STATE BUILDING CODE TECHNICAL REVIEW BOARD MEETING MINUTES July 19, 2024 Virtual Meeting

Members Present

Members Absent

Mr. James R. Dawson, Chairman

Mr. Alan D. Givens Mr. R. Jonah Margarella

Mr. Vince Butler

Mr. Daniel Crigler

Mr. David V. Hutchins

Ms. Christina Jackson

Mr. Joseph Kessler

Mr. Eric Mays, PE

Ms. Joanne Monday

Mr. James S. Moss

Mr. W. Shaun Pharr, Esq., Vice-Chairman

Ms. Elizabeth White

Mr. Aaron Zdinak, PE

Call to Order

The meeting of the State Building Code Technical Review Board

("Review Board") was called to order at approximately 10:30 a.m. by

Secretary Luter.

Roll Call The roll was called by Mr. Luter and a quorum was present. Mr. Justin

I. Bell, legal counsel for the Review Board from the Attorney General's

Office, was also present.

Elections of Officers Mr. Luter advised the board members that the terms of the officers of

the Board had expired and election of officers was needed prior to moving forward with the meeting. Mr. Luter then called for nominations for Chair. Mr. Butler nominated Mr. Dawson. The nomination was seconded by Mr. Crigler. Mr. Luter called for nominations for Chair twice more. After hearing no further nominations, Mr. Luter closed the nominations for Chair. A vote was

taken and Mr. Dawson was unanimously elected as Chair.

Chair Dawson called for nominations for Vice-Chair. Ms. Jackson nominated Mr. Pharr for Vice-Chair. The nomination was seconded by Mr. Mays. Chairman Dawson called for nominations for Vice-Chair twice more. After hearing no further nominations for Vice-Chair, Mr. Dawson closed the nominations. A vote was taken and Mr. Pharr was

unanimously elected as Vice-Chair.

Chair Dawson called for nominations for Secretary. Ms. Jackson nominated Mr. Luter for Secretary. The nomination was seconded by Ms. Monday. Chairman Dawson called for nominations for Secretary

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twice more. After hearing no further nominations for Secretary, Mr. Dawson closed the nominations. A vote was taken and Mr. Luter was unanimously elected as Secretary.

Approval of Minutes

The draft minutes of the May 17, 2024 meeting in the Review Board members' agenda package were considered. Ms. Monday moved to approve the minutes as presented. The motion was seconded by Mr. Zdinak and passed with Ms. Jackson and Mr. Butler abstaining.

<u>Note:</u> Mr. Mays recused himself from review, consideration, and approval of the minutes.

Final Order

George and Carrie Schiano: Appeal No. 24-03:

After review and consideration of the final order presented in the Review Board members' agenda package, Ms. Monday moved to approve the final order as presented. The motion was seconded by Mr. Moss and passed with Ms. Jackson and Mr. Butler abstaining.

<u>Note:</u> Mr. Mays recused himself from review, consideration, and approval of this final order.

Public Comment

Chair Dawson opened the meeting for public comment. Mr. Luter advised that no one had signed up to speak. With no one coming forward, Chair Dawson closed the public comment period.

New Business

None.

Secretary's Report

Mr. Luter pointed the Review Board members to the copy of Review Board Policies #30 presented in the Review Board members' agenda package. After a brief discussion, Mr. Hutchins moved to re-adopt Policy #30 as written in compliance with §2.2-3708.3. The motion was seconded by Mr. Crigler and passed unanimously.

Mr. Luter pointed the Review Board members to the copy of Review Board Policies #31 presented in the Review Board members' agenda package. After a brief discussion, Mr. Butler moved to re-adopt Policy #31 with the following change on page 2 so the policy language mirrored the new language in §2.2-3708.3:

<u>Policy Section: When an all-virtual public meeting may be authorized,</u> Item c:

Delete "25%" and replace with "50%"

The motion was seconded by Ms. Jackson and passed unanimously.

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Mr. Luter informed the Review Board of the current caseload for the upcoming meetings scheduled for August 16, 2024 and September 20, 2024.

Mr. Bell provided legal updates to the Review Board members.

Adjournment

There being no further business, the meeting was adjourned by proper motion at approximately 11:15 a.m.

Approved: August 16, 2024

Chair, State Building Code Technical Review Board

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Secretary, State Building Code Technical Review Board

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