MONDAY, DECEMBER 1, 2014

MEETING SUMMARY AND OVERVIEW

At the Monday, December 1, 2014 teleconference meeting the POC considered regular procedural issues including product approval and entities statistics reports; a status report on conditional approvals (all were resolved); review and approval of product and entity applications; and a review of DBPR approved product approval applications. Specific actions include a recommendation for revising the product approval deadline completion date for application submittal to provide additional time for the process.

Background and Supporting Documents

Relevant background and supporting documents are linked to each agenda item. The Agenda URL for the December 1, 2014 meeting is as follows:
http://www.floridabuilding.org/fbc/commission/FBC_1214/Product_Approval/Product_Approval_Agenda.htm

AGENDA ITEM OUTCOMES

A.1. OPENING AND MEETING PARTICIPATION

The meeting was opened at 10:00 AM once a quorum was established, and the following POC members participated (6 of 7 members):
Jeff Stone (Chair), David Compton, Nan Dean, Robert Hamberger, Brian Swope and Tim Tolbert.

Members Not Participating:
Jay Carlson.

A.2. DBPR STAFF PRESENT

Zubeyde Binici, Nick Duval (Law Clerk), Jim Hammers, April Hammonds, and Mo Madani.

Meeting Facilitation and Reporting

Product Approval POC meetings are facilitated and meeting reports drafted by Jeff Blair from the FCRC Consensus center at Florida State University. Information at: http://consensus.fsu.edu/

 CONSENSUS CENTER

A.3. AGENDA REVIEW

The POC voted unanimously, 5 - 0 in favor, to approve the agenda for the December 1, 2014 meeting as presented/posted. Following are the key agenda items approved for consideration:

- To Consider/Discuss Product Approval Program Issues
- To Discuss Product Approval Application Deadline Dates
- To Consider/Decide on Approval of Products and Product Approval Entities

The complete Agenda is included as *"Attachment 1".*
(See Attachment 1—Agenda)

A.4. STATEMENT OF TELECONFERENCE PARTICIPATION PROCESS

Jeff Blair reviewed the teleconference participation process with participants reminding them that it is important to keep their phones on mute to minimize background noise, not to put their phones on hold, and to wait until invited to speak to avoid confusion and chaos. Jeff emphasized that all participants will have ample time to speak on all agenda items. Participants were reminded to state their names each time they speak.

B. REVIEW AND APPROVAL OF THE OCTOBER 2, 2014 MINUTES

MOTION—The POC voted unanimously, 5 - 0 in favor, to approve the October 2, 2014 meeting minutes as presented/posted.

Amendments:
There were no amendments offered.

C. 1. PRODUCT APPROVAL AND ENTITIES STATISTICS REPORT

Zubeyde Binici reviewed the product and entities statistics reports with participants and answered members' questions. The report is linked to the Product Approval POC's agenda.

C.2. REPORT ON CONDITIONAL APPROVALS FROM THE OCTOBER 2, 2014 MEETING

Commissioner Stone noted that all of the conditions were met for the conditional approvals reported at the October 2, 2014 meetings.

C.3. DISCUSSION WITH REGARD TO CHANGING THE DEADLINE COMPLETION DATE FOR APPLICATION SUBMITTAL

DBPR Staff proposed changing the product approval deadline completion date for application submittal to provide approximately 5 additional days for the February, April and June 2015 product approval application cycles. Mo Madani explained that the proposed change would work to the benefit of applicants as well as staff. Following questions and answers and an opportunity for public comment, the POC took the following action:

POC Actions:
MOTION—The POC voted unanimously, 6 - 0 in favor, to recommend the Commission revise the product approval deadline completion date for application submittal, to provide additional time for the process, per the revised deadline dates posted on-line.

D.1. PRODUCT AND ENTITY APPLICATIONS CONSENT AGENDA

Commissioner Stone presented the consent agenda for entities by asking if any participants' wished to have any entity applications pulled from the consent agenda for individual consideration. There were no entity applications pulled for individual consideration.
Commissioner Stone presented the consent agenda for approval of products by asking if any participants' wished to have any applications pulled from the consent agenda for individual consideration. There were no product applications pulled for individual consideration.

POC Actions:
MOTION—The POC voted unanimously, 6 - 0 in favor, to recommend the Commission approve the consent agenda of product approval entities recommended for approval as posted.
MOTION—The POC voted unanimously, 6 - 0 in favor, to recommend the Commission approve the consent agenda of products recommended for approval as posted.

D.2. PRODUCT APPROVAL APPLICATIONS WITH DISCUSSION OR COMMENTS

Jeff Blair presented the products with discussion and public comment. Following are the POC's recommendations on the 4 product approval applications with public comment(s):

- The POC recommends the Commission conditionally approve product #11915 R4 based on the conditions listed in DBPR staff's recommendation (6 – 0 in favor);
- The POC recommends the Commission approve product #17214 (6 – 0 in favor);
- The POC recommends the Commission conditionally approve product #17290 based on the conditions listed in DBPR staff's recommendation (6 – 0 in favor); and
- The POC recommends the Commission conditionally approve product #17300 based on the conditions listed in DBPR staff's recommendation (6 – 0 in favor).

