: Ad Hoc reviews Commission and public comment and refines recommendation.

September 2000: Commission approves Ad Hoc's recommendations

October 2000: Commission receives public comment and approves recommendations to be included in its report to the 2001 Legislature.

Commission initiates adoption of criteria by administrative rule.

December 2000: Administrative rule adopted.

B. Voluntary Standards for Building Departments [Leg. 6] Tasks Schedule

February 2000: Commission assigns the task of developing recommendations for voluntary professional standards for operation of building departments and personnel development to Ad Hoc: Partnership for Building Department Effectiveness Task Group.

March 2000: Ad Hoc identifies key issues and forms workplan.

April 2000: Task Group develops recommendations and receives presentations from representatives of Miami-Dade and Broward counties, state building officials association (BOAF), the insurance industry, federal emergency management agency (FEMA) and other vested groups.

May 2000: Task Group reviews public comment and refines recommendations.

June 2000: Task Group continues to develop final recommendations.

July 2000/ August: Commission receives public comment and approves recommendations to be included in its report to the 2001 Legislature.

C. Product Approval System [Leg. 8] Tasks Schedule

June, 1999: TG presents preliminary recommendation to Commission.

October 1999: Commission appoints Ad Hoc to make final recommendations

September-December 1999: Commission receives public comment on recommendation.

December 1999: Ad Hoc convenes and develops recommendations

Commission adopts conceptual design of system.

January 2000: Commission reviews Ad Hoc's preliminary recommendations.

February 2000: **Commission approves continuing to develop system until July meeting and to report status to the Legislature**

June 2000: Commission reviews Legislative direction and revises workplan or adopts amendatory text of system.

July 2000: Commission decides on amendments, adopts system, and proceeds with rule adoption.

D. ISO Ratings Program for Building Departments [Leg. 9] Tasks Schedule

February 2000: Commission assigns task of recommendations for ISO Ratings Program for Building Departments to Partnership for Building Department Effectiveness Task Group.

June 2000: Ad Hoc identifies key issues and forms workplan

July – September 2000: Ad Hoc develops and refines recommendations in consultation with key stakeholders.

October 2000: Ad Hoc delivers preliminary recommendations to the Commission.

November 2000: Task Group reviews Commission and public comments and refines recommendations.

December 2000: Commission receives public comment and approves recommendations to be included in its report to the 2001 Legislature.

E. Guidelines for Local Government Privatization [Leg. 10]

Tasks Schedule

Jan. 2000: Commission assigns task to Ad Hoc committee

July 2000: Ad Hoc identifies key issues and forms workplan

August – September 2000: Ad Hoc develops and refines recommendations in consultation with key stakeholders.

October 2000: Ad Hoc delivers preliminary recommendations to the Commission.

November 2000: Task Group reviews Commission and public comments and refines recommendations.

December 2000: Commission receives public comment and approves recommendations to be included in its report to the 2001 Legislature.

F. Refinement and Further Development/ Implementation of the Education/Training Programs for the Florida Building Code [Leg. 13 & 15]

Tasks Schedule

April 2000: Commission reviews and approves workplan for 2000 – 2001.

June 2000: Commission Workshop #1: issues identification.

July 2000: Facilitated Public Workshop #1 and Commission Workshop #2: identify key stakeholder's and issues.

August 2000: Commission Workshop #3: presentations on existing programs.

September 2000: Commission Workshop #4: Ad Hoc preliminary recommendations

October 2000: Commission Workshop #5: Draft recommendations and test for consensus. Facilitated Public Workshop #2.

November 2000: Commission Workshop #6: Amendatory text of final recommendations.

December 2000: Commission Workshop #7: Review amendment and adopt final recommendations to present to Legislature.

January 2001: report submitted to Legislature.

February – April 2001: Public feedback reviewed and legislative direction reviewed.

May 2001: Commission Workshop #8: Review of Legislative direction and refinement of recommendations. Commission moves to initiate rulemaking.

June 2001: Public comment reviewed for potential modifications.

Begin rule implementation process including public hearings.

August 2001: Rule Adoption finalized.

G. Determine which buildings will be exempt from the Code [Leg. 16]

Tasks Schedule

January 2000: Commission appoints ad hoc to review and make recommendations.

