

# FLORIDA BUILDING COMMISSION

## PRODUCT APPROVAL POC

### DECEMBER 1, 2016 TELECONFERENCE MEETING SUMMARY REPORT

#### **THURSDAY, DECEMBER 1, 2016**

#### **MEETING SUMMARY AND OVERVIEW**

At the Thursday, December 1, 2016 teleconference meeting the POC considered regular procedural issues including product approval and entities statistics reports; a status report on conditional approvals from the October 2016 meeting, all applications are or will be resolved and are now approved or will be approved; review and approval of product and entity applications; and a review of DBPR approved product approval applications. Specific actions included: voting to recommend the Commission authorize DBPR staff to schedule a special expedited concurrent Product Approval POC and Commission meeting prior to the next regularly scheduled POC and subsequent Commission meeting for the purpose of addressing previously approved applications that need to be revised as a result of the BCIS system glitch to ensure that all files submitted in support of the product approval applications are updated and correct; and, voting to recommend the Commission add the consideration of FL 21388 to the special expedited concurrent Product Approval POC and Commission meeting agenda.

#### **Background and Supporting Documents**

Relevant background and supporting documents are linked to each agenda item. The Agenda URL for the December 1, 2016 meeting is as follows:

[http://www.floridabuilding.org/fbc/commission/FBC\\_1216/Product\\_Approval/Product\\_Approval\\_Agenda.htm](http://www.floridabuilding.org/fbc/commission/FBC_1216/Product_Approval/Product_Approval_Agenda.htm)

#### **AGENDA ITEM OUTCOMES**

##### **A. 1. STATEMENT OF TELECONFERENCE PARTICIPATION PROCESS**

Jeff Blair reviewed the teleconference participation process with participants reminding them that it is important for participants 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.

##### **A. 2. OPENING AND MEETING PARTICIPATION**

The meeting was opened at 10:00 AM, and roll call determined a quorum of members were participating. The following POC members participated (7 of 7 members):

Jeff Stone (Chair), Jay Carlson, David Compton, Nan Dean, David Gilson, Robert Hamberger, and Brian Swope.

### **A. 3. DBPR STAFF PARTICIPATING**

Zubeyde Binici, Thomas Campbell, Jim Hammers, April Hammonds, Chris Howell, 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. 4. AGENDA REVIEW**

The POC voted unanimously, 7 - 0 in favor, to approve the agenda for the December 1, 2016 meeting as posted/presented. Following are the key agenda items approved for consideration:

- To Consider/Discuss Product Approval Program Issues.
- To Consider/Decide on Approval of Products and Product Approval Entities.

#### *Amendments:*

None.

The complete Agenda is included as “Attachment 1”.

*(See Attachment 1—Agenda)*

### **B. REVIEW AND APPROVAL OF THE OCTOBER 3, 2016 MINUTES AND FACILITATOR’S SUMMARY REPORT**

**MOTION**—The POC voted unanimously, 7 – 0 in favor, to approve the October 3, 2016 meeting minutes and Facilitator’s Summary Report as posted/presented.

#### *Amendments:*

None were offered.

### **C. 1. PRODUCT APPROVAL AND ENTITIES STATISTICS REPORT**

Zubeyde Binici reviewed the product and entities statistics reports with participants and answered members’ questions. Zubeyde reported that the total number of product approval applications approved to the 2014 Code is 4,938 (5,598 total in the System), the total number of products approved to the 2014 Code is 20,930 (22,292 total in the System), and the total number of entities approved to the 2014 Code is 123 (394 total in the System). The report is linked to the Product Approval POC’s agenda.

### **C. 2. REPORT ON CONDITIONAL APPROVALS FROM THE OCTOBER 3, 2016 MEETING**

Commissioner Stone noted that all of the conditions were met for the conditional approvals reported at the October 3, 2016 meeting, and all of the products are now approved.

### **C. 3. BCIS ENHANCEMENTS FOR PRODUCT APPROVAL SYSTEM**

Mo Madani reported that enhancements are in development for the BCIS to provide an electronic option for Quality Assurance Entities to access the product approval application on the BCIS to update the QA expiration date (only the QA date will be open, other fields will be locked). Mo noted that this upgrade once completed, will only be available for products submitted using the Test Report and Evaluation Reports Submitted by a Florida Registered Architect or Licensed Florida Professional Engineer compliance methods.