The complete report of POC recommendations on product and entity applications is available linked to the Commission's December 1, 2014 agenda.

D.3. DBPR APPLICATIONS

Staff noted that the recommendations for the DBPR applications are linked to the December 1, 2014 Product Approval POC agenda found on-line. Commissioner Stone noted that there was public comment on six applications, and these have been resolved or are in the process of being resolved in accordance with the requirements of the Rule. Commissioner Stone asked whether product application #17138 would need to go thorough another full review process or if it would be approved when all issues were resolved. Subsequently, there was public comment and discussion on product application #17138 regarding the status of the application and whether it would need to go through a full review. Staff explained that they are working with the applicant to resolve issues regarding the evaluation report in accordance with the Rule and statutory requirements, and that there would be no need for an additional full review of the application. Staff indicated that the on-line application has the comments listed and they are viewable by anyone looking at the product

approval application. Staff noted that the applicant is in the process of revising the application to address the comments.

E.1. PUBLIC COMMENT

Commissioner Stone invited members of the public to address the Commission on any issues under the Commission's purview.

E.2. POC MEMBER COMMENT

Commissioner Stone invited POC members to offer any general comments to the POC.

There were no POC member comments offered.

E.3. STAFF MEMBER COMMENT

Commissioner Stone invited DBPR staff members to offer any general comments to the POC.

There was no staff member comments offered.

POC RECOMMENDATIONS FOR COMMISSION ACTION

The POC recommends the following actions to the Florida Building Commission:

1.) The POC recommends the Commission take action on product and entity applications as recommended by the POC and reflected in DBPR staffs' product and entity approval report.

2.) The POC recommends the Commission revise the product approval deadline completion date for application submittal to provide additional time for the process, per the revised deadline dates posted on-line.

FUTURE AGENDA ITEMS

- None were suggested.

NEXT STEPS

The POC will meet February 5, 2015 to provide recommendations to the Commission on Product Approval System relevant issues for the February 20, 2015 Commission meeting.

F. ADJOURN

Commissioner Stone, POC Chair, thanked POC members, staff and the public for their attendance and participation, and adjourned the meeting at 10:20 AM on Monday, December 1, 2014.

FLORIDA BUILDING COMMISSION
PRODUCT APPROVAL PROGRAM OVERSIGHT COMMITTEE (POC)
MONDAY, DECEMBER 1, 2014
10:00 AM
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
1940 NORTH MONROE ST. —TALLAHASSEE, FLORIDA 32399
WEB URL: https://global.gotomeeting.com/join/773058181
AUDIO: DIAL-IN NUMBER **+1 (626) 521-0016**
United States (toll-free): 1 888 640 7162
CONFERENCE CODE/MEETING ID: 773-058-181

MEETING OBJECTIV*ES*

➤ To Consider/Discuss Product Approval Program Issues
➤ To Consider/Discuss Declaratory Statement
➤ To Consider/Decide on Approval of Products and Product Approval Entities

PRODUCT APPROVAL POC MEMBERS

Jeffrey Stone-Chair, Tim Tolbert, Brian Swope, Nanette Dean, David Compton, E.J. Carlson, Robert Hamberger.

MEETING AGENDA— DECEMBER 1, 2014

All Agenda Times—Including Adjournment—Are Approximate and Subject to Change

10:00AM	A)	**Call to Order** **1. Roll call of POC Members** **2. Identification of Staff/Attendees** **3. Review and Approval of Agenda** **4. Statement on Teleconference Participation Process**
	B)	**Review & Approve Agenda &October 2014 Minutes**
	C)	**Product Approval Program Issues:** **1. Product Approval & Entities Statistics Report** **2. Report on conditional approvals from the October 2014 meetings** **(All Conditional Approval Requirements were met and completed from the October Reports)** **3. Discussion with regard to changing the deadline completion date for application submittal.**

	D)	**Department of Business and Professional Regulation Reports:**
		1. **Review of Product Approval & Entity Applications**
		2. **Product Approval Applications with Comments**
		3. **DBPR Applications**
	E)	**Public/POC/Staff Comments**
	E)	*Adjourn*

STAFF CONTACTS:
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Mo Madani, Manager

Teleconference Process/Etiquette:
URL:http://www.floridabuilding.org/fbc/meetings/1_meetings.htm

Note: This document is available to any person requiring materials in alternate format upon request.
Contact the Department of Business and Professional Regulation, 1940 North Monroe Street,
Tallahassee, Florida 32399-2100 or call 850-487-1824.