



MEETING MINUTES

BOARD OF DIRECTOR'S BUSINESS MEETING

March 24, 2009

2:30 p.m. to 4:00 p.m.

County of Los Angeles Building and Safety Division
Southwest District Office
1320 W. Imperial Highway
Los Angeles, CA 90044

BOARD OF DIRECTORS:

PRESIDENT

ROY ITANI, PE
District Engineer
Los Angeles County, CA

VICE PRESIDENT

GEORGE CHAVEZ, CBO
Assistant Director of
Community Development
City of Beverly Hills, CA

2nd VICE PRESIDENT

NEVILLE PEREIRA, PE, CBO
Principal Plans Examiner
City of Pasadena, CA

TREASURER

TRUONG HUYNH, PE
Engineering & Development
Services Officer
City of Long Beach, CA

SECRETARY

VICTOR CUEVAS, PE
Code Engineer
City of Los Angeles, CA

COMMITTEES:

ADMINISTRATION CHAIR

CHON CERVANTES, CBO
Building Official
City of Monrovia, CA

DISABLED ACCESS CHAIR

EWA O'NEAL, PE
Structural Engineering
Associate IV
City of Los Angeles, CA

EDUCATION CHAIR

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FIRE-LIFE SAFETY CHAIR

STUART TOM, PE, CBO
Building Official
City of Glendale, CA

INSPECTION CHAIR

VACANT
Title
City, CA

PUBLIC RELATION CHAIR

ADDISON SMITH
President
JAS Pacific Consultant

STRUCTURAL CODE CHAIR

STEVE LAM, SE
Senior Civil Engineer
County of Los Angeles, CA

1.0 CALL TO ORDER. The Board of Director's Meeting was called to order by President Roy Itani at 3:03 p.m.

2. ROLL CALL ESTABLISHMENT OF A QUORUM. Secretary Victor Cuevas confirms Board Members present.

Board Member, Title	Jurisdiction	Present	Absent
Roy Itani, President	LA County	Y	
George Chavez, Vice President	Beverly Hills	Y	
Neville Pereira, 2 nd Vice President	Pasadena		X
Truong Huynh, Treasurer	Long Beach	Y	
Victor Cuevas, Secretary	LA City	Y	

Quorum established when a simple majority of board members are present.

3.0 APPROVAL OF PREVIOUS MINUTES. Secretary Victor Cuevas requested the Board Members to review and approve the February 24, 2009 meeting minutes.

- Motion by Truong Huynh / second by George Chavez to approve the meeting minutes of February 24, 2009.
- Motion passed unanimously.

4.0 COMMUNICATIONS.

4.1 Victor Cuevas. No Comment.

4.2 Treasurer Truong Huynh.

- Truong suggested that monthly treasurer reports should be sent to the membership along with the meeting minutes.
- \$2,300.00 in membership dues were collected from the previous month.
- Wanted feedback on the format for the Monthly Treasurer Report.



- Since some of the members did not show up to the meeting, we lost money on lunch for the February meeting.
- We need to establish a permanent address for the bank account.
- The bank account was changed to a non-profit organization and only Roy and Truong are authorized to sign checks.

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4.2 Vice President George Chavez.

- In regards to the Status of the RFP, Neville is recreating the document which will push back our deadline date.
- The timeline for the proposals will have to change.
- Chon told Truong that the survey results will try to be done by the next general meeting.

4.3 President Roy Itani.

- Felipe Segovia brought back a pink sheet from the Franchise Tax Board, which is a notice to suspend the corporation. This a power rights notice of suspension/forfeiture of tax issues. Relief will be obtained by the filling of the required statements.

5.0 COMMITTEE REPORTS.

5.1 Disabled Access Committee. Roy.

- The committee will be working on two items;
 - 1- update the correction sheets by August 1, 2009 for the new requirements.
 - 2- The Casp Certification

5.2 Structural Committee. Truong.

- The Structural Committee will be working on the soils report exemption and the Steel Moment Recommended Guidelines

5.3 Inspection Committee. George.

- Per Truong, Dale will be relieved from the Chair position.
- Jesse from the City of Beverly Hills will step up to help out in organizing and putting together meetings.

5.4 Fire-Life Safety Committee. Victor.

- The committee is working on one item for Code Development.

5.5 Administration Committee. Truong for Neville.

- The committee discussed the RFP.
- The Committee also discussed S.B. 1608 and many questions came up.
- The committee took the administrative angle to the requirements



- It was suggested to send all inquiries to Chon to compare w/ Disabled Access to see who or which committee will handle each issue.

6.0 EXISTING ACTION ITEM STATUS. Discuss the status and/or resolution for the following action items still pending:

6.1 Roy- RFP Status.

- Roy will call Neville to check the status of the RFP.

6.2 Roy- Discuss the upcoming Tri-Chapter joint meeting program.

- The event will take place in the City of Downey.
- Send out and e-mail to announce the program with Lucile Jones' bio and include the other Chapters.
- The members attending must RSVP the treasurer@icclabc.org.
- Talk to Tony and Hadi about the lunch fee, \$20.00.
- Regardless of what chapter the members belong to, check must be made out to the LA Basin Chapter.
- The agenda for the meeting will be very brief.

6.3 Roy- Discuss the ICC Code Development Program.

- The committee will meet next week (3/31/09).
- Roy will speak talk to John LaTorra to keep him informed about what we are working on.

6.4 Roy- Discuss future Programs for the General Monthly Meetings.

- Roy is working to get John LaTorra on the May program.
- Roy suggested that we look into our own Cities for ideas for future programs such as;
 - Water Conservation
 - Green Building Programs
 - Generation of fees
- George suggested bringing a consultant to talk about fees.

6.5 Roy- The adoption of the IRC.

- Truong will send out the survey to the membership with a reply deadline.
- We can also send out the survey to the other Chapters.

6.6 Same as 6.5.

6.7 George- Training survey. This was also discussed earlier.

- **ON-GOING Roy-** Discuss communication with SEAOSC.
 - There has been a meeting setup for April 8th.
 - We should send items of discussion to Roy.

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ICC LOS ANGELES BASIN CHAPTER

P.O. Box 1855
Glendale, CA 91209-1855

WWW.ICBOLABC.ORG
Established 1957



- **ON-GOING Roy-** Code Adoption Committee.
 - The committee is moving fairly well.

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7.0 Truong- Asked about the Saturday meeting deadlines. How are we going to follow through on these items.

8.0 Action Items.

Roy suggested that by the next Board meeting, we must come up with minimum expectations on the items we agreed to tackle on our Saturday meeting.

9.0 ESTABLISH NEXT MEETING TIME AND LOCATION. Last Tuesday (4/28/09) of the month at 2:30 p.m. Roy's office. 1320 W. Imperial Highway, LA CA

10.0 ADJOURNMENT. The meeting was adjourned at 4:38 p.m.