



2020 West El Camino Avenue, Suite 800
Sacramento, CA 95833
hcai.ca.gov



HOSPITAL BUILDING SAFETY BOARD Education and Outreach Committee

**Wednesday, November 1, 2023
10:00 a.m. – 4:00 p.m.**

Teleconference Meeting Access:

[HBSB Teams EO Committee](#)

Access Code: 984-529-257

Committee Members Present

Scott Mackey, Chair
Cody Bartley, Vice Chair
Michael Davis
Gary Dunger
Teresa Endres
Bert Hurlbut
Marshall Lew

Consulting Members Present

Kelly Martinez
Bill Zellmer
Belinda Young

HCAI Staff Present

Chris Tokas, OSHPD Deputy Director
Arash Altoontash
Hussain Bhatia
Monica Colosi
Mike Hooper
Joe LaBrie
Mia Marvelli
Nanci Timmins
Geoffrey Trautman

HBSB Staff Present

Veronica Yuke, Acting Executive Director
Marcus Palmer
Evet Torres

1. Welcome and Introductions

- 2 Scott Mackey, Committee Chair, called the meeting to order on November 1, 2023, at
3 10:00 a.m., and Acting HBSB Executive Director, Veronica Yuke called roll.

2. Roll Call and Meeting Advisories/Expectations

Eight members of the Committee present constitute a quorum. There being ten present at the time of roll, a quorum was established.

Ms. Yuke read the meeting rules and procedures.

3. Committee debrief of the HCAI/HBSB 2023 Seminar: California Hospital Projects A to Z . . . Tips from the Experts

Presenter: Scott Mackey, Committee Chair

Discussion and Input

Mr. Mackey stated that in Sacramento, the attendees seemed more engaged in the seminar itself, while in Irvine, there was more emphasis on networking and socializing, but still a good level of engagement with the presentation.

Mr. Davis suggested that in future seminars, the presenters try to cover less information and slow down the presentations.

He said that there were concerns raised about the narrow time frame for event distribution, as some attendees felt rushed from learning about the event to scheduling their attendance.

Mr. Davis suggested that the event venue should have had more accommodation options for attendees, such as the ability to renew the venue or extend the event to a second day to allow for more participants.

He also recommended allowing participants to input questions they would like to see covered during an advertised event sign-up in future seminars.

Mr. Tokas stated that feedback received from both written comments and discussion were overwhelmingly positive and complimentary and the participants found the seminar to be extremely helpful.

Mr. Mackey appreciated that non-HCAI staff presented at the seminar, demonstrating coordination between HCAI and the experts.

Informational and Action item

- None

4. Review the Guide for Working on OSHPD Projects—Tips from the Experts

Presenter: Mia Marvelli, HCAI

Discussion and Input

Ms. Marvelli said that there would be an internal team of five to seven OSHPD members and two Education and Outreach committee members to work on polishing the Guide and doing the final review.

She explained that the team would review the guide, eliminate redundancy, add figures and figure numbers, and clarify vague language.

Ms. Marvelli communicated that the Guide timeline update would be between November 2023 and January 2024.

Mr. Dunger suggested that the Guide include information about the electronic services portal (eSP) and acknowledge its importance and relevance in the present context.

Mr. Mackey asked if the committee would have a chance to review the Guide before publishing it in March 2024. Ms. Marvelli answered that the internal team would work on the Guide and present the preliminary draft in the next committee meeting to get feedback before publishing.

5. Update on the Emergency Design Guide

Presenter: Gary Dunger and Teresa Endres, Committee Members

Discussion and input

Mr. Tannahill confirmed that the Emergency Design Guide draft was completed, and the final chapters were being formatted and prepared for publication.

Ms. Endres said there was a chapter on designing beyond code minimums and chapters 3 and 4 were in the final QC stage.

Mr. Tannahill stated that the Guide would be completed between December 2023 and January 2024.

Informational and Action item

- None.

6. Update on the Policy Intent Notice (PIN) 50 webinar

Presenter: Gary Dunger, Committee Members

Discussion and input

Mr. Dunger stated that PIN 50 was still in progress but would be ready for presentation in the next committee meeting.

Informational and Action item

- None.

1 **7. Update on the Offsite Fabrication/Preassembled Components webinar**

2 **Presenter:** Cody Bartley, Committee Member

3 **Discussion and input**

4 Mr. Bartley stated that the webinar was in the final stages.

5 Mr. Tokas suggested that the webinar be presented in February 2024.

6 Mr. Mackey asked if the topic would be presented as a webinar or seminar. Mr. Tokas
7 answered that a webinar would be preferable to reach a broader group of audience in
8 other states.

9
10 **Informational and Action item**

- 11 • None.

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13 **8. Comments from the public/committee members on issues not on this agenda**

14 **Presenter:** Scott Mackey, Committee Chair

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16 **Discussion and input**

17 Ms. Martinez asked when the committee will discuss topics that might be added for
18 upcoming webinars. Ms. Yuke answered that she would be meeting Ms. Belair, chair of
19 HBSB, to discuss the upcoming meeting agendas for 2024.

20 Topics suggested for 2024 upcoming webinars were:

- 21 • Difficulties faced in hospitals regarding the classification of imaging procedures
22 into Class 1, 2, and 3 and the associated regulations.
- 23 • Revisiting the inspect-to-pass approach and mentality.
- 24 • OSHPD 6 and educational materials to handle it.
- 25 • Title 22, regulations related to Acuity Adaptable spaces.
- 26 • Tips on how to work with OSHPD in the field.
- 27 • Solar photovoltaic, battery systems, and fire alarms.
- 28 • How to write a functional program in the correct way to make it easy for the
29 California Department of Public Health (CDPH) to approve.

30
31 **Informational and Action item**

- 32 • None.

1 **9. Adjournment**

2 Mr. Mackey adjourned the meeting on November 1, 2023, at approximately 11:37 a.m.