### **D. 1. PRODUCT AND ENTITY APPLICATIONS CONSENT AGENDA**

Mo Madani reported that due to a BCIS system glitch some of the products on the consent agenda for approval may not have the correct updated files uploaded to support the product approval applications. As a result DBPR staff recommended that all of the products recommended for approval submitted by the Test Report and Evaluation Reports Submitted by a Florida Registered Architect or Licensed Florida Professional Engineer compliance methods receive a conditional approval to allow staff to work with the applicants to ensure all of the uploaded files are updated and correct.

Following an opportunity for question and answers, public comment and POC discussion, the POC took the following actions:

#### ***POC Actions:***

**MOTION**—The POC voted unanimously, 7 - 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, 7 - 0 in favor, to recommend the Commission conditionally approve the consent agenda of products (89) originally recommended for approval to the 2014 Code.

### **PRODUCT APPROVAL APPLICATIONS PULLED FROM THE CONSENT AGENDA FOR INDIVIDUAL CONSIDERATION**

There were no applications pulled from the consent agenda for individual consideration. However, as indicated previously all of the applications on the consent agenda for approval were placed on a consent agenda for conditional approval, and unanimously subsequently recommended to the Commission for conditional approval.

### **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 nineteen (19) product approval applications submitted for approval to the 2014 Code with public comment:

- The POC recommends the Commission conditionally approve products (13): FL 7640 R-7, FL 8871 R-7, FL 10975 R-6, FL 12161 R-1, FL 12166 R-1, FL 12169 R-1, FL 12184 R-1, FL 12186 R-1, FL 15211 R-4, FL 15099 R-6, FL 16853 R-4, FL 16854 R-4, and FL 21123, with the

condition that staff is provided the opportunity to work with the applicants to ensure all of the files uploaded in support of the product applications are updated and correct (7 – 0 in favor).

- The POC recommends the Commission conditionally approve product FL 13749 R-5 based on the conditions requested by the applicant (7 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 17490 based on the conditions listed in DBPR staff's recommendation (to address the issues identified in the public comments submitted) (7 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 20766 R-1 based on the conditions listed in DBPR staff's recommendation (to address the issues identified in the public comments submitted) (7 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 21195 based on the conditions requested by the applicant (7 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 21353 based on the conditions requested by the applicant (7 – 0 in favor).
- The POC recommends the Commission conditionally approve product FL 21382 based on the conditions requested by the applicant (7 – 0 in favor).

The complete report of POC recommendations on product and entity applications is available linked to the Florida Building Commission's December 13, 2016 agenda.

#### **ADDITIONAL POC ACTIONS:**

**MOTION**—The POC voted unanimously, 7 - 0 in favor, to recommend the Commission authorize DBPR staff to schedule a special expedited concurrent Product Approval POC and Commission meeting prior to the next regularly scheduled POC and subsequent Commission meeting for the purpose of addressing previously approved applications that need to be revised as a result of the BCIS system glitch in order to ensure that all files submitted in support of the product approval applications are updated and correct.

**MOTION**—The POC voted unanimously, 7 - 0 in favor, to recommend the Commission add the consideration of FL 21388 to the special expedited concurrent Product Approval POC and Commission meeting agenda.

### **D. 3. DBPR APPLICATIONS**

Staff noted that the recommendations for the DBPR applications are linked to the December 1, 2016 Product Approval POC agenda found on-line. Commissioner Stone noted that although there were public comments provided regarding two of the DBPR applications, the issues have been resolved and the two applications are being revised, all other applications were approved and no further action was required of the POC.

### **E. 1. PUBLIC COMMENT**

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

#### *Public Comments:*

- Jamie Gascon, Miami-Dade County: wanted to ensure that it was clear regarding Agenda Item C.3. that the BCIS system upgrade only applied to products submitted for approval using the

Test Report and Evaluation Reports Submitted by a Florida Registered Architect or Licensed Florida Professional Engineer compliance methods.