June 2000: Ad Hoc identifies key issues and forms workplan

July – September 2000: Ad Hoc develops and refines recommendations in consultation with key stakeholders.

October 2000: Ad Hoc delivers preliminary recommendations to the Commission.

November 2000: Task Group reviews Commission and public comments and refines

recommendations.

December 2000: Commission receives public comment and approves recommendations to be included in its report to the 2001 Legislature.

H. Review effectiveness of the manufactured buildings regulation and code enforcement (s. 553.77(1)(b). [Legislative Task 17.] Develop manufactured building enforcement approach (CPI# 4).

Tasks Schedule

December 1999: State Agency Ad Hoc recommends that Commission form an Ad Hoc to make recommendations on statutory changes to the program for inclusion in report to Legislature and additional preliminary program recommendations.

January 2000: **Commission adopts amandatory text of recommended changes to law and additional preliminary program recommendations.**

February 2000: **Commission adopts final recommendations on changes to law and additional preliminary program recommendations.**

March - June 2000: Task Group reviews Commission and public comments and refines recommendations.

July 2000: Ad Hoc Committee delivers final recommendations to Commission on effectiveness of manufactured buildings regulation and code enforcement.

August 2000: Commission receives public comment and approves recommendations to be included in its report to the 2001 Legislature.

I. Establish system for plans review and approval of prototype buildings [Leg.19]

Tasks Schedule

November 1999: Commission refers task to State Agency Ad Hoc Committee for year 2000 development.

December 1999: State Agency Ad Hoc presents recommendations and Commission adopts recommendations for statutory changes to the program for inclusion in report to Legislature and additional preliminary program recommendations. Ad Hoc formed to refine recommendations.

January 2000: Ad Hoc develops recommendations.

February 2000: **Commission adopts final recommendations on changes to law and additional preliminary program recommendations.**

March - June 2000: Task Group reviews Commission and public comments and refines recommendations.

July 2000: Ad Hoc Committee delivers final recommendations to Commission on effectiveness of manufactured buildings regulation and code enforcement.

August 2000: Commission receives public comment and approves recommendations to be included in its report to the 2001 Legislature.

J. Recommendations to the Legislature for changes to existing laws

Tasks Schedule

June - December 2000: Commission develops recommendations as part of their annual review process and approves recommendations to be included in its report to the 2001 Legislature.

K. Develop recommendations for conforming amendments to laws and response to other Legislative mandates

Tasks Schedule

June - December 2000: Commission develops recommendations as part of their annual review process and approves recommendations to be included in its report to the 2001 Legislature.

II. Commission Established Priorities

L. Role of State with overseeing of building inspection departments

Tasks Schedule

February 2000: Commission assigns task of recommendations the role of state with overseeing of building inspection departments to Partnership for Building Department Effectiveness Task Group.

June 2000: Ad Hoc identifies key issues and forms workplan

July – September 2000: Ad Hoc develops and refines recommendations in consultation with key stakeholders.

October 2000: Ad Hoc delivers preliminary recommendations to the Commission.

November 2000: Task Group reviews Commission and public comments and refines recommendations.

December 2000: Commission receives public comment and approves recommendations to be included in its report to the 2001 Legislature.

M. Information and Communication Support for the Building Code System

Tasks Schedule

September 1999: Center for Professional Development (at FSU) begins assessment phase for system conceptual design

December 1999: Report on assessment phase including system conceptual design

March 2000: Report and status update.

May 2000: Refer to Administrative Oversight Committee (Y)

December 2000: System on line and operational

N. Review Commission and staff roles relative to public information and involvement (CPI# 2). & Convene a discussion between DCA and Commission on roles (CPI# 13).

Tasks Schedule

August 1999: Commission directs an ad hoc workgroup to review Commission and staff roles relative to public information and involvement (priority issue 2).

October 1999: Commission reviews draft of roles and responsibilities

March 2000: Commission and DCA review respective roles during Legislative process

April – May 2000: Commission and DCA continue to review and refine roles and responsibilities.

June - December 2000: Commission and staff hold discussions as needed on mutual roles in providing for public information and involvement in the code process.

O. Develop funding recommendations for code enforcement (CPI# 3).

Note: Part of ongoing review for Commission's annual report to the Legislature.

