

OKLAHOMA UNIFORM BUILDING CODE COMMISSION

REGULAR MINUTES

UNIFORM BUILDING CODE COMMISSION CONFERENCE ROOM

2401 NW 23RD STREET, SUITE 82

OKLAHOMA CITY, OK 73107

MAY 21, 2024 – 1:30 P.M.

COMMISSION MEMBERS PRESENT:

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

COMMISSION MEMBERS ABSENT:

Warren Goldmann, Paul Gunderson, Cary Williamson, and Donny Williamson

OTHERS PRESENT:

David Adcock (OUBCC Staff), Kathy Hehnlly (OUBCC Staff), Bryan Neal (Oklahoma Attorney General's Office), Curtis Maxwell (PSO), Christy Tubbs (Office of Management and Enterprise Services, Agency Business Services - OMES ABS), John Zawlocki (Z construction), Carlton Zawlocki (Z Construction) Garrett Morelock (Rose Rock CPAs), and Mike Means (Oklahoma Home Builders Association)

CALL TO ORDER:

Mr. Mitchell Hort, Chairman of the Commission, called the regular meeting of the Oklahoma Uniform Building Code Commission to order at 1:30 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 stated the meeting was in compliance with all requirements of the Open Meeting Act.

REPORTS:

CEO Report

Mr. David Adcock addressed the Commission. He went over a list of training classes that the agency had held since the last meeting in February. He noted people were happy with the 2-hour format for most of the classes. He added attendees were suggesting topics they would like more training in. He stated he and Mr. Allen had attended an ASHRAE meeting to talk about the OUBCC and how more people could be involved. He added his message to every group he spoke to was to sign up for meeting agendas, attend meetings when there was something they were interested in on an agenda and to get involved at the technical committee level with submitting proposed changes, volunteering for a committee, or just attending and taking part in the discussions.

Mr. Adcock reported on the mid-year ICC conference he had attended, noting he served on the Major Jurisdictions Committee and had just been appointed to the Education Committee for the Professional Development Council. He added he made some good contacts for working on a

building academy. He stated a lack of building officials was a nationwide issue, not just in Oklahoma and the Professional Development Council was working on several ways to develop education for the industry. He discussed some different things he was trying to develop locally. He provided an update on the status of the HB 3819. He noted it made it through the committee but didn't make it to the Senate floor by the deadline. He added the language was being attached to a bill in conference so wasn't quite dead yet. He stated if it passed, it would allow the OUBCC to open up training to people other than building inspectors. He provided an update related to the status of the MABO groups he was working with. He stated at the last meeting, he introduced Misty as the newest employee, but she had left. He noted he was working to hire a new person.

At the end of his report there was some discussion on the bill requested by the agency which had to do with opening the training to people other than building code officials and had an aspect to it that limited the OUBCC from adopting anything related to the energy code without proof of a payback period of initially 7 years. The bill did get modified in the Senate committee to make the requirement only for the residential code and the new bill it was moving to was HB 2804.

Financial Reports

Ms. Christy Tubbs, interim financial services director for OMES/ABS addressed the Commission. She noted the Office of Management and Enterprise Services (OMES) had recently combined OMES financial services and ABS into one large group which allowed them to utilize more people in different areas. She reviewed the OUBCC financial reports noting the agency's cash balance was \$1,619,941.35. At the end of her review, there were no questions for Ms. Tubbs. There was some discussion on the agency's efforts to bring the jurisdiction reporting up to date.

Technical Review Committee Reports

Building, Existing Building and Fire Technical Committee

Ms. Hehnly noted the committee had completed the review of the International Existing Building Code (IEBC) and was still working on the IBC and still needed to review the IFC. She stated they had about 100 comment forms to go through. She added the committee had changed their meeting hours and were going to be meeting from 9:00 in the morning until 3:00 p.m. She added they were trying to get everything done by August.

