

**EXISTING BUILDING INSPECTION WORKGROUP  
TELECONFERENCE MEETING FROM TALLAHASSEE  
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**August 16, 2023  
8:30 A.M.**

## **Minutes**

### **EXISTING BUILDING INSPECTION WORKGROUP PRESENT:**

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

Daniel Lavrich  
Mark Mikkelson  
Craig Parrino  
Michael Savage  
Brad Schiffer  
Brian Swope  
Morgan White

### **EXISTING BUILDING INSPECTION WORKGROUP NOT PRESENT:**

William Bracken  
Joseph Belcher

Stephen Kowkabany

### **STAFF PRESENT:**

Mo Madani  
Jim Hammers  
Thomas Campbell

Justin Vogel  
Sabrina Evans  
Marlita Peters

### **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 15 members present at roll call.

**Agenda Approval:**

Mr. Savage entered a motion to approve the agenda for today's meeting as posted. Mr. Lavrich seconded the motion. The motion passed unanimously with a vote of 15 to 0.

**Approval of minutes from July 12, 2023:**

Mr. Lavrich entered a motion to approve the minutes from July 12, 2023, as posted. Mr. Savage seconded the motion. The motion passed unanimously with a vote of 15 to 0.

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

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

**Workgroup:**

Mr. Apfelbeck provided a comment.

**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 15 to 0.

**EBIWG Options Acceptability Ranking Worksheet:**

Mr. Blair briefly reviewed the process for the EBIWG options acceptability ranking worksheet.

**I. Overarching and Procedural Threshold Recommendation Options**

Proposed Revised Option 5) Milestone Inspection to Buildings and Structures covered by the recommendations.

**Workgroup:**

Chairman Schock provided a comment.

**Ranking on the proposed revised option 5:**

The EBIWG ranked the proposed revised Option 5 with a 4.0.

A) Proposed New Category I. Option: Enforcement of Milestone Inspections.

**Staff:**

Mr. Madani provided details on staff's recommendation to defer the proposed Option to Assignment 3.

Mr. Campbell provided a comment.

**Workgroup:**

Members of the workgroup provided comments.

**Motion:**

Mr. Apfelbeck entered a motion to defer the proposed new Option A to Assignment 3. Chairman Schock seconded the motion.

**Workgroup:**

Mr. Gascon asked a question.

Mr. Blair provided an answer to Mr. Gascon's question.

**Motion Continued:**

The motion passed unanimously with a vote of 15 to 0.

B) Proposed New Category I. Option: Violations.

C) Proposed New Category I. Option: Unsafe Structures and Equipment

Mr. Madani provided details on staff's recommendation to defer the proposed Options B and C to Assignment 3.

**Motion:**

Mr. Apfelbeck entered a motion to defer the proposed new options B and C to Assignment 3. Mr. Savage seconded the motion. The motion passed unanimously with a vote of 15 to 0.

**II. Buildings and Structures Covered by the Comprehensive Structural Standards for Maintaining and Inspecting Building and Structures Options**

Proposed Revised Option 2: Buildings and Structures the Recommendations apply to.

Chairman Schock provided details on the proposed revised option 2.

Mr. Dan Lavrich left the meeting, making the quorum 14 members present.

**Workgroup:**

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

**Public Comment:**

Mr. Eric Stafford provided a comment.

Mr. Blair provided a comment.

Mr. Campbell provided a comment.

**Workgroup:**

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

**Ranking on the proposed revised option 2:**

The EBIWG ranked the proposed revised option 2 with a 3.93.

**III. Life Safety Verification Inspection Options**

**Workgroup:**

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

**Ranking on the proposed revised option 1:**

The EBIWG ranked the proposed revised option 1 with a 4.0.

**IV. Life Safety Verification Inspection Time Frames Options:**

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

**Workgroup:**

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

**Ranking on the proposed revised title for category IV.**

The EBIWG ranked the proposed revised title for category IV with a 4.0.

**VIII. Research Project Recommendations Options:**

Ranking on whether further research is needed on occupancy classification.

Mr. Madani provided a comment.

Chairman Schock provided a comment.

Mr. Blair provided a comment.

**Ranking on whether to further research is needed on occupancy classification:**

The EBIWG ranked whether further research is needed on occupancy classification with a 4.0

**Motion:**

Mr. Apfelbeck entered a motion to adopt the Workgroup's final package of consensus ranked options regarding Comprehensive Structural and Life Safety Standards for Maintaining and Inspecting All Types of Buildings and Structures Three Stories or Higher, and to incorporate the Workgroup's Recommendations into the Draft Report and Recommendations to the Commission, and to authorize DBPR staff to draft the Report providing contextual narration, formatting, editing, correlation, sequencing, and revisions and additions as deemed appropriate, consistent with the Workgroup's adopted consensus recommendations. Chairman Schock seconded the motion. The motion passed unanimously with a vote of 14 to 0.

**Identification and Discussion of next steps:**

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

**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 9:19 a.m.