

OKLAHOMA UNIFORM BUILDING CODE COMMISSION

COMMERCIAL SWIMMING POOL AND SPA TECHNICAL CODE REVIEW COMMITTEE MEETING MINUTES

UNIFORM BUILDING CODE COMMISSION CONFERENCE ROOM

2401 NW 23RD STREET, SUITE 82

OKLAHOMA CITY, OK 73107

FRIDAY, NOVEMBER 7, 2025 – 10:00 A.M.

COMMITTEE MEMBERS PRESENT:

Jeff Birdwell, Aboutanaa Elhabti, John Gill, Geary McMillon, and Kyle Melson

ALTERNATE COMMITTEE MEMBERS PRESENT:

Jarrett Hughes and John Treadwell

COMMITTEE MEMBERS ABSENT

Pamela Searcy

ALTERNATE COMMITTEE MEMBERS ABSENT:

Gary Hornsby

OTHERS PRESENT:

David Adcock (OUBCC Staff), Kathy Hehnly (OUBCC Staff), and Caitlin Redding Taylor (OUBCC Staff)

CALL TO ORDER:

Mr. David Adcock called the meeting to order at 10:01 a.m. Members of the committee introduced themselves, sharing their professional experience and the position they represented on the committee. The committee was informed that its primary goal would be to review the commercial parts of the International Swimming Pool and Spa Code® (ISPSC) and determine which portions should be adopted, amended, or removed for Oklahoma's use. This was the first adoption process for a Commercial Swimming Pool and Spa Code in the State of Oklahoma, as a previous statute had required a Commercial Swimming Pool and Spa Code to be adopted by the Health Department.

TECHNICAL COMMITTEE REVIEW PROCESS

Review of code book loan policy

Mr. Adcock shared OUBCC's book loan policies and committee responsibilities. Members discussed whether portions of the International Building Code® referenced the ISPSC®. Mr. Aboutanaa Elhabti of the Oklahoma Department of Health confirmed that commercial pool regulations were coordinated with that code, though not extensively amended. There was discussion of why both commercial and residential swimming pool committees had been formed, and that a state statute had passed during a previous legislative session required the adoption of a Commercial Swimming Pool and Spa Code. Mr. Adcock noted the Commission determined that it was appropriate to also review and adopt a residential version, with each handled by separate committees.

Review and discussion, if any, of the technical committee review procedure

Mr. Adcock shared information about technical committee review meeting procedures. During committee meetings, members could discuss any section of the code, but no action could be taken until a written proposal form was submitted and placed on a subsequent agenda, and any proposal requiring action must appear as an agenda item in order to be voted on.

Discussion of travel reimbursement process

Mr. Adcock shared the state policy and process for travel reimbursement.

ACTION AND DISCUSSION ITEMS:

Discussion and possible action on the election of committee officers

The committee was encouraged to invite additional industry professionals and colleagues to attend meetings. It was noted that the committee represented a range of technical expertise, and broader participation would ensure a more balanced and informed review. Mr. Adcock shared information about a continuing education class on the 2024 ISPSC® that OUBCC is hosting on December 8, 2025. The class is being instructed by the International Code Council. Mr. Adcock added that all Commission and technical committee meetings would soon be live-streamed once equipment installation was complete. Cameras and a digital whiteboard were added to improve visibility and public access. Future viewers would be able to observe the meetings but would not be able to comment or interact.

Chairman

MR. JEFF BIRDWELL VOLUNTEERED TO SERVE AS CHAIRMAN WITH A SECOND BY MR. GEARY MCMILLION

VOTING AYE: Jeff Birdwell
 Aboutanaa Elhabti
 John Gill
 Geary McMillon
 Kyle Melson

VOTING NAY: None

ABSTAIN: None

ABSENT: Pamela Searcy

Vice Chairman

MR. GEARY MCMILLON MADE A MOTION WITH A SECOND BY MR. JOHN GILL TO ELECT MR. KYLE MELSON AS VICE CHAIR

VOTING AYE: Jeff Birdwell
 Aboutanaa Elhabti
 John Gill
 Geary McMillon
 Kyle Melson

VOTING NAY: None
ABSTAIN: None
ABSENT: Pamela Searcy

Discussion and possible action on setting a future meeting schedule to include:

Review of code adoption timeline

The committee reviewed and discussed the code adoption timeline. Staff explained that the committee's goal should be to complete its review and presentation to the Commission by July 2026. The subsequent rulemaking and legislative process would continue through November 2026, with the statutory filing deadline set for February 1, 2027. There was discussion that Chapter 1 would likely not be adopted except for limited portions establishing jurisdictional best practices. Chapter 2, containing definitions, would be reviewed but likely required little amendment. There was discussion that Chapter 3, covering general requirements, was most likely to require detailed review and discussion.

Set the meeting dates and times

MR. GEARY MCMILLON MADE A MOTION WITH A SECOND FROM MR. JOHN GILL TO MEET ON THE THIRD WEDNESDAY OF THE MONTH FROM 1:30-3:30, BEGINNING NOVEMBER 19, 2025

VOTING AYE: Jeff Birdwell
Aboutanaa Elhabti
John Gill
Geary McMillon
Kyle Melson

VOTING NAY: None
ABSTAIN: None
ABSENT: Pamela Searcy

Discussion and possible action on technical committee goals/direction to be taken and assignment to be reviewed for the next committee meeting

The committee confirmed that alternate members could propose code changes but could not vote unless they are filling in for their absent primary member. It was clarified that the public could also submit proposals for consideration. Public proposals would be accepted through March, though committee members would still be able to submit additional changes after that date as needed.

There was discussion about the rule making process. Staff explained that after the committee's final presentation, the Commission would vote to approve or modify the code change proposals. Draft rules would then be prepared and submitted for legislative review. A public comment period would be announced, which allows for a written public comment period and verbal input at a public hearing before final legislative filing. Mr. Birdwell reminded the committee that the

next meeting would be November 19, 2025, and would include a review of Chapters 1 and 2 and they would begin discussion of Chapter 3.

PUBLIC COMMENT:

There were no public comments.

ADJOURNMENT: (10:54 A.M.)

MR. GEARY MCMILLON MADE A MOTION WITH A SECOND BY MR. JOHN GILL TO ADJOURN

VOTING AYE: Jeff Birdwell
 Aboutanaa Elhabti
 John Gill
 Geary McMillon
 Kyle Melson

VOTING NAY: None

ABSTAIN: None

ABSENT: Pamela Searcy

Minutes approved in the regular meeting on the 19th day of November 2025.

JEFF BIRDWELL

Jeff Birdwell, Chairman
Commercial Swimming Pool and Spa Technical Code
Review Committee

PREPARED BY: CAITLIN REDDING TAYLOR

Caitlin Redding Taylor, Commercial Swimming Pool and Spa Technical Code Review Committee
Secretary

Official copy: Original with signature in office file.