

# Meeting Minutes: Ad-Hoc Code Review & Rulemaking Committee

Date: October 29, 2018  
Time: 9:00 a.m.  
Location: Washington Room, Department of Labor and Industry  
443 Lafayette Road No., St. Paul, MN 55117-4344

## Committee Members Present

Rick Jacobs (chair)  
John Flagg  
Richard Becker  
Cathy Tran

## Committee Members Absent

Mike Herman

## DLI Staff & Visitors

Suzanne Todnem, General Counsel (DLI)  
Jim Peterson (DLI)  
Brad Jensen (DLI)  
Mike Johnson (J. Berd Mechanical)  
Matt Marciniak (IAPMO)  
Gary Thaden (MMCA)  
Nick Erickson (Housing First Minnesota)  
Scott Eggen (City of Minneapolis)  
Alex Bartley (MDH)  
Adam Hanson (MNABC)  
Larry Justin – via teleconference  
Scott Thompson (My Plumbing Training) – via teleconference  
Scott Crossman – via teleconference

### **1. Call to Order**

The meeting was called to order by Chair Jacobs at 9:10 a.m. Introductions and housekeeping announcements were made. Attendance was taken; a quorum was met with 4 of 5 members present.

### **2. Approval of meeting agenda**

A motion to approve the agenda was made by Flagg and seconded by Becker. The vote was unanimous with 4 votes in favor; the motion carried.

### **3. Approval of Previous Meeting Minutes**

A motion was made by Flagg and seconded by Becker to approve the minutes from the September 21, 2018, committee meeting. The Vote was unanimous with 4 votes in favor; the motion carried.

### **4. Regular Business**

Approval of Expense Reports – Jacobs approved the expenses as presented.

### **5. Special Business**

The Committee discussed the overall process and what approach they will take.

The overarching process is that the Committee will recommend to the Board proposed modifications to the 2018 Uniform Plumbing Code for Minnesota Plumbing Code purposes. Todnem advised that the committee should establish processes and procedures to track proposed changes for review and organization purposes.

The Committee discussed what approach will be used to determine its proposed modifications for the Board's consideration. Options discussed:

- 1) Present recommendations to Board on a rolling basis or all at once
- 2) What form, if any, to use for proposed code changes – RFA, nothing, or something else
- 3) What criteria for proposed amendments
- 4) Role of current amendments in Minnesota Rules chapter 4714

The Committee discussed that they will recommend that the medical gas and fire stop sections of the 2018 UPC will not be proposed for inclusion in the Minnesota Plumbing Code because Minnesota already has codes regulating those areas and they are outside the Board's authority.

The public asked about current RFAs received by the Board to date made available to help reduce redundant submissions.

Next scheduled meeting for the Ad-Hoc Code Review & Rulemaking Committee is November 16, 2018, 9:00am. Meeting location will be at DLI, 443 Lafayette Rd North, St. Paul MN 55155. The Committee anticipates discussion of which chapters and appendices of the 2018 UPC should be included in the recommendation to the Board for adoption into the Minnesota Plumbing Code; reviewing RFAs and Final Interpretations submitted/issued since the last code adoption; and review chapters 1-4 of the 2018 UPC, as time allows. Because the amendments in Minnesota Rules, Chapter 4714 were thoroughly vetted by the Board and through the rulemaking process, the Committee determined that chapter 4714 should be used as the controlling document when reviewing the 2018 UPC.

## **6. Adjournment**

A motion to adjourn was made by Becker and seconded by Flagg. Motion passed unanimously.

Respectfully submitted,



Rick Jacobs  
Committee Chair