Tasks Schedule

August 1999: Commission assigns addressing funding issues relative to code enforcement to Code Enforcement TAC (priority issue 3).

October 1999: Deferred to DCA Administrative Support Agency and Governor's office to address and make recommendations to the Legislature.

February – December 2000: Staff reviews as needed or requested by the Commission.

P. Make recommendations on FBC policy for transition to International Building Code (CPI# 17 & 20).

Tasks Schedule

August 2000: Commission appoints special ad hoc committee to discuss and make recommendations on FBC policy for transition to International Building Code and reliance on national consensus standards for inclusion in the report to the Legislature.

September - October 2000: Ad hoc committee convenes and develops recommendations.

November 2000: Ad hoc committee delivers recommendations on transition to IBC and reliance on national consensus standards.

November – December 2000: Commission receives public comment on draft recommendations.

January 2001: Commission approves recommendations for adoption by administrative rule and inclusion in its report to the Legislature. Administrative rule adoption initiated.

February 2001: Administrative rule adoption complete.

Q. Review royalty and copyright agreements and make recommendations (CPI# 24)

Tasks Schedule

August 1999: Commission appoints DCA legal staff to review royalty and copyright agreements and make recommendations for January's Commission meeting (P.# 24).

October 1999: Commission assigns to DCA legal staff for review and recommendations.

November 1999 – January 2000: Legal develops recommendations

January 2000: Legal updates Commission.

February 2000: Q & A with consultant attorney.

April 2000: : Q & A with consultant attorney.

May – July 2000: Consultant presents recommendations for Commission review and approval.

R. Review creating a rating system for structural integrity under storm conditions

Tasks Schedule: (CPI# 26)

March 2000: Commission assigns task to Ad Hoc.

June 2000: Ad Hoc identifies key issues and forms workplan

July – September 2000: Ad Hoc develops and refines recommendations in consultation with key stakeholders.

October 2000: Ad Hoc delivers preliminary recommendations to the Commission.

November 2000: Task Group reviews Commission and public comments and refines recs.

December 2000: Commission receives public comment and approves recommendations to be included in its report to the 2001 Legislature.

January 2001: Commission approves recommendations for adoption by Administrative rule and inclusion in its report to the Legislature.

February 2001: Administrative rule adoption complete.

III. Additional Commission Priorities

S. Establish Commission Rules of Procedure

Tasks Schedule

May 2000: Appoint Ad Hoc Committee

June 2000: Ad Hoc identifies key issues and forms workplan

July – September 2000: Ad Hoc develops and refines recommendations in consultation with key stakeholders.

October 2000: Ad Hoc delivers preliminary recommendations to the Commission.

November 2000: Task Group reviews Commission and public comments and refines recommendations.

December 2000: Commission receives public comment and approves recommendations to be included in its report to the 2001 Legislature.

T. Code Maintenance (Changes/Updates/Format/Glitches)

Tasks Schedule

May 2000: Appoint Ad Hoc Committee

June 2000: Ad Hoc identifies key issues and forms workplan

January 2000: Ad Hoc delivers final recommendations and Commission adopts for Report to Legislature.

U. Plans Review Criteria and Minimum Standards

Tasks Schedule

Including, recommendations on the appeals process from local boards of appeals; and, recommendations for emergency management/disaster relief permitting and inspections.

March 2000: Commission assigns task to Ad Hoc.

May 2000: Ad Hoc identifies key issues and forms workplan

October 2000: Ad Hoc delivers preliminary recommendations to the Commission.

November 2000: Ad Hoc reviews Commission and public comments and refines recommendations.

December 2000: Commission receives public comment and approves recommendations to be included in its report to the 2001 Legislature.

V. Technical Support for the Code

Tasks Schedule

June 2000: Appoint Ad Hoc Committee

July 2000: Ad Hoc identifies key issues and forms workplan

W. Finalize the Code

Tasks Schedule

May - June 2000: Commission review legislative mandates and identifies key issues and forms tasks list and workplan.

X. Administrative Support for the Commission (DCA Staff)

Tasks Schedule

April – June 2000: Commission identifies tasks for staff review and recommendations.

Y. Appoint Administrative Oversight Committee

Tasks Schedule

May 2000: Chair appoints committee.

