



MAURA HEALEY
GOVERNOR

KIM DRISCOLL
LIEUTENANT GOVERNOR

YVONNE HAO
SECRETARY, EXECUTIVE OFFICE
OF ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts
Division of Occupational Licensure
Office of Public Safety and Inspections
1000 Washington Street, Suite 710
Boston, Massachusetts 02118

LAYLA R. D'EMILIA
UNDERSECRETARY, CONSUMER
AFFAIRS AND BUSINESS
REGULATION

SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

BOARD OF BUILDING REGULATIONS AND STANDARDS NOTICE OF
VIRTUAL MEETING
11th Edition Process Subcommittee

Meeting called to order at 9:05am on 11/20/2024

Meeting Minutes

1. Roll Call

Lisa Davies – Present

John Nunnari – Present

Luke McKneally – Present

Tarika Leskiw – Absent

Sy Nguyen - Absent

2. Approval of Minutes from 10/16/2024 (Tabled for next meeting)

3. 11th edition drafting

a. Progress Tracking

John Nunnari reported that no updates were made to the tracking checklist from last meeting. Committee members discussed methods of simplifying this tracking checklist and proper use by the BBRS and Subcommittees. Members discussed adding a column in the tracking document for issues that are new to the 11th Edition. The document will be updated with all chapters in the Building Code that have Mass Amendments after the BBRS votes to utilize this form. Members confirmed that the BBRS will designate a "Secretary" to fill out this document during the public BBRS meetings and that a PDF version of the document will be shared with the BBRS members in their board packet for monthly review. ED Chris Rogers suggested having the BBRS Secretary review the updates to the tracking document at the end of every BBRS meeting to ensure correctness, and committee members agreed.

Committee members discussed naming conventions for code change proposals received from the public and the ability of staff to link these proposals to the tracking document.



John Nunnari made a motion to approve the tracking document as amended, seconded by Luke McKneally. All members in favor. Motion carries.

Committee members discussed at length the process for how code change proposals would be compiled, sent to the respective subcommittees, tracked, and draft code changes received back from the subcommittees and which member of the BBRS will be responsible for this tracking. Members discussed the format of files from proponents specifying author and date. Thereafter, members discussed a separate smaller tracking document to be used by the subcommittees for their respective chapters.

John Nunnari made a motion to create tracking documents for each subcommittee, seconded by Luke McKneally. All members in favor. Motion carries.

Next, the chair allowed discussion regarding draft timelines.

John Nunnari presented his draft timeline for the 11th Edition Process. Committee members discussed this short timeline and debated whether these dates were attainable. Lisa Davies stated that these timelines may have to overlap as some subcommittees have a much smaller task and BBRS review will have to occur concurrently with the TAC review. Counsel noted that the internal approval process is currently not subject to particular timelines, thus any timelines will be estimates. Further discussion will be had on the timelines for the 11th Edition at the next meeting.

Matters not reasonably anticipated 48 hours in advance of meeting. None

John Nunnari made a motion to adjourn seconded by Luke McKneally. The meeting adjourned at 11:02am

The next meeting is scheduled for December 18th at 9:00am.

Items Relied Upon

Agenda

Draft tracking log