Fuel Gas, Mechanical, and Plumbing Technical Committee

Mr. Tippet noted the committee was doing well and were almost through the IPC and they only needed to review the 2024 International Fuel Gas Code (IFGC).

ACTION AND DISCUSSION ITEMS:

Discussion and possible approval of the February 20, 2024, regular meeting minutes

MR. DANIEL FAVATA MADE A MOTION WITH A SECOND BY MR. BRADLEY FLATT TO APPROVE THE FEBRUARY 20, 2024, REGULAR MEETING MINUTES

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

VOTING NAY: None

ABSTAIN: None

ABSENT: Warren Goldmann Cary Williamson
Paul Gunderson Donny Williamson

Discussion and possible action on the results of the fiscal year 2023 (FY23) annual audit

Mr. Garrett Morelock with Rose Rock CPAs greeted the commission. He noted they had performed the annual FY23 audit ending June 30, 2023. He noted the commission was a unique organization from a financial reporting perspective. He noted the commission followed a regulatory accounting basis and they had issued an unmodified opinion on a regulatory basis and that it was a very clean audit and there were no adjustments on the financial statements. He reviewed the report with the Commission and at the end of his presentation there was only one question to clarify if the audit was done annually. Mr. Morelock indicated it was done annually.

Discussion and possible action to approval of the fiscal year 2025 (FY25) final budget

Mr. Adcock reviewed the budget. He noted the FY25 proposed budget was in the green column. Ms. Hehnlly noted the variance next to it was the difference between the proposed budget that went to the legislature in October and what the final budget would be. There was some discussion in the salary line item which showed four positions. Mr. Adcock noted he had not yet hired a full staff and the budgeted position was there before he started. He added it wasn't sure what was needed yet but didn't want to take it out of the budget. He noted if the legislation was passed there would be a need for that forth position. The commission and Mr. Adcock discussed the projected revenue for the fiscal year; agency fees for professional services; adjusting the budget if there was a drop in revenue due to decreased permits issued; providing some fiscal analysis on permit trends once the open position was filled; and on a change proposed by OMES ABS to move funds from one accounting code to another due to a change in the way computer programs went from one-time to subscription-based fees.

MR. DANIEL FAVATA MADE A MOTION WITH A SECOND BY MR. KYLE LOMBARDO TO ACCEPT THE FISCAL YEAR 25 (FY25) FINAL BUDGET AS AMENDED

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

VOTING NAY: None

ABSTAIN: None

ABSENT: Warren Goldmann Cary Williamson
Paul Gunderson Donny Williamson

Discussion and possible action to approve a slate of positions for technical review committees to review the 2021 and 2024 IRC®

MR. TODD BOOZE MADE A MOTION WITH A SECOND BY MR. DANIEL FAVATA TO ACCEPT THE PROPOSED SLATES OF POSITIONS FOR TECHNICAL REVIEW COMMITTEES TO REVIEW THE 2021 AND 2024 EDITIONS OF THE INTERNATIONAL RESIDENTIAL CODE® (IRC®)

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

VOTING NAY: None

ABSTAIN: None

ABSENT: Warren Goldmann Cary Williamson
Paul Gunderson Donny Williamson

Mr. Booze asked how soon the call for volunteers would go out. Mr. Adcock said they would do it as soon as possible, but they couldn't move forward as there was not a physically printed code as the ICC had published it digitally without a Chapter 11.

NEW BUSINESS:

There was no new business.

PUBLIC COMMENTS:

There were no public comments.

ADJOURNMENT: (2:09 P.M.)

MR. KYLE LOMBARDO MADE A MOTION WITH A SECOND BY MR. WAYNE ALLEN TO ADJOURN

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

VOTING NAY: None

ABSTAIN: None

ABSENT: Warren Goldmann Cary Williamson
Paul Gunderson Donny Williamson

Minutes approved in the regular meeting on the 20th day of August 2024.

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 agency file.