Z. Develop Procedure and Process for Commission Commentary

Attachment 5

Proposed Building Code Education System Development-- Timelines and Key Tasks

Overall Goal: To develop consensus recommendations on the programmatic and funding issues surrounding the implementation of the Building Code Education System for consideration by the legislature and inclusion in an Education/Training Rule.

PHASE ONE: EDUCATION AND ISSUE IDENTIFICATION

June 2000 Commission Workshop #1 (1 Day)

- Targeted briefing presentations on key education issues
- Review of the work of the Education Task Group
- Issues/Problem identification: programmatic and funding
- Consensus on identification of issues: what are the key issues
- Identification of needed information to develop and implement work plan: technical, staff support, possible assessments/studies

Other Commission Work/Activities

- Responding to any new legislative tasks
- Developing consensus on product approval system
- Other work plan tasks such as development and consensus on ad hoc committee recommendations

July 2000 Facilitated Public Workshop #1: Purpose: identify key stakeholder's and issues

Commission Workshop #2 (1/2 Day)

- Presentation and consensus on a draft workplan for system development and delivery
- Identification of existing resources: existing programs, systems, funding sources
- Development of and consensus on key principles and criteria for designing the system
- Identification of potential constraints to resolving key issues

Other Commission Work/Activities

- Responding to any new legislative tasks
- Developing consensus on product approval system
- Other work plan tasks such as development and consensus on ad hoc committee recommendations

August 2000 Commission Workshop #3 (1 Day)

- Presentations on existing education programs and systems and any studies or assessments commissioned
- Commission discusses issues and, proposes and ranks initial options for system
- Ad Hoc(s) formed to develop consensus programmatic and funding recommendations to present to Commission
- Identification of any additional needed information

January 2001

- Commission's recommendations submitted to the Legislature in a report
Other Commission Work/Activities
- Other work plan tasks such as development and consensus on ad hoc committee recommendations

February 2001

- Commission solicits public feedback on recommendations to the Legislature
Other Commission Work/Activities
- Other work plan tasks such as development and consensus on ad hoc committee recommendations

March 2001

- Other Commission Work/Activities*
- Other work plan tasks such as development and consensus on ad hoc committee recommendations

April 2001

- Other Commission Work/Activities*
- Other work plan tasks such as development and consensus on ad hoc committee recommendations

PHASE FOUR

REVIEW OF NEXT STEPS AND INITIATION OF RULE ADOPTION

May 2001

Commission Workshop #8 (1/2 Day)

- Commission reviews Legislative action and identifies any needed modifications to programmatic and funding recommendations
- Commission moves to proceed with rule adoption

Other Commission Work/Activities

- Other work plan tasks such as development and consensus on ad hoc committee recommendations

June – July 2001

- Public comment reviewed for any potential modifications to education rule
- Public Hearing on proposed Building Code Education Rule
Other Commission Work/Activities
- Other work plan tasks such as development and consensus on ad hoc committee recommendations

August 2001

- Rule Adoption finalized

Attachment 6

Commission Decision Procedures for Deciding Whether to ~~Re-Notice~~ Change the Florida Building Code Rule

Florida Building Commission Consensus Decision- Making Procedures

The Commission will sponsor public hearings on the proposed building code rule at its meetings in March, ~~April~~, and May, on the Florida Building Code that was submitted for rulemaking on February 18, 2000. Any changes to the Florida Building Code Rule would require the Florida Building Commission to publish a notice of change to re-notice and re-submit the entire code as an amended rule the code pursuant to the requirements of Chapter 120 of the Florida Statutes.

Following ~~the second~~ public comment ~~hearing~~ in April, the Commission establishes the following process to consider and decide on any changes that may lead to additional consensus on the code by the Commission. These procedures will supercede the normal Roberts Rules of Order procedures related to motions and decisions on matters related to changing the rule language.