- Mo Madani, DBPR staff: replied that Jamie is correct and the upgrade will apply only to products submitted for approval using the Test Report and Evaluation Reports Submitted by a Florida Registered Architect or Licensed Florida Professional Engineer compliance methods.
- Chuck Anderson, product manufacturer representative: asked whether the upgrade to the BCIS will provide a box that the Quality Assurance Entity could check for a date range such as a calendar year for the QA expiration date.
- Mo Madani, DBPR staff: replied that the Quality Assurance Entity will be required to provide a specific date for the QA expiration date.

## **E. 2. POC MEMBER COMMENT**

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

There were no comments offered.

## **E. 3. STAFF MEMBER COMMENT**

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

There were no 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 staff's product and entity approval report.
- 2.) The POC recommends the Commission authorize DBPR staff to schedule a special expedited concurrent Product Approval POC and Commission meeting prior to the next regularly scheduled POC and subsequent Commission meeting for the purpose of addressing previously approved applications that need to be revised as a result of the BCIS system glitch to ensure that all files submitted to support the product approval applications are updated and correct.
- 3.) The POC recommends the Commission add the consideration of FL 21388 to the special expedited concurrent Product Approval POC and Commission meeting agenda.

## **NEXT STEPS**

The POC will meet January 26, 2017 to provide recommendations to the Commission on Product Approval System relevant issues for the February 7, 2017 Commission meeting.

*(See Attachment 2—POC Meeting Schedule)*

## **F. ADJOURN**

After a second roll call confirmed that the POC retained a quorum, Commissioner Stone, POC Chair, thanked POC members, staff and the public for their attendance and participation, and adjourned the meeting at 10:40 AM on Thursday, December 1, 2016.

**ATTACHMENT 1**  
**MEETING AGENDA**

**FLORIDA BUILDING COMMISSION**  
**PRODUCT APPROVAL PROGRAM OVERSIGHT COMMITTEE (POC)**

**THURSDAY, DECEMBER 1, 2016; 10:00 AM**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**  
**2601 BLAIR STONE ROAD. —TALLAHASSEE, FLORIDA 32399**

**MEETING OBJECTIVES**

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

**PRODUCT APPROVAL POC MEMBERS**

Jeff Stone-Chair, Jay Carlson, David Compton, Nanette Dean, David Gilson, Robert Hamberger, and Brian Swope.

**MEETING AGENDA— THURSDAY, DECEMBER 1, 2016**

*All Agenda Times—including Adjournment—are Approximate and Subject to Change*

<i>10:00 AM</i>	A)	<b>Call to Order</b> 1. Statement on Teleconference Participation Process 2. Roll call of POC Members 3. Identification of Staff/Attendees 4. Review and Approval of Agenda
	B)	Review & Approve October 3, 2016 Minutes
	C)	<b>Product Approval Program Issues:</b> 1. <a href="#">Product Approval &amp; Entities Statistics Report</a> 2. Report on conditional approvals from the October 2016 meetings. <i>(All Conditional Approval Requirements were met and completed)</i> 3. BCIS enhancement update: Provide Quality Assurance Entities with the option to access the product approval application to update the QA expiration date (Only the QA date will be open, other fields will be locked).
	D)	<b>Department of Business and Professional Regulation Reports:</b> 1. Review of Product Approval & Entity Applications 2. Product Approval Applications with Comments (Mass Email Glitch) 3. DBPR Applications
	E)	Public/POC/Staff Comments
	F)	<i>Adjourn</i>

ATTACHMENT 2

PRODUCT APPROVAL POC MEETING SCHEDULE

2017 SCHEDULE	LOCATION
January 26, 2017	Tallahassee/DBPR and via Teleconference/Webinar
March 30, 2017	Tallahassee/DBPR and via Teleconference/Webinar
June 2, 2017	Tallahassee/DBPR and via Teleconference/Webinar
July 28, 2017	Tallahassee/DBPR and via Teleconference/Webinar
October 3, 2017	Tallahassee/DBPR and via Teleconference/Webinar
December 1, 2017	Tallahassee/DBPR and via Teleconference/Webinar