

# **OKLAHOMA UNIFORM BUILDING CODE COMMISSION**

## **REGULAR MINUTES**

### **UNIFORM BUILDING CODE COMMISSION CONFERENCE ROOM**

**2401 NW 23<sup>RD</sup> STREET, SUITE 82**

**OKLAHOMA CITY, OK 73107**

**NOVEMBER 14, 2023 – 1:30 P.M.**

#### **COMMISSION MEMBERS PRESENT:**

Wayne Allen, Todd Booze, Daniel Favata, Bradley Flatt, Warren Goldman, Dee Hays, Mitchell Hort, Kyle Lombardo, Zachary Tippet, and Scott Tucker

#### **COMMISSION MEMBERS ABSENT:**

Paul Gunderson, Cary Williamson, and Donny Williamson

#### **OTHERS PRESENT:**

David Adcock (OUBCC Staff), Kathy Hehnlly (OUBCC Staff), Alisha Davidson (OUBCC Staff), Bryan Neal (Oklahoma Attorney General's Office), Melody Kellogg (OMES ABS), Amber Armstrong (A&E Code Prof), Rocky Chaver (OGS), and Christina Selby (City of Duncan)

#### **CALL TO ORDER:**

Mr. Mitchell Hort, Chairman of the Commission, called the regular meeting of the Oklahoma Uniform Building Code Commission to order at 1:31 p.m. in the Oklahoma Uniform Building Code Commission Board Room at Shepherd Center, 2401 NW 23rd St., Suite 82, Oklahoma City, OK 73107.

#### **CONFIRMATION OF COMPLIANCE WITH THE OPEN MEETING ACT:**

Mr. Adcock confirmed the meeting was in compliance with all requirements of the Open Meeting Act.

#### **REPORTS:**

##### **CEO Report**

Mr. David Adcock noted the technical committees were moving along. He added the 2024 codes were in, except the Fuel Gas and Fire Codes. He added the committees were now doing a parallel review of the 2021 and 2024 codes. He stated shortly after he started, he and Ms. Hehnlly met to go over how the internal processes worked for the collection of permit fees that funded the agency. He noted as they started looking into some the records, especially with COVID, there were several jurisdictions that had stopped reporting as far back as 2019. He noted they put a plan together to start reaching out to them. He noted with the onboarding of Alisha, she had been doing a lot of cold calls, she was finding that a lot of the jurisdictions had new people who collected the funds, but didn't know they needed to report and send them to the OUBCC. He stated that from Alisha's reach out, she had collected over \$18,000 in fees to get them caught up. He noted he was still working on some new training classes and would be working to get those scheduled. He added there was different training for building code officials and contractors and that was another reason the OUBCC needed to be able to train everyone in at the same time.

Financial Report

Ms. Melody Kellogg from the Office of Management and Enterprise Services, Agency Business Services (OMES ABS) greeted the Commission. She reviewed each of the reports for the period ending October 31, 2023. She noted there was a balance of \$1,609,861 in available cash. She noted the year-to-date expenditures were \$176,271 and of that, payroll consisted of \$111,674 and the non-payroll costs year-to-date were \$65,597. At the end of her report there were no questions for Ms. Kellogg.

Technical Review Committee Reports

*Building, Existing Building and Fire Technical Committee*

Mr. Adcock noted the committee had met and there had been a lot of discussion. He noted the committees were reviewing the 2021 and 2024 codes. There was some discussion on when the committees would wrap up their review; that the BEBF committee would take the longest as they had 152 comment forms for them to review; and that the forms were posted on the website when the agenda was posted. There was further discussion as some of the Commissioners wanted copies of all the comment forms sent to them to review; and that the committees would only review a comment form once if it touched on more than one code.

*Fuel Gas, Mechanical, and Plumbing Technical Committee*

Mr. Tippett noted the committee had completed the 2021 Fuel Gas Code and was proceeding with the review of the other codes. He noted the committee would come back to the Fuel Gas Code once the 2024 code was published.

Presentation by the Electrical Technical Review Committee (ETC) on proposed changes to the 2023 National Electric Code® (NEC 2023®)

Mr. Larry Buxton, Chairman of the Electrical Technical Committee presented the report to the Commission. He noted the committee met twice and reviewed ten comment forms. He explained as there were no proposed new changes to the code, the committee only reviewed changes made during the previous adoptions of the code. He provided a brief history of each change; a summary of the committee discussions and the final recommendation from the committee for each of the previous code changes. After his review, the Commission members did not have any questions for Mr. Buxton.

