**BOARD OF BUILDING REGULATIONS AND STANDARDS**

**Public Minutes**

**September 12, 2023 @ 10 a.m. until approximately 1 p.m.**

**Virtual Meeting**

The meeting was called to order at 10:01 AM.

**Roll Call, by BBRS Chair:**

David Riquinha  present  absent

Lisa Davey  present  absent

Michael McDowell  present  absent

John Couture  present  absent

Jeffrey Clemons  present  absent VACANT  present  absent Darien Crimmin  present  absent

Tarica Leskiw  present  absent

VACANT  present  absent

Atiya Rahim  present  absent

Sy Nguyen  present  absent

Sarah Wilkinson, or designee  present  absent

John Davin, or designee  present  absent Elizabeth Mahony,or designee  present  absent

**Regular Meeting Agenda**

1. **Review \Vote** BBRS meeting minutes for August 8, 2023

Jeff Clemons made a **MOTION** to table the meeting minutes pending minor semantical changes and a more detailed inclusion of the matters discussed under items not reasonably anticipated. John Couture **SECONDED** the motion. This motion passed unanimously.

1. **Review \Vote** ICES meeting minutes for June 7, 2023, July 20, 2023, and August 17, 2023.

John Couture made a **MOTION** to approve the ICES meeting minutes for June 7, 2023, July 20, 2023, and August 17, 2023, Jeff Clemons **SECONDED** the motion. This motion passed unanimously.

1. **Review \Vote** BCAB meeting minutes for July 13, 2023, July 25, 2023, and August 3, 2023.

John Couture made a **MOTION** to accept as record the BCAB meeting minutes for July 13, 2023, July 25, 2023, and August 3, 2023, Jeff Clemons **SECONDED** the motion. This motion passed unanimously.

1. **Review \Discuss** Board Counsel Report
   1. BOCC Processes

Board Counsel explained to the Board that in general votes made to accept or approve minutes are essentially votes made accepting that the minutes shall be considered the official record of the meeting they describe. For subcommittees, this is done knowing that many or most BBRS members were not present. Counsel indicated that the BOCC is an exception to this general rule because, due to the structure of the building code, the BBRS needs to ratify certain BOCC decisions, and the longstanding BBRS practice is ratifying those decisions by approving the BOCC’s minutes. Counsel indicated the BBRS would be free to ratify the BOCC decisions in a different way if desired, but noted that this method has been in place for a long time and seems to work for all involved.

1. **Review \Vote** BOCC meeting minutes for June 6, 2023

Jeff Clemons made a **MOTION** to approve the BOCC meeting minutes for June 6, 2023. Michael McDowell **SECONDED** the motion. This motion passed unanimously.

1. **Review \Discuss** Report from BOCC Designee

The newly appointed BOCC Designee was not in attendance at this meeting to report on BOCC updates. Any information relating to BOCC would be discussed under the Executive Director Report.

1. **Review \Vote** ICES (Inspector Continuing Education Subcommittee) – Draft timeline and other subcommittee proposals.

John Couture provided the board a brief overview on the proposed methods the Subcommittee developed to address improving Building Inspector Continuing Education and how to adjust for the 10th edition code currently in development, as well as training to encourage consistent enforcement of the building code currently in effect. It was noted that work is still to be done, so the Chair suggested that it would be best for the Subcommittee to reconvene and appear at a future BBRS meeting with a more detailed proposal on parameters of this training, such as who would be providing this training, if any funding would be needed, and the content of the training. John Couture made a **MOTION** to move the vote on this item to the November BBRS meeting. Tarica Leskiw **SECONDED** the motion. This motion passed unanimously.

1. **Review \Discuss** BCAB Meeting Processes and Participation

Staff provided a brief overview of the Building Code Appeals Board and the importance of participation by BBRS members. Members requested that going forward all BBRS members should be invited to each BBRS meetings, and staff would schedule the members that attend each meeting from the responses. No action was taken on this item.

Ian Finlayson indicated that he and DOER would like to coordinate with staff when cases in front of the BCAB involve the energy code. Staff will follow up, no formal action was taken.

1. **Review \Discuss** Executive Director Report
   1. Construction Supervisor License totals for the month of August

There were 141 construction supervisor licenses issued, 1615 construction supervisor licenses renewed, and 1 construction supervisor license reinstated in the month of August.

* 1. Status of Subcommittees

As ICES was directed to continue to develop a training proposal, neither the CORI subcommittee or the 11th Edition of 780 CMR will convene yet. These Subcommittees will begin reviewing their directive and report back to the board upon the satisfactory completion of the Inspector Continuing Education Subcommittee’s report to the BBRS.

The BOCC has 4 vacancies at present. Respective agencies are currently looking for nominations for the BBRS to vote to appoint to the BOCC to ensure there are no future quorum issues.

1. **Review \Vote** Construction Supervisor License Waivers

Jeff Clemons made a **MOTION** to approve the CSLs as submitted to the board. John Couture **SECONDED** the motion. This motion passed unanimously.

1. **Discuss** other matters not reasonably anticipated 48 hours in advance of meeting.

Richard Crowley, member of the public, was recognized by the chair and voiced support in potentially requesting DOL add to their budget a monetary provision to train building officials, stressing that it would be imperative to implement any changes to the code in advance of the 10th edition finishing the promulgation process.

A query was put to the Board on if it would be possible to require a consistent BCAB attendance to remain a BBRS member. The chair voiced opposition to this request, as it would not be practical to implement into the scheduling process for BCAB. No action was taken.

The chair indicated he was concerned that correspondence to him may have been misdirected, specifically regarding inspector training and a municipal review. Staff will get the chair this information as soon as possible. The chair and staff will coordinate further dissemination/follow ups.

John Couture made a **MOTION** to adjourn the meeting. Michael McDowell **SECONDED** the motion. This motion passed unanimously.

The meeting adjourned at 11:43 AM.