1. All proposed Commission member proposals for changes must be offered to the Chair by close of business on April 21, 2000 for his consideration in light of adopted criteria. Commission members will include a statement of how the proposed amendment addresses the consensus-building criteria listed below. The Chair will decide whether the proposal meets that criteria and submit those that do as a Chair's amendments at the May 2000 Commission meeting. The Chair may propose additional amendments as a result of comments from May's hearings.
2. The Chair will review and decide, whether on his own motion or at the request of a Commission member, to sponsor proposed amendments for review at the May 2000 meeting based on the following criteria:
 - The proposed amendment can facilitate a greater level of consensus between stakeholders and/or Commissioners on key issues already adopted in the code; or
 - The proposed amendment can build consensus by responding to public concerns on an issue not directly addressed by the Commission; or
 - The proposed amendment can build consensus by addressing consequences clearly not intended by the Commission in adopting the Code; and
 - On balance, the proposed amendment will provide benefits that outweigh the costs in delaying the code adoption process by publishing a notice of change to the Florida Building Code Rule ~~re-noticing a proposed rule change~~.
3. The Chair may elect to convene an Ad Hoc committee of the Commission to make recommendations to the Commission on a proposed amendment.
4. The Commission will use the eleven criteria adopted in September and August of 1999 for reviewing and adopting amendments to the Florida Building Code Rule and subsequently noticing the changes pursuant to the requirements of Chapter 120 of the Florida Statutes.
5. At the May, 2000 Commission meeting Commission members who submitted proposals for changes, may at the Chair's discretion, provide a brief explanation of the proposed change, how it complies with the criteria above, and respond to any brief clarifying questions on the meaning and intent of the chair's amendment. The Chair ~~member~~ may accept "friendly" amendments" as determined by the Commission member proposing the change.
6. Consensus reflecting support by 75% or more of a quorum of the Commission members will be required for approval of the amendments and to initiate a notice of proposed rule change. No amendments will be accepted by members from the floor. The Chair alone may offer amendatory language to seek consensus.

Attachment 7

Florida Building Commission

Accessibility Technical Advisory Committee Report

Minutes of the April 9, 2000 meeting Orlando, Florida

Note: The following was reported and accepted at the April 2000 FBC Commission meeting.

- 1) Call to order by Dick Browdy at 3:03pm, quorum was established with the following Committee members: Karl Thorne, Jeff Gross, Larry Schneider, Sharon Mignardi, and Dan Shaw
- 2) Agenda was amended and accepted as recommended by staff.
- 3) October minutes were approved as submitted.
- 4) Discussion of legal memos as follows:
 - a) Disproportionate cost and trigger for Florida accessibility requirements issues - dialogue and recommendation to Commission Jan 5, 2000 memo from legal.

Legal made a short presentation regarding its current opinion on the use of the disproportionate cost exception and what triggers the application of Florida accessibility requirements. Legal was directed to site specific examples for the TAC to gain a better understanding of how and when these issues are applied. This will be part of the Committees package for the May meeting.

It was the TAC's recommendation to the Commission to reinstate pre-1997 statutory language regarding disproportionate cost.

- b) Curb ramps at required means of egress:

There is a discrepancy between the Accessibility Code and Florida Statutes regarding the requirement that curb ramps that are part of a required means of egress be not less than 44 inches.

DCA staff to examine the issue and make recommendations at the May meeting for possible amendment of Accessibility Code. This may require legislative change to ch. 553.

- d) Parking waivers - transfer of 316.1955 to ch. 553:

Recommendation: Revise Florida Statutes to allow reduction of the number of parking spaces required by local ordinance to accommodate the 12-foot accessible parking space and five-foot access aisle width requirements. Issue of not waiving any space.

e) Ad hoc appointed a committee to examine the Access Code for inconsistencies.

The committee will meet and report their findings at the Access TAC meeting. Members are: Angel Watson, Jeff Gross, Dean Perkins, DCA legal and technical staff. The group will meet and report their findings at the June TAC meeting in Orlando.

5) Accessibility Advisory Council membership:

In order to bring the Accessibility Advisory Council to its full potential, The TAC recommended to the Commission that the Secretary of DCA address the following items to be consistent with ch. 553.512: 1) Attendance, 2) term limit issues, 3) and to fill current vacancies on the Council. Also recommended was for the Accessibility Council's make up to be re- evaluated, this would require a change to ch. 553.

The TAC recommended that an adjunct Commission member be appointed to represent persons with Disabilities on the Commission. Personal hardship has kept the governor's appointed Commissioner from attending the past meetings. The Commission chair will speak with the representative and if appropriate appoint an adjunct member until the Commissioner returns.

6) Accessibility Training Manual publication update: Commission directed staff to proceed with the document at the February 2000 meeting.

