



LOS ANGELES BASIN CHAPTER

INTERNATIONAL CODE COUNCIL

Established 1957
www.icclabc.org

P.O. Box 1099
 Alhambra CA 91802



ADMINISTRATION COMMITTEE MEETING MINUTES

June 11, 2013
 10:00 AM – 11:30 AM
 Teleconference Call

FY 2013

1.0 CALL TO ORDER. Meeting was called to order at 10:20 am.

BOARD OF DIRECTORS:

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

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 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 Engineers		X
Charles Russell	VCA Code Group		X
Chris Lee	Santa Monica		X
Orville Sabado	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	
Karyn Beebe	Engineered Wood Assoc.		X
Neville Pereira	Transtech Engineers	X	
Paul Armstrong	CSG Consultants		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 Previous meeting minutes were not available for review at this meeting

3.0 COMMUNICATIONS

3.1 None of the attendees were able to attend the May 30th Electronic Plan Review demonstration at the City of Beverly Hills and therefore there was no further discussion on the topic of that demonstration.

4.0 EXISTING BUSINESS

4.1 Electronic Plan Review. Continuation of discussion from May 28, 2013.

4.1.1 The discussion which ensued focused on the use of Bluebeam Revu software that was a commercially available off the shelf software package. Similar to Adobe Acrobat Professional, Bluebeam is for creating, viewing and marking up portable document format (PDF) documents. Bluebeam Revu is more focused on the technical design community's need for



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review, markup, scaling and report generation than the Acrobat product. The Bluebeam software retails between \$180 and \$300 per license, whereas Adobe Acrobat retails for about \$500 per license. According to the committee members, Bluebeam is currently used by Transtech Engineers and CSG Consultants for electronic plan review. Neville conducted a brief online demonstration of the software capabilities and the attendees generally agreed that a formal virtual demonstration of the software's capability was of benefit to the committee.

4.1.4 The following topics have yet to be discussed:

- payment for plan submission
- method of approving electronic plans
- printing of approved plans for field inspection
- permit issuance and payment of permit fees
- other agency approvals required
- criteria for electronic plan submittal, over the counter
- training of both staff and public
- obtaining consensus on use of electronic plan review, public and internal city agencies
- deciding on voluntary or mandatory electronic plan submission
- standard electronic corrections
- procedure for plan revisions
- archiving and retrieval of electronic approved plans.

4.2 Promote LARUCP. Deferred to a future meeting.

4.3 Establish Community Project. Deferred to next meeting.

5 **NEW BUSINESS.** None.

6 **ESTABLISH NEXT MEETING**

6.1 The time for the next meeting was not set because there were insufficient members present at this meeting. Neville indicated that the co-chairs would send out an email notification for the next meeting.

7 **ADJOURNMENT**

7.1 Meeting adjourned at 11:00 am.