



**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**

**Public Meeting Minutes**  
**11<sup>th</sup> Edition Process Subcommittee**

**June 25, 2024**

**Virtual Meeting**

**The meeting was called to order at 10:05 AM**

**1) Introduction by BBRS Chair**

Lisa Davey, BBRS Chair opened the meeting by noting the attendance of the subcommittee members. It was noted that Lisa Davey, Luke McKneally and John Nunnari were in attendance. Sy Nguyen and Tarica Leskiw were noted as absent.

Other attendees included member of DOL staff Rob Anderson, Guy Webb of the Home Builders and Remodelers Association of Massachusetts, Jennifer Hoyt of Code Red Consultants, and Robert Carasitti of FSFPE.

**2) Legal obligations applicable to subcommittees**

The BBRS Board Counsel Charles Kilb informed the subcommittee that they are subject to the same open meeting law requirements as the full board. He also noted that the subcommittee would be approving their own meeting minutes, as well as that if any member of the public requests a copy of a document reviewed or received during by the subcommittee that that person be directed to staff to have the request fulfilled. The subcommittee was also reminded to adhere to copyright law in relation to any draft or model codes.

**3) Work product to be created by this subcommittee**

Chair Lisa Davey noted that the work product to be created by this subcommittee would be to create a process that will formally format the changes in proposed drafts to the 11th edition. The primary areas of focus should be creating a system to track proposals and language accepted by the BBRS, as well as a process for addressing the roles of other subcommittees and their process in reviewing code proposals. A schedule should also be created for the 11<sup>th</sup> edition review for the board to review and address all requests in a timely manner.

John Nunnari noted that there should also be recourse for subcommittees that do not complete their direction in a timely manner, and that the board needs to prioritize adopting the ICC with the least amount of Massachusetts amendments as is practical. Luke McKneally noted that he would like to ensure that the public comments are also accessible to the public and a plan should be developed on the proper way to accomplish this. Rob Anderson indicated that Massachusetts amendments



historically did not include updated or improved language and that the language changes should be limited to specific needs of Massachusetts, not semantical improvements.

4) Overview of code change process

Board Counsel Charles Kilb informed the subcommittee of the current process for code changes to be made. He noted the ideal time to make substantial changes is during the draft phase of the code change process. After the final vote the code is reviewed on many administrative levels and any potential code conflicts are addressed. Chair Lisa Davey inquired if there was a way to change the speed of the review process. Staff indicated that that isn't something the BBRS can change. John Nunnari noted that organizations affected by the building code can advocate for a prompt review and approval of the code while in that process and it could potentially reduce the review time.

5) 11th edition drafting

a) Formatting

i) Model code and "front-end" amendments - Secretary of State mandates

John Nunnari reiterated his point that the formatting of the front-end amendments may be easier if the ICC codes are adopted and minimally adjusted with Massachusetts specific amendments. Board Counsel Charles Kilb noted that the ICC allowed the BBRS to create a blended code for purposes of drafting, however front-end amendment formatting is still required for filing with the secretary of state. Lisa Davey shared that the blended code was often found to be confusing to navigate, and as such it may be more useful to format the amendments as front-end amendments to be efficient. She indicated this may also help with document version control.

ii) Document version control

The subcommittee deliberated the effects of using a blended code or the front-end amendment format and how staff, the board and the public would be able to interact with those formats. There was not a conclusive recommendation among the present subcommittee members, however the Chair indicated the input of the remaining subcommittee members would be beneficial in resolving this recommendation.

b) Main drafting work - use of technical subcommittees

i) Areas to review

(1) I-code changes from 2021 to 2024

Rob Anderson suggested the board members review a document that is created by the ICC detailing the differences between the previous edition of the code and the current edition of the code. It was requested that staff investigate obtaining this document for BBRS and subcommittee review.

(2) MA amendments in 10th edition to carry forward

The subcommittee suggested that the board review the specific 10<sup>th</sup> edition amendments made and task various subcommittees with each chapter to determine if these amendments should be carried forward into the 11<sup>th</sup> edition.

(3) New MA Amendments

Chair Lisa Davey reiterated that the recommendation at this time is to submit amendments through the typical code change form and to not submit a blended code. Those submitting proposals should be prioritizing minimally amending the model codes for Massachusetts specific concerns.

The remaining agenda items were noted to be reviewed at a future meeting.

(4) Review of other 3rd party standards (NFPA, ASME, ASTM, etc.)

ii) Areas assignable to existing subcommittees

iii) Areas not currently covered by subcommittees

- iv) Subcommittee Work product
  - (1) Consensus decisions
  - (2) Contested decisions
  - (3) Technical analysis and justification of Massachusetts amendments
- v) BBRS Ratification
- c) Public Input
  - i) Previously tabled 10th edition proposals
  - ii) Statutory public "hearings" - May/November
  - iii) Meetings to take input or comment period on agendas
- d) Draft timelines
- e) Version Control
- f) Additional considerations for 11th edition drafting
- 6) Other matters not reasonably anticipated 48 hours in advance of meeting.

John Nunnari requested a future agenda item be added to consider the potential level of staff involvement in reviewing the technical aspects of the code. John Nunnari then made a motion to adjourn the meeting. Luke McKneally seconded the motion. The motion passed unanimously. The meeting was adjourned at 11:55 AM.