

CENTRAL IOWA CODE CONSORTIUM  
EXECUTIVE COMMITTEE  
Minutes  
October 15, 2020 Via Microsoft Teams

1. CALL TO ORDER

Chair Lund called the meeting to order at 10:03 a.m.

2. ROLL CALL

MEMBER	PRESENT	ABSENT
Jonathan Lund, Chair	x	
Roger Schemmel, Vice-Chair	x	
Jim Sanders, Secretary	x	
Brian Bishop	x	
Jeff Junker	x	
Ryan Mayer	x	
Luke Nelson	x	
Keith Rash	x	
Clint Robinson	x	
Mike Whitsell	x	

3. AGENDA APPROVAL

Moved by Nelson, seconded by Whitsell to approve the agenda.

MEMBER	YEA	NAY	ABSTAIN	ABSENT
Jonathan Lund, Chair	X			
Roger Schemmel, Vice-Chair	x			
Jim Sanders, Secretary	x			
Brian Bishop	X			
Jeff Junker	X			
Ryan Mayer	X			
Luke Nelson	x			
Keith Rash	X			
Clint Robinson	X			
Mike Whitsell	x			

4. PUBLIC COMMENT

None

5. APPROVE MINUTES FROM THE August 5, 2020 MEETING

Moved by Nelson, seconded by Robinson to approve the minutes.

MEMBER	YEA	NAY	ABSTAIN	ABSENT
Jonathan Lund, Chair	X			
Roger Schemmel, Vice-Chair	x			
Jim Sanders, Secretary	x			
Brian Bishop	X			
Jeff Junker	X			
Ryan Mayer	X			
Luke Nelson	x			
Keith Rash	X			
Clint Robinson	X			
Mike Whitsell	x			

6. FOLLOW-UP DISCUSSION ON THE CODE REVIEW CYCLE PREFERENCE? WHICH CODES WILL BE REVIEWED AND TO WHAT EXTENT WE WILL REVIEW THE CODES

- a. At the August 5th committee meeting, the committee expressed a preference for the following:

Option D: IFC, IBC, IEBC, & IRC every other cycle (every 3<sup>rd</sup> year) – CICC would assemble committees and do a full review of these core codes AND on the alternate cycle (every 6<sup>th</sup> year) – CICC would assemble committees to review the significant changes ONLY; Trades codes (IMC, UPC, NEC, IECC, NFPA 54/58) would NOT be considered by the CICC (leave to state process).

Pros: the least time commitment and even fewer personnel needed,

Cons: loss of CICC involvement for trade specific codes, must wait up to 6 years to make changes at the metro level, may need committees to handle conflicts between significant changes and local CICC provisions during alternate cycles

This option would drop the pool/spa and property maintenance codes from the CICC process

- i. Discussion indicated that existing 4 committees addressing these codes would be adequate (joint IFC-IBC, IBC/IEBC, IFC and IRC committees)
  - ii. Discussion indicated that workload and assignments for these committees will require coordination (specifically the Joint IFC-IBC committee and the scope of their work)
- b. Discussion of an advisory committee occurred – potential for CICC trades committees to continue to meet and provide suggestions to the State board?
    - i. Should also review past CICC amendments to see which ones have been adopted by the state
    - ii. Committee believes there may be benefit to provide a liaison between CICC trades codes

7. FOLLOW-UP DISCUSSION ON HOW WE GAUGE SUCCESS (I.E. BY POPULATION OF COMMUNITIES THAT HAVE ADOPTED THE CODES; NUMBER OF JURISDICTIONS THAT HAVE ADOPTED, ETC.).
  - a. Discussion continued on success measures with the following main points discussed:
    - i. Quantifying number of communities adopting the same edition of the codes is a measure that is indicative of success
    - ii. Quantifying number of CICC amendments adopted is a measure that is indicative of success, but can be misleading due to varying applicability in communities (e.g. high-rise code requirements)
    - iii. A survey of design professionals and contractors could be a valuable measure of success
      - i. Lund to draft potential survey questions for next meeting

8. WHAT SHOULD BE THE MAKE UP OF THE EXECUTIVE COMMITTEE. (I.E. DO WE ADD ANOTHER CITY MANAGER, AN INDUSTRY OR CAPITAL CROSSROADS REPRESENTATIVE?)

- a. Sanders reported that City Managers believe adding a 3<sup>rd</sup> city manager/administrator to the executive committee would be a positive improvement and add balance to the committee
- b. Discussion indicated that although it may be difficult, where possible, vacancies should be filled with members from communities not currently on the executive committee
- c. Motion: to replace the vacancy created by M. Pardekooper resignation with a third city manager/administrator and to make an effort to fill future vacancies on the executive committee with representatives from communities not currently represented on the committee. Motion by Schemmel, 2<sup>nd</sup> by Nelson,

MEMBER	YEA	NAY	ABSTAIN	ABSENT
Jonathan Lund, Chair	X			
Roger Schemmel, Vice-Chair	x			
Jim Sanders, Secretary	x			
Brian Bishop	X			
Jeff Junker	X			
Ryan Mayer	X			
Luke Nelson	x			
Keith Rash	X			
Clint Robinson	X			
Mike Whitsell	x			

9. REVIEW THE RULES OF PROCEDURE AND BYLAWS TO MAKE SURE THEY ARE RELEVANT WITH HOW WE OPERATE AND WHAT WAS LEARNED DURING THE 2015 & 2018 CODE REVIEWS

- a. Red-lined version to be shared with committee for review and comment prior to next meeting

10. REVIEW ROLE OF THE LIAISONS, THE LIAISONS AND CHAIRS ARE TO FOLLOW-UP WITH THEIR ASSIGNED COMMITTEES/COMMUNITIES TO ASSURE THE WORK IS GETTING DONE.

- a. Limited discussion due to work on Option D schedule and format – Liaisons to be discussed at a future meeting

11. REPORT ON PROGRESS FROM PARTICIPATING COMMUNITIES:

Urbandale – adopted 2018 codes with most CICC amendments – improved to ISO 3/3

West Des Moines – fire going through work sessions with council, building codes adopted

Waukee – implement CICC adoption by 1/1/21

Clive – fire code adopted, expect CICC adoption of building codes by 1/1/21

Ankeny - adopted in March, adopted amendments historically supported by MICC and about 1/3 of the CICC amendments.

Norwalk has adopted with CICC amendments (effective July 2020)

Johnston – no update on adoption progress

12. OTHER BUSINESS

- a. Determine topics and what needs to be accomplished before the next meeting (see list below).
  - i. Review draft of updated rules of procedures prior to meeting – be prepared for discussion
  - ii. Review draft of updated MOU prior to meeting – be prepared for discussion
  - iii. Review draft of 2021 adoption schedule follow Option D from above prior to meeting – be prepared for discussion
- b. Schedule next meeting date  
Thursday November 19, 2020 at 10 AM – virtual (possibly in person at Johnston City Hall)

13. ADJOURNMENT

Meeting adjourned at 10:59 AM