**ACTION AND DISCUSSION ITEMS:**

Discussion and possible approval of the October 17, 2023, regular meeting minutes

MR. DANIEL FAVATA MADE A MOTION WITH A SECOND BY MR. KYLE LOMBARDO TO APPROVE THE OCTOBER 17, 2023, REGULAR MEETING MINUTES

VOTING AYE:	Wayne Allen Todd Booze Daniel Favata Bradley Flatt Warren Goldmann	Dee Hays Mitchell Hort Kyle Lombardo Zachary Tippett Scott Tucker
VOTING NAY:	None	

ABSTAIN: None  
ABSENT: Paul Gunderson Donny Williamson  
Cary Williamson

Discussion and possible to approve the ETC presentation to begin writing draft rules.

MR. WARREN GOLDMAN MADE A MOTION WITH A SECOND BY MR. BRADLEY FLATT TO APPROVE THE ETC PRESENTATION TO BEGIN WRITING DRAFT RULES

VOTING AYE: Wayne Allen Dee Hays  
Todd Booze Mitchell Hort  
Daniel Favata Kyle Lombardo  
Bradley Flatt Zachary Tippett  
Warren Goldmann Scott Tucker

VOTING NAY: None

ABSTAIN: None

ABSENT: Paul Gunderson Donny Williamson  
Cary Williamson

Discussion and possible action to approve a volunteer application for a vacant position on the Fuel Gas, Mechanical and Plumbing Technical Review Committee (FGMP)

Mr. Adcock noted there was still a position open, and the applicant met the requirements for that position. He added he thought Ms. Selby would work well based on her qualifications.

MR. DANIEL FAVATA MADE A MOTION WITH A SECOND BY MR. ZACHARY TIPPETT TO APPROVE THE VOLUNTEER APPLICATION FOR MS. CHRISTINA SELBY TO SERVE ON THE FGMP COMMITTEE

VOTING AYE: Wayne Allen Dee Hays  
Todd Booze Mitchell Hort  
Daniel Favata Kyle Lombardo  
Bradley Flatt Zachary Tippett  
Warren Goldmann Donny Williamson

VOTING NAY: None

ABSTAIN: None

ABSENT: Paul Gunderson Donny Williamson  
Cary Williamson

Discussion and possible action to approve a volunteer application for a vacant position on the Building, Existing Building and Fire Technical Review Committee (BEBF)

Mr. Adcock noted as with the last item, there was a vacant position to be filled and the application before them met the requirements. He added the more help the better. There was some discussion to note the position being filled was the small commercial contractor position.

MR. DANIEL FAVATA MADE A MOTION WITH A SECOND BY MR. KYLE LOMBARDO TO APPROVE THE APPLICATION FOR BRAD LATHAM TO SERVE ON THE BEBF COMMITTEE

VOTING AYE:	Wayne Allen	Dee Hays
	Todd Booze	Mitchell Hort
	Daniel Favata	Kyle Lombardo
	Bradley Flatt	Zachary Tippet
	Warren Goldmann	Scott Tucker

VOTING NAY: None

ABSTAIN: None

ABSENT:	Paul Gunderson	Donny Williamson
	Cary Williamson	

**NEW BUSINESS:**

There was no new business. However, Mr. Goldmann noted he had been hearing from people that didn't know about the commission's comment forms. He added with all the efforts made to educate people, there were still tradespeople and fire chiefs who were criticizing the OUBCC. He added his thought was they needed to start working with the inspection and fire departments in each town, with printed items that could be provided with suggestions on how to use them. There was some discussion on the fact that the commission couldn't take any action on the suggestion as it did not fall under the limited scope in the Open Meeting Act for which new business could be discussed. No further discussion or action was taken.

**PUBLIC COMMENTS:**

There was no public comment.

**ADJOURNMENT: (2:09 P.M.)**

MR. WARREN GOLDMANN MADE A MOTION WITH A SECOND BY MR. BRADLEY FLATT TO ADJOURN

VOTING AYE:	Wayne Allen	Dee Hays
	Todd Booze	Mitchell Hort
	Daniel Favata	Kyle Lombardo
	Bradley Flatt	Zachary Tippet
	Warren Goldmann	

VOTING NAY: Scott Tucker

ABSTAIN: None

ABSENT:	Paul Gunderson	Donny Williamson
	Cary Williamson	

Minutes approved in the regular meeting on the 12th day of December 2023.

MITCHELL HORT

Mitchell Hort, Chairman

Oklahoma Uniform Building Code Commission

PREPARED BY: KATHY HEHNLY

Kathy Hehnly, Executive Assistant

Oklahoma Uniform Building Code Commission

*Official Copy: Original with signatures in office file.*