

**PRODUCT APPROVAL PROGRAM OVERSIGHT COMMITTEE
TELECONFERENCE MEETING FROM TALLAHASSEE, FLORIDA**

WEB URL : <https://global.gotomeeting.com/join/545051013>

AUDIO: DIAL-IN NUMBER 1 877 309 2070

CONFERENCE CODE/MEETING ID: 545-051-013

September 27, 2018

10:00 A.M.

Minutes

**PRODUCT APPROVAL PROGRAM OVERSIGHT COMMITTEE
PRESENT:**

Jeffrey Stone, Chairman
David Compton
Nan Dean

David Gilson
Robert Hamberger
Brian Swope

**PRODUCT APPROVAL PROGRAM OVERSIGHT COMMITTEE
NOT PRESENT:**

STAFF PRESENT:

Mo Madani
Zubeyde Binici
Chris Howell

Justin Vogel
Jim Hammers

MEETING FACILITATION:

The meeting was facilitated by Jeff Blair from the FCRC Consensus Center at Florida State University. Information at: <http://consensus.fsu.edu/>

Welcome:

Time: 10:00 a.m.

Mr. Blair welcomed everyone to the teleconference meeting of the Product Approval Program Oversight Committee.

Roll Call:

Mr. Blair performed roll call for the Product Approval Program Oversight Committee. A quorum was determined with 6 members present at the time of roll call.

Agenda Approval:

Commissioner Compton entered a motion to approve the agenda as posted for today's meeting. Commissioner Hamberger seconded the motion. The motion passed unanimously with a vote of 6 to 0.

Approval of Minutes and Facilitation Report from August 14, 2018 meetings:

Commissioner Compton entered a motion to approve the minutes and facilitation report as posted from August 14, 2018. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

Product Approval and Entities Statistics Report:

Ms. Binici provided the statistical report for 2018 product approval and entities.

Report on conditional approvals from the August 14, 2018 meeting:

Mr. Madani advised that all conditional approval requirements were met for August Cycle except FL22886 (from April cycle). He stated that the applicant for FL 22886 has completed the testing and currently is in the process of revising the application to upload the revised evaluation report.

Update on the Education and Training Needs for the Current Product Approval Program:

Mr. Madani provided an update for the POC on the education and training needs as requested. He provided additional information gathered from the staff survey from interested groups. Mr. Madani stated there were topics listed of interest as follows:

Update on the Education and Training Needs for the Current Product Approval Program (cont.):

1. Rule 61G20-3 F.A.C.
2. Product approval process
 - a) Steps
 - b) Timing
 - c) costs
3. Compliance methods
4. Rule for submitting a product application
5. Application submittal
 - a) Uploading documents on the application
 - b) Editing an application
6. Validation
7. Contact person and info
8. To find the referenced standards on the FBC(like ASTM)
9. To update product manufacturer field(like address)
10. The need help on the application pages have missing information and not visible.
11. Non-impact, impact and HVHZ requirements on the installation instructions.
12. Difference between the editorial change and revision.

Review of Product Approval & Entity Applications:

Chairman Stone advised there were 10 Entities on the consent agenda for approval.

Commissioner Compton entered a motion to approve the consent agenda of 10 entities. Commissioner Swope seconded the motion. The motion passed unanimously with a vote of 6 to 0.

Product Approval Applications without Comments consent agenda:

Commissioner Stone advised there were 137 products on the consent agenda and asked for a motion for approval.

Commissioner Compton entered a motion to approve the 137 products on the consent agenda. Commissioner Hamberger seconded the motion. The motion passed unanimously with a vote of 6 to 0.

Product Approval Applications with Comments:

1592-R8 – Commissioner Compton entered a motion for conditional approval of 1592-R8. Commissioner Hamberger seconded the motion. The motion passed with a vote of 6 to 0.

Product Approval Applications with Comments (2017 Code) (cont.):

3859-R2 - Commissioner Compton entered a motion for conditional approval of 3859-R2. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

11602-R7 - Commissioner Compton entered a motion for conditional approval of 11602-R7. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

12400-R9 - Commissioner Compton entered a motion for conditional approval of 12400-R9. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

12847-R5 - Commissioner Compton entered a motion for approval of 12847-R5. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

13104-R5 – Commissioner Compton entered a motion for approval of 13104-R5. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

14482-R8 – Commissioner Compton entered a motion for approval of 14482-R8. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

14911-R11 - Commissioner Compton entered a motion for conditional approval of 14911-R11. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

14994-R4 – Commissioner Compton entered a motion for conditional approval of 14994-R4. Commissioner Hamberger seconded the motion. The motion passed unanimously with a vote of 6 to 0.

14996-R5 – Commissioner Compton entered a motion for conditional approval of 14996-R5. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

15905-R8 – Commissioner Compton entered a motion for conditional approval of 15905-R8. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

R21852-R2 - Commissioner Compton entered a motion for approval of 21852-R2. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

22527-R3 – Commissioner Compton entered a motion for approval of 22527-R3. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

25610-R2 – Commissioner Compton entered a motion for conditional approval of 25610-R2. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

Product Approval Applications with Comments (2017 Code) (cont.):

27559 – Commissioner Compton entered a motion for approval of 27559 Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0.

27725 – Recommended for conditional approval.

Public Comments:

Mike Astourian provided additional explanation on several of his comments and stated he felt this product needed further consideration.

Mike Steele expressed his concerns with the product also.

Mr. Madani addressed the statements and concerns of Mr. Astourian and Mr. Steele.

Commissioner Compton entered a motion to defer FL 27725 to allow the applicant to address the comments and concerns entered by Mr. Astourian and Mr. Steele. Commissioner Gilson seconded the motion. The motion passed unanimously with a vote of 6 to 0.

27914 – Commissioner Compton entered a motion for approval of 27914. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 6 to 0

27971 - Commissioner Compton entered a motion for approval of 27971. Commissioner Swope seconded the motion. The motion passed unanimously with a vote of 6 to 0.

DBPR Applications 2017:

Chairman Stone advised that there were 92 products with no comments under the 2017 Code and there were 10 products with comments under the 2017 Code that have been addressed. He stated there is no action needed from the Product Approval Committee.

Public Comments: None

POC Member Comments: Commissioner Compton asked Mr. Madani if there would be power points used in the future training.

Mr. Madani stated yes there were several already completed that will need some adjusting but they are in place at this time for use.

Adjournment: Commissioner Stone adjourned the meeting at 10:31 a.m.