

**EXISTING BUILDING INSPECTION WORKGROUP  
TELECONFERENCE MEETING FROM TALLAHASSEE  
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**September 15, 2023  
8:30 A.M.**

## **Minutes**

**EXISTING BUILDING INSPECTION WORKGROUP PRESENT:**

James Schock, Chairman  
Heather Anesta  
Anthony Apfelbeck  
Hamid Bahadori  
William Bracken  
David Compton  
Dr. Anne Cope  
Jaime Gascon

Jeffery Gross  
Stephen Kowkabany  
Daniel Lavrich  
Mark Mikkelson  
Michael Savage  
Brad Schiffer  
Brian Swope  
Morgan White

**EXISTING BUILDING INSPECTION WORKGROUP NOT PRESENT:**

Joseph Belcher

Craig Parrino

**STAFF PRESENT:**

Mo Madani  
Jim Hammers

Justin Vogel  
Sabrina Evans

**MEETING FACILITATION:**

The meeting was facilitated by Jeff Blair from Facilitated Solutions, LLC. Consultation, Process Design & Facilitation. Information at: [facilitatedsolutions.org](https://facilitatedsolutions.org)

## **Welcome**

**Time: 8:30 a.m.**

Mr. Blair welcomed everyone to the meeting of the Existing Building Inspection Workgroup.

## **Roll Call:**

Mr. Blair performed roll call for the Existing Building Inspection Workgroup. A quorum was determined with 13 members present at roll call.

## **Agenda Approval:**

Mr. Lavrich entered a motion to approve the agenda for today's meeting as posted. Mr. Apfelbeck seconded the motion. The motion passed unanimously with a vote of 13 to 0.

## **Approval of minutes from August 16, 2023:**

Mr. Lavrich entered a motion to approve the minutes from August 16, 2023, as posted. Mr. Apfelbeck seconded the motion. The motion passed unanimously with a vote of 13 to 0.

## **The Existing Building Inspection Workgroup's Workplan**

Mr. Madani briefly reviewed the Existing Building Inspection Workgroup's Workplan.

## **Motion:**

Mr. Lavrich entered a motion to accept the Existing Building Workgroup's workplan. Mr. Savage seconded the motion. The motion passed unanimously with a vote of 13 to 0.

## **Background Information:**

Mr. Madani briefly reviewed the background information.

Ms. Heather Anesta and Dr. Anne Cope joined the meeting, making the quorum 15 members present.

## **Report and Recommendations to the Commission:**

Mr. Madani reviewed the report and recommendations to the Commission.

## **Workgroup:**

Members of the workgroup and staff went into discussion with questions and comments.

**Recommendations by Anthony Apfelbeck:**

- 1) Include a page listing the EBIWG workgroup members and their titles after the title page.**

Mr. Apfelbeck briefly provided details on his recommendation on comment 1.

Commissioner Schock provided a comment.

**Motion:**

Mr. Apfelbeck entered a motion to list the EBIWG members and titles in Introductory section of the report. Mr. Kowkabany seconded the motion. The motion passed unanimously with a vote of 15 to 0.

Mr. Mike Savage joined the meeting, making the quorum 16 members present.

- 2) Delete the “Relevant provision from Chapter 10, NFPA 1” from page 7 and the annex of the report.**

Mr. Apfelbeck briefly provided details on his recommendation on comment 2.

**Workgroup:**

Members of the workgroup and staff went into discussion with questions and comments.

**Motion:**

Mr. Apfelbeck entered a motion to remove text not related to subject matter. Retain page 1-65 (page 29 of current Report version) and delete pages 1-66 (page 30 of current Report version) and 1-67 (page 31 of current Report version). In Recommendations Part B-Life Safety (page 4 of current Report version) revise paragraph 1, sentence 3 as follows: The Florida Fire Prevention Code, Chapter 10, as administered by the State Fire Marshal and add a hotlink to Chapter 10 of the FFPC. Mr. Bahadori seconded the motion. The motion passed unanimously with a vote of 16 to 0.

- 3) Relocate the last three paragraphs in the Conclusion on page 6 into the core text of the report.**

Mr. Apfelbeck briefly provided details on his recommendation on comment 3.

**Workgroup:**

Members of the workgroup and staff went into discussion with questions and comments.

**Moton:**

Mr. Apfelbeck requested to withdraw his recommendation.

- 4) **Change “may” to “will” in the last sentence of paragraph 2 under B. Life Safety on page 4.**

Mr. Apfelbeck briefly provided details on his recommendation on comment 4.

**Workgroup:**

Members of the workgroup and staff went into discussion with questions and comments.

**Motion:**

Mr. Apfelbeck entered a motion to change “may” to “will” in the last sentence of paragraph 2 under B. Life Safety on page 4. Mr. Kowkabany seconded the motion. The motion passed unanimously with a vote of 16 to 0.

**Adoption of Draft Report and Recommendations as amended.**

**Motion:**

Mr. Kowkabany entered a motion to adopt the Draft Final Report and Recommendations, as amended by the Workgroup, to serve as the Florida Building Commission’s Recommendations on Structural and Life Safety Maintenance and Inspection Standards, and to authorize DBPR staff to edit the final version of the document for presentation and clarity consistent with the Workgroup’s adopted consensus recommendations. Mr. Savage seconded the motion.

**Workgroup:**

Mr. Lavrich asked to discuss the recommendation to defer a discussion about the use of the term “structural integrity” to assignment 3.

- 1) **Defer to Assignment 3: Option: Discuss and define the terms “Structural Integrity” vs. “Structural Condition,” and recommend which term is appropriate to use for specific applications in the Workgroup’s Report and Recommendations.**

**Workgroup:**

Members of the workgroup and staff went into discussion with questions and comments.

**Motion:**

Mr. Lavrich moved to defer until assignment 3 the discussion regarding defining the terms “Structural Integrity” vs. “Structural Condition,” and recommending which term is appropriate to use for specific applications in the Workgroup’s Report and Recommendations. Ms. Anesta seconded the motion. The motion passed unanimously with a vote of 16 to 0.

**Motion Continued: Adoption of Draft Report and Recommendations as amended.**

The motion passed unanimously with a vote of 16 to 0.

**Identification and Discussion of Next Steps:**

Mr. Blair briefly provided details of the next steps and upcoming meeting dates.

Mr. Madani provided a comment.

**Workgroup:**

Members of the workgroup and staff went into discussion with questions and comments.

**Public Comment:**

None.

**Workgroup Members and Staff Comment:**

None.

**Adjourn:**

There being no further business before the workgroup, Chairman Schock adjourned the meeting at 9:18 a.m.