



# LOS ANGELES BASIN CHAPTER

## INTERNATIONAL CODE COUNCIL

Established 1957  
[www.icclabc.org](http://www.icclabc.org)

P.O. Box 1099  
 Alhambra CA 91802



### ADMINISTRATION COMMITTEE MEETING MINUTES

**March 26, 2013**  
**10:00 AM – 11:30 AM**  
 Teleconference Call

FY 2013

#### 1.0 CALL TO ORDER. Meeting was called to order at 10:14 am.

**BOARD OF DIRECTORS:**

- PRESIDENT**  
 VICTOR CUEVAS, PE  
 Code Engineer  
 City of Los Angeles, CA
- 1ST VICE PRESIDENT**  
 MAZEN DUDAR, PE  
 District Engineer  
 County of Los Angeles, CA
- 2ND VICE PRESIDENT**  
 RON TAKIGUCHI, PE, CBO  
 Building Official  
 City of Santa Monica, CA
- TREASURER**  
 J. ADDISON SMITH  
 CEO  
 JAS Pacific, Inc.
- SECRETARY**  
 FOUAD BARAKAT, PE  
 Civil Engineer  
 County of Los Angeles, CA

**COMMITTEES:**

- ADMINISTRATION CHAIR**  
 NEVILLE PERIERA, PE, CBO  
 Temple City, CA
- TRUONG HUYNH, PE, CBO**  
 City of Long Beach, CA
- DISABLED ACCESS CHAIR**  
 EWA O'NEAL, PE, CASp  
 City of Los Angeles, CA
- FIRE-LIFE SAFETY CHAIR**  
 PAUL ARMSTRONG, PE, CBO  
 CSG Consultants, Inc.
- GREEN BUILDING CHAIR**  
 OSAMA YOUNAN, PE  
 City of Los Angeles, CA
- INSPECTION CHAIR**  
 AYLA GULCIN ERFIGEN, CBO  
 Transtech Engineers, Inc.
- STRUCTURAL CO-CHAIRS**  
 LARRY BRUGGER, SE, CBO  
 JAS Pacific, Inc.  
 STEVE LAM, SE  
 County of Los Angeles, CA

Member	Jurisdiction	Present	Absent
Addison Smith	JAS	X	
Amir Hamidzadeh	Agoura Hills		X
Ayla Gulcin Erfigen	Transtech		X
Charles Russell	VCA Code Group		X
Chris Lee	Santa Monica		X
David Khorram	Orange	X	
Hadi Tabatabaee	County of Orange	X	
Henry Huang	Bureau Veritas		X
Jesse DeAnda	Beverly Hills		X
Mark Campbell	Redondo Beach	X	
Neville Peirera	Temple	X	
Osama Younan	Los Angeles	X	
Peter Kim	Los Angeles	X	
Sarkis Nazerian	Pasadena	X	
Steve Ikkanda	ICC		X
Truong Huynh	Long Beach	X	

#### 2.0 APPROVAL OF PREVIOUS MINUTES. Review and approve: 2.1 Neville motion to approve minutes. Mark second motion. Meeting minutes for March 12, 2013 approved.

#### 3.0 COMMUNICATION 3.1 Truong gave quick overview recapping discussion of last meeting and emphasizing the 3 main goals that the committee will be focusing on moving forward.

#### 4.0 EXISTING BUSINESS 4.1 Promote LARUCP. Discussion centered on how to provide training on the LARUCP. Suggestion was to provide training for interested chapters to highlight the recommended amendments. Who provides this was subject of debate, whether it be with assistance from those in the committees or chairpersons. It was further discussed how will this training information be disseminated to the chapter members: email blast, direct email to the building officials,



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through joint participation with other chapter committees, or a combination of all of the above. It was agreed that each committee member will submit 1-2 survey questions to Truong for compilation and the most frequent and common ones may be used to engage membership feedback on whether they are going to use the LARUCP amendments. This would be provided before the next meeting.

Assignment: Provide 1-2 sample survey question to Truong.

4.2 Establish Community Project. It was discussed what type of community project the committee should pursue. David recommended based on his past experience on the matter that the selected project be small enough to complete within a day or two, that the Building Official for that city act as the lead project manager, possibility solicit support from local Home Depot or similar businesses in the community. Other suggestion included doing a video on a particular building code subject matter or education that is targeted to the general public (e.g., smoke detector, permit process, etc.) and have video made available for use by other cities, perhaps coordinating it to occur on building and safety week in May. There was some thought on getting media involvement to highlight the community project. It was generally agreed that perhaps reaching out to the membership of each chapter for feedback would be appropriate.

4.3 Electronic Plan Review. It was agreed that this topic will be discussed in more detail at the next teleconference meeting.

**5.0 NEW BUSINESS.** None.

**6.0 ESTABLISH NEXT MEETING**

6.1 It was agreed that the next teleconference meeting will be held on April 9, 2013 at 10:00 am to 11:30 am.

**7.0 ADJOURNMENT**

7.1 Meeting adjourned at 11:30 am.