



DEPARTMENT OF FORESTRY AND FIRE PROTECTION
OFFICE OF THE STATE FIRE MARSHAL
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September 21, 2005

Fred Aguiar, Secretary
State and Consumer Services Agency
Chairman, Building Standards Commission

Re: Code Adoption Status Report

Dear Secretary Aguiar and Commissioners,

At the last meeting, I reported to you regarding the philosophy and approach my office is taking relative to this code adoption. In the coming months, I intend to keep you informed of our progress and efforts in developing the California Building Code, California Fire Code and California Residential Code using the International Codes as the basis for our State Building Standards. In this effort, the phrase "holistic approach" has been coined to represent this office's philosophical direction. With this approach, one of the main objectives participants must remain focused on is that the final adoption package includes only those amendments reasonably necessary to maintain a substantially equivalent level of fire and life safety in California. Other amendments can be addressed in future code cycles that must stand on their own merit.

I am pleased to announce that we are underway with the development process of our adoption of the International Building Code, International Fire Code and International Residential Code. Let me assure you, the pace will be fast, the hours long, and the demands difficult; however, the result will be a set of codes that will serve our State for many years to come.

I am approaching this endeavor using a project management philosophy that creates a structure of core and working groups, SFM Liaison, and scheduling, resources, and goals. The structural organization is as follows:

SFM Office: The Assistant State Fire Marshal will be my representative for this project. The Assistant State Fire Marshal oversees the Core Group's efforts by providing resources, guidance, and offering solutions to problems that may arise.

Core Group: This group is composed of designated individuals and alternates from the core stakeholders to this code process. The organizations represented on this group have no economic interest in this effort. The Core Group will provide overall direction to the Work Groups, meet routinely with Work Group Leaders, and work under the SFM policy direction. The following is a list of the organizations represented:

California Building Officials
Fire Prevention Officer's Section, Cal Chief's
California Fire Chief's Association
League of California Cities
California Metropolitan Fire Chiefs

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California State Association of Counties
Fire District Association of California
Office of Statewide Health Planning and Development
Division of the State Architect
Housing and Community Development

Work Groups: There are 14 Working Groups divided by code subject matter. Each Work Group will have two Group leaders. One Group Leader representing Building Officials the other representing Fire Officials. The Group Leaders will be responsible for maintaining the contact list, task tracking, and scheduling meetings, and preparing 'Action' minutes. The latest list of Work Groups and Leaders are shown on the attached work plan.

Organizational Tools:

- ❑ Code Documents – ICC will supply necessary code documents in both printed and electronic formats. These are sensitive documents and need to be kept within the project groups.
- ❑ ICC and SFM Web pages – Web sites/ links have been established and will contain the most current committee documents, meeting schedules, contact lists, and incoming comments from other stakeholders.

Timeline Schedule:

Sept 1, 2005 – Establish project goals, assemble Core and Workgroup members, ID process.

September 6, 2005 – Core Group Kickoff

September 16, 2005 - Kick-off meeting for South Workgroups

September 21, 2005 - Kick-off meeting for North Workgroups

Oct 1, 2005 – First draft of B Occupancy Work Group recommendations

Nov 1, 2005 – Draft of Work Group full recommendations

Dec 1, 2005 – Draft Work Group recommendations completed

Jan 1, 2006 – Final Work Group recommendations to Core Committee

Feb 1, 2006 - Final Code Packet recommendations due to SFM

March 2006 – Review by SFM Fire & Life Safety Building Standards Advisory Board

April 2006 – Review by State Board of Fire Services

May 2006 – SFM Submittal to BSC

Included with this report, you will find the database of several members of our stakeholders' organizations that have stepped forward to volunteer on one or more of the fourteen identified work groups and may serve as representatives on the Core Group. The number of responses to our request for volunteers has been very impressive; with the number of remaining vacancies dropping quickly.

You will also find a work plan illustrating the organization of this effort. The volunteer list and the work plan have been placed on our website to encourage participation. I plan on utilizing our website, and links on our stakeholders' websites, to assure as much public notice and participation as possible.

