

**Construction Codes Advisory Council**  
**Thursday, December 15, 2011**  
**Meeting Minutes**

**Members**

Bill Freitag  
Bob Dahm  
Bruce Hutchins  
Gerhard Guth  
Jim Andrie *for Larry Stevens, Jr.*  
John McConnell  
Kathe Ostrom  
Kent Warden  
Kevin White  
Mark Kincs *for Bob Bastinelli*  
Matt Anfang  
Pete Parris  
Reid Lebeau *for Mark Brunner*  
Ross Noak  
Scott McLellan  
Tom Downs

**Members Absent**

James Gander  
Luke Stemmer  
Robert Jewell

**DLI Staff & Visitors**

A/C Jessica Looman  
Carey Demaris  
Colleen Chirhart  
Don Sivigny  
Gary Thaden  
John Rajkowski  
Kevin Lewis  
Phil Raines  
Steve Hernick  
Wendy Legge

**Call to Order**

The meeting was called to order at 1:10 pm by Scott McLellan. Housekeeping announcements were made.

**Introductions**

Roll call was taken and a quorum was met. Alternate members introduced themselves. McLellan reviewed with council the terms up for expiration, adding those interested should reapply, or if members have suggestions please refer.

**Approval of Minutes**

A motion made to approve the September 15, 2011 minutes was made by Ostrom, seconded by Downs. The vote was unanimous, the motion carried.

**Department Reports**

- a. On-line Licensing - Steven Hernick gave an update on the new online process and rollout effective October 1<sup>st</sup> for renewals. The ability to obtain new license applications will take place by January 1, 2012. He also mentioned the continuing education process also available on-line.

- b. On-line Permitting – McLellan gave an update on the on-line permitting for electrical, building, plumbing, elevator, high pressure piping, and stated to date approximately 40-45% are currently using the new program with anticipation of that growing.

Assistant Commissioner Looman gave a brief update on the legislative session stating that since it is a non-budget year there isn't many topics at hand. Currently there are three topics; a small cleanup bill for the CCLD, a proposal on misclassification workers/ICEC program, and the home solicitation law on home improvements for door-to-door sales.

### **Codes Reports**

- a. Plumbing Code – McLellan advised that MN Plumbing Code is ready to publish with the State Register. It was also mentioned that the Board is working on the adoption of the National Plumbing Code with the Board's sub-committees reviewing the code chapter by chapter.
- b. Accessibility Code – Guth gave an update on the 1341 Accessibility Code which is one of the subjected twelve CCLD Advisory Committees. More information can be found at [www.dli.mn.gov/RulemakingCCL.asp](http://www.dli.mn.gov/RulemakingCCL.asp) where the ability to track the rule making process, view the committee policy and process along with the code adoption planning schedule can be found. Assistant Commissioner reviewed the rulemaking process.
  - McLellan shared the AGC of Minnesota Construction Industry Assessment 2011-2012 handout with the council as a point of interest.
  - Assistant Commissioner Looman spoke on continuous improvements; licensing and permitting, streamlining and reform. She sated the council is doing a great job and the Department is looking for feedback. Members were advised there will be upcoming surveys.
  - McLellan presented an award from Governor Dayton to Kent Warden recognizing his service to the committee, the community and the state.
  - McLellan distributed the CCAC contact list to the members
- c. Code Adoption timeline update – McLellan stated that to accommodate the timeline for the rule adoption process, the March CCAC meeting will be rescheduled to April 19, 2012, allowing time for the rule making process. The Preliminary Planning spreadsheet is available on the website allowing members to track the codes and progress.

### **Keynote Presentation**

Code Adoption Process – Presented by Don Svigny and Colleen Chirhart - CCLD

Chirhart addressed the board giving an overview of her position and the role of the advisory committees. The advisory committees provide advice, represent interested groups, obtain consensus and provide comments and/or suggestions to the Commissioner in the code adoption process. She also mentioned she can be contacted for more information on the process.

Svigny gave the board an update on and the code adoption process. The Committees were reviewed briefly and were listed as MN Rules 1300, 1303, 1305, 1307, 1309, 1311, 1322, 1323, 1341, 1346 and those of the MN Structural Committee.

**Adjourn**

The meeting adjourned at 2:36 p.m.

Respectfully Submitted,

*Carey Demaris*

Carey Demaris