



LOS ANGELES BASIN CHAPTER

INTERNATIONAL CODE COUNCIL

Established 1957
www.icclabc.org

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



FY 2011

BOARD OF DIRECTOR'S BUSINESS MEETING MINUTES

June 28, 2011
Telephone Conference
2:00 to 4:00 pm

BOARD OF DIRECTORS:

PRESIDENT

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

VICE PRESIDENT

TRUONG HUYNH, PE, CBO
Acting Supt. of Bldg. & Safety
City of Long Beach, CA

2nd VICE PRESIDENT

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

TREASURER

MAZEN DUDAR, PE
District Engineer
County of Los Angeles, CA

SECRETARY

RICHARD TEMPLE, CBO
Building Official
City of Sierra Madre, CA

COMMITTEES:

ADMINISTRATION CHAIR

ADDISON SMITH
JAS Pacific, Inc.

DISABLED ACCESS CHAIR

EWA O'NEAL, PE
City of Los Angeles, CA

FIRE-LIFE SAFETY CHAIR

LARRY BRUGGER, SE, CBO
Retired Building Official

GREEN BUILDING CHAIR

OSAMA YOUNAN, PE
City of Los Angeles, CA

INSPECTION CHAIR

AYLA GULCIN ERFIGEN
Transtech, Inc.

STRUCTURAL CO-CHAIR

PHILIP YIN, SE
City of Long Beach, CA

JONATHAN LAM, PE

County of Los Angeles, CA

In Attendance; Neville Pereira, President
Truong Huynh, Vice President
Mazen Dudar, Treasurer
Richard Temple, Secretary
Absent: Victor Cuevas, 2nd Vice President

Minutes Submitted By: Richard Temple

Agenda Action Items:

1. May 2011 Board Meeting Minutes Approved.
2. Program for July and August.
July: (Rio Hondo) Osama Younan- Discussion of Standardized PV plan
August: (Alhambra) Undecided – Discussed Disaster Preparedness
October: Review Code Adoption Process for upcoming FAH
3. Membership Participation in FAH In Phoenix
 - LABC Board will offer financial support to members who wish to attend. (Announce at June Business Meeting)
 - Mid August as deadline for Board financial support.
4. Recommend Code Adoption plan (Truong)
 - Recommend code Action Plan for those going to Phoenix, asking Committee chairs to look and give input.
 - Develop Recommendation Sheet with key items for members to vote on,
 - Once Recommendation Sheet is developed, ask other Chapters to support these actions. (Similar to action taken with Fire Sprinklers)
 - A Committee to oversee this may be necessary to coordinate this information.
 - Discussed letter from George Chavez regarding use of CALBO List Serve.



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5. Budget Update (Mazen)
 - \$49,300 including Pay Pal and Bank.
 - Neville to get in touch with Orange Empire Chapter Treasurer, Daniel Kennedy regarding outstanding balance of \$3,300 owed from January 2011 Chapter Banquet.
6. Letter on Taxes and DOJ (Neville-Mazen)
 - Mazen to have meeting with Andrew Park today by telephone.
 - After telephone meeting with Andrew Parks, Mazen reports that a more aggressive communication with the IRS will be taken.
7. Board Position for FY 12 (All)
 - Truong forwarded to all present the latest version of Nomination Committee Forms
 - All Board Members present confirmed they will remain on Board in the upcoming year.
 - Neville to contact Past-President George Chavez regarding selecting the other members of the Nomination Committee.
 - Nomination Committee to begin soliciting interest to fill upcoming Board position.
8. ICC Roster List built on Google Website. (Dedicated Page showing cities & Board Liaisons) - (Neville)
 - Neville is cleaning up website. The membership list is being updated on Google website.
 - The membership count is approximately 400. (Down from 450 although the Annual Report will show 450.)
 - Members will not be able to update this information on the website. Board members will be able to update the Google website.
9. (See item number 6)
 - OPEN – Neville
10. Scholarship of Honor (Truong)
 - (Continuation from last months meeting)
 - Refer members to ICC Foundation website. ICC will notify those who qualify. Chapter will provide letter showing we will sponsor one half of funds.
11. Update on the Administration Committee's Mini Project (Neville)
 - Not progressing well without adequate support of Administration Committee
 - Neville will contact Addison and Chon to see if project should go forward, if not, concentrate on Social Events



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12. Permanent Mailing Address
 - Continue
13. Website Banner Renewal
 - Continue
14. Invoice Reminders to Members (Neville)
 - Neville will send revised letter to all members who have not renewed their membership, reminding them to renew.
15. Membership Drive (Neville)
 - See item number 14)
16. **Approved Item:**
17. Board approved the reimbursement of \$450 to Mustafa for Electrical Inspector to attend the IAI Conference. The following must be presented before reimbursement is given:
 - Letter stating the purpose of the Conference and what they expect to learn.
 - Give a presentation to the membership on benefits of conference and what was learned.
18. **Carried over to July Board Meeting:**
 - a) Grooming an "Ambassador" to represent the LABC at ICC/CALBO Conferences. Perhaps someone who is retired but very active in membership.
 - b), c) d) Approval needed for Nominating Committee Rules (See item number 7.)
 - b) Administration Committee can discuss the Building Department Organization, Fee Schedules and Fee Studies.
 - d) JAS Pacific and other Education Flyers, should it go to our members?
 - e) Membership Participation in FAH In Phoenix- Anyone ask to be added?
 - f) Recommend Code Adoption plan (Truong)
 - g) Letter on Taxes and DOJ (Neville-Mazen)
 - h) Board Position for FY 12 – Any interest shown?
 - i) Permanent Mailing Address
 - j) Website Banner Renewal
 - k) Invoice Reminders to Members