DCA staff is currently checking the Accessibility Training Manual for editorial changes, formatting changes, and cleaning up figures within the manual. Note: All changes to approved the manual will have strike through and underline to indicate changes to the approved Commission document. It should be noted that no substantive changes are being made to the document without being returned to the Commission. The deadline for monies to produce the document has been extended 60 days from the original date of March 31, 2000.

Note: the TAC requests to review the document at the May 2000 meeting. Copies will be sent out prior to the scheduled meeting.

Being no further business the meeting of the Accessibility TAC adjourned 5:20pm

Note: Angel Watson conducted an Accessibility awareness for the F.C. Commissioner's and other interested parties.

Attachment 8

Florida Building Commission

Ad Hoc on Manufactured and Prototypes Buildings

Report and Minutes of the April 10, 2000 meeting Orlando, Florida

Note: The following was reported and accepted at the April 2000 FBC Commission meeting.

- 1) Call to order by Med Kopezynski 9:20am
- 2) Proposed agenda amended, combine item 4 Legal memo addressing record keeping with item 6, Plans review component.
- 3) March 2000 minutes approved as submitted .
- 4) Legal memoranda relative to record keeping, combined with issue 6 of the amended agenda.
- 5) **Forms:** Public comments to existing to DCA's Mfg Bldg program has been extended to April 21, 2000. Recommendations or comment to these forms will be on the DCA web site, comments should be returned to DCA.
- 6) **Plans review:** Phase I of the Ad hoc's work plan

DCA program procedure: DCA contracts with the 3rd party agency, the Manufacture then contracts with an approved 3rd party agency.

Request letter from DBPR licensing Board certifying inspectors are equivalent and or "equal to" the local building plans reviewers requirements. DCA's program administrator is the Building Official, and is responsible for plans examination for the Department.

Recommendation: All plans review examinations must be conducted by certified personnel.

Recommendation: 3rd Party should do complete plans review, DCA should do spot audits to avoid duplicity in work.

Recommendation: Consider CD technology as a more cost effective method to transfer, receive and archive drawings from the 3rd party to DCA.. Currently the Department uses microfiche to archive the drawings from the 3rd party. It was noted that DMS a state agency has successfully been using this technology for the past 3-5 years.

Recommendation: Standardized plans review check list. Combine conventional and Manufactured Building check lists, staff to produce a unified check list for the May meeting. It was recommended to use an existing 3rd party check list form to design the proposed draft for the Ad hoc to evaluate. The proposed form would be a DCA form used by all 3rd parties. It was noted that currently the check list process consists of two forms, one used by the 3rd party, second used by DCA. It was further noted that other check lists used are, these are: QC check sheet, Inspection, Data plate, DCA plans record .

Record keeping: Inspection reports from the 3rd party are kept at the agency and not DCA, legal contends record keeping should be with the Department and not the agency.

Recommendation: Staff to track and report all assigned Commission Tasks and Legislative Tasks that effect the Manufactured/Prototype Building Ad hoc findings and or recommendations.

Additional Comments: Ad hoc and public comments on the plans review process:

“System Approval Approach” . The Department of Community Affairs recognizing this approach.

High rejection rate of plans review (industry point of view).

Local building Department’s plans review, have become a “redline” agency for the design professional.

It is a problem finding qualified help doing plans examination for both the local building departments and the manufactured building industry.

The diagram of the manufactured building procedure process still remains accurate with exception that final drawings go to DCA. .

May meeting goal is to address the Inspection process of the local building departments and the manufactured building program.

Meeting adjourned 1pm

Attachment 9

PLUMBING/GAS TAC REPORT

April 10, 2000 Meeting
Orlando, Florida

- The TAC heard from numerous groups concerned with grease interceptors, including the DOH, DCAS, DBPR, DEP and a public utility, and resolved to reinstate a subcommittee to further consider this issue.
- The TAC considered a draft DEC statement on the subject of engineered gas pipe sizing and provided input to DCA legal staff on its content.
- The TAC considered whether a commentary or educational materials concerning the new Florida plumbing code were more apropos and agreed to meet every other month in Orlando to work on such materials.
- The TAC has a vacancy in the “Consumer” category and would like to fill it with Lloyd Brown, an engineer.