

Advisory Committee Meeting Notes for 11-30-11

Mn. Rules Chapter 1346 the Minnesota Mechanical Code

(Incorporating the 2012 IMC and IFGC)

Agenda Item #1:

Mr. Scott Nelson, the Committee Chair, welcomed everyone to the meeting and thanked them for their attendance and their commitment to this process of adopting the new Mechanical Code for Minnesota.

Agenda Item #2:

Self- introductions were made by each individual who in attendance. Each individual provided information on who they were their background and who they were representing on the committee. They also indicated if they were a Committee member, and alternate for a committee member or an interested party. Mr Nelson thanked everyone and informed them that all opinions are important and please speak up in a timely and organized manner as we come to a point to discuss at each meeting.

Agenda Item #3:

Mr Nelson introduced Ms. Colleen Chirhart who is the rules specialist for the Department of Labor and industry. Ms. Chirhart discussed topics with the committee that included an overview of the advisory committee, its process, and what is expected of the advisory committee. This discussion continued to include items such as rule development process, Statement of Need and Reasonableness (SONAR) and some time for successful committee work. There were several questions by the committee that were answered by Ms. Chirhart, Mr. Nelson and Mr. Sivigny (the co-chair of the committee). One question was brought up about the website link for the Revisor's office. Mr. Nelson stated he will include this in the next e-mail he sends out to the committee. Code books were distributed to committee members and Mr. Sivigny gave a brief description of the copyright information on the front of the plastic book covering that the members should be aware of.

Agenda Item #4:

The committee took a 25 -minute break .

Agenda Item #5:

Mr. Nelson provided a brief overview of the department draft and discussed a few of the items the department has flagged for more discussion with the committee prior to a decision being made. He also indicated he would be sending out the electronic version of this draft to the committee very soon.

Agenda Item #6:

Mr. Nelson discussed the overall meeting schedule and that the goal is to complete the review of specific sections of the draft at each meeting. He indicated this is going to be a process that will take diligence and active involvement by the committee members as well as a respect for each other and their opinions during the discussion. He gave some direction on how the committee will run and also to make sure all opinions are heard.

Agenda Item #7:

Mr. Nelson discussed that the next meeting date will be December 14th 2011 at the Department of Labor and Industry. He also stated the need to have any proposed code changes for Chapters 1, 2, 15, 16, and sections 301 through 305 of chapter 3 and be completed and submitted to him prior to 4 PM on December 6, 2011.

Additional discussion was on the December 21st meeting and the date of submittals for that meeting.

Agenda Item #8:

Mr. Nelson assigned the committee homework of draft review and code change submittals for the sections he spoke about in Agenda item #7.

Agenda Item #9:

Mr. Nelson thanked everyone for attending and their active participation in today's meeting and that he looks forward to future meetings. The meeting Adjourned at 1:47 PM.