I have taken precautions to remind all participants that this process is a "developmental phase" of the code adoption process for consideration by the State Fire Marshal, and is not the formal public comment period, which comes after submittal to the Building Standards Commission.

Since the last meeting of the Building Standards Commission, letters appointing the Core Group members were sent. Core Group members will assure the workgroups maintain a consistent approach in their codification efforts and make recommendations to my office. The Core Group kick-off meeting was conducted on September 6, 2005 in Sacramento. At that meeting the following issues were discussed and direction given:

1. Identification and role of Core Committee members
2. Identification of Co-chairs
3. Review of the 9 Point Criteria
4. Use of Code Change forms
5. Established a single point of contact for ICC
6. Discussion of ICC web-based application for Code Amendments
7. Access to and needs from ICC
8. Role of the Workgroups
9. Workgroup leaders and meeting minutes format
10. Obstacles to workgroup tasks
11. Public Participation
12. Communications
13. Meeting Announcements and Minutes
14. Coordination with other state agencies
15. Status Reports to BSC

The kick-off meeting for the Southern California workgroups was conducted on Friday, September 16, 2005 in Orange County and will be conducted again for the Northern California workgroups on September 21, 2005 (following the BSC meeting) in Sacramento. Requests to participate are also being made to our various industry stakeholders as their participation on the workgroups is crucial.

Staff is preparing the information packages that the Core and Workgroup members will need to complete their tasks. It is my intention to keep as much information publicly available as possible by posting meeting schedules, minutes and stakeholder comments on the SFM website, <http://osfm.fire.ca.gov/>

The B Occupancy workgroup has begun meeting and has nearly completed one phase of their task. The workgroup leaders are preparing a model for other workgroups to follow to expeditiously work through the process.

While other State agencies are also busy preparing their rulemaking packages, we continue to meet regularly with them and have included representatives from agencies we share co-adoption with on our Core Group.

We are also looking forward to incorporating the use of the web-based application being developed specifically for this code adoption effort by ICC provided the gatekeeper for the information developed is at the State Agency level. It is my understanding that this application will be available for use after all State Agencies and the BSC agree on its usefulness to the process. Briefly our plan will be that each workgroup will use the software so the annotations made during development can be reviewed with other group members. Once the workgroup has completed its review and analysis, the "draft working document" will be reviewed by the Core Group. The annotations will provide the rationale used by the working group as well as information for the *initial statement of*

reasons that will ultimately be used in the formal rulemaking process by the State Fire Marshal staff. Once developed this software has the potential to aid in the development process, and drastically speed up the publication of the new State codes.

Finally, I will be attending the ICC Code Hearings in Detroit, Michigan from September 27, 2005 to October 3, 2005 to participate in the development process of the 2006 IBC, IFC, and IRC. The outcome of these code hearings will have an impact in the final rulemaking package I will submit for your consideration in May 2006. I am truly excited to see California, once again, breaking new ground in the code development arena.

Summary of Key Accomplishments:

- Outreach for volunteers to Core Group and Workgroups
- Over 150 volunteers responded
- Appointment letters sent to Core Group members
- Appointment letters sent to Workgroup members
- Continuing outreach for Workgroup participation
- Review of ICC prototype web-based application for Code Amendments
- B Occupancy workgroup began and are developing a model for other workgroups
- Core Group kickoff meeting conducted on September 6, 2005
- Southern California workgroup meeting conducted on September 16, 2005
- Northern California workgroup meeting scheduled for September 21, 2005
- SFM website developed and updated with current Code Adoption process info
- Scheduled to attend ICC Code Hearings for 2006 IBC, IFC, and IRC (9-27-2005)

It is my pleasure to provide you with an update of our status. If I can provide any additional information regarding the progress being made toward developing the rulemaking package regarding the adoption of the 2006 International Building, Fire, and Residential codes please do not hesitate to contact me or look on our website at: <http://osfm.fire.ca.gov/CodeAdoptionProcess.html>



RUBEN GRIJALVA
State Fire Marshal