



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



**Hospital Building Safety Board  
Codes and Processes Committee**

**Wednesday, September 11, 2024  
10:00 a.m. – 4:00 p.m.**

2020 West El Camino Ave, Conference Room 930, Sacramento, CA 95833  
355 South Grand Avenue, Conference Room 2000, Los Angeles, CA 90071  
Teams Meeting Access; Meeting ID: 240 626 346 370; Passcode: VF4Gf8  
Call in: (916) 535-0978; Phone Conference ID: 393 556 817#

**Committee Members Present**

Michael O'Connor, Committee Chair  
Teresa Endres, Committee Vice-Chair  
Cody Bartley  
Michael L. Davis  
Gary Dunger  
Scott Mackey  
Carl Newth

**HCAI Staff Present**

Richard Tannahill  
Brett Beekman  
Larry Enright  
Mia Marvelli  
Diana Navarro  
Nanci Timmins  
Andia Farzaneh

**Consulting Members Present**

Mark Hershberg  
Kelly Martinez

**HBSB Staff Present**

Veronica Yuke, Executive Director  
Marcus Palmer  
Evelt Torres

- 1 **1. Call to Order and Welcome**
- 2 **Facilitator:** Michael O'Connor, Principal, Nichols, Melburg & Rossetto; Committee Chair
- 3 Michael O'Connor called the meeting to order at 10:00 a.m. and welcomed the
- 4 participants. The agenda was introduced, and a roll call was initiated.

1 **2. Roll Call and Meeting Advisories/Expectations**

2 **Facilitator:** Veronica Yuke, Supervisor, HCAI; Executive Director

3 Veronica Yuke conducted the roll call, confirming a quorum, and outlined meeting  
4 expectations and rules of engagement for both in-person and virtual attendees.  
5

6 **3. Triennial Code Cycle update and timeline**

7 **Facilitator:** Mia Marvelli, Architect, Supervisor, HCAI

8 Mia Marvelli provided an update on the ongoing Triennial Code Cycle. She explained  
9 that the pre-cycle work had been completed, and they were in the 45-day public  
10 comment period for plumbing, electrical, and mechanical codes. Additionally, a 15-day  
11 review was conducted for the mechanical code, and the final documents were submitted  
12 to the California Building Standards Commission (CBSC) for review.

- 13 • In December 2024, CBSC will convene for a three-day meeting to vote on the  
14 proposed code changes for plumbing, electrical, and mechanical.
- 15 • January 2025 will focus on changes to Parts 1, 2, and 10.

16 **Discussion:**

- 17 • Michael O'Connor inquired whether there were any immediate action items for  
18 the committee at this time.
- 19 • Mia Marvelli mentioned that while there was no immediate action needed, the  
20 committee should begin considering code changes for the next cycle based on  
21 industry trends and stakeholder feedback.
- 22 • Jim Malley emphasized that the committee could benefit from conducting a post-  
23 review of the previous cycle to identify opportunities for improvement, particularly  
24 around energy efficiency and sustainability.
- 25 • Cody Bartley proposed starting an informal review of potential areas for code  
26 improvement based on recent stakeholder feedback. He recommended  
27 compiling suggestions in preparation for the next cycle.
- 28 • Scott Mackey suggested leveraging past feedback to identify where the  
29 regulatory process can be streamlined, helping avoid bottlenecks in future cycles.

30 **Action:**

- 31 • The committee agreed to begin informal discussions on potential code changes  
32 for the next cycle, with a formal review beginning after the December 2024  
33 meeting.

34 **4. Update on Electronic Test, Inspection, and Observation (eTIO) Development**

35 **Facilitator:** Chris Davis, SE, District Structural Engineer, HCAI

1 Chris Davis reported that beta testing for the eTIO system was progressing as planned,  
2 with public testing expected by the end of the year. He highlighted the addition of a  
3 change log feature, which will help streamline communication between design  
4 professionals and inspectors. The system remains on track to replace paper-based  
5 reporting, aiming to enhance real-time tracking of inspections.

6 **Discussion:**

- 7 • Michael O'Connor expressed interest in participating in the public testing phase  
8 of the eTIO system.
- 9 • Chris Davis responded by explaining the steps for public testing and noted the  
10 potential for expanding the system to other agencies, such as the Division of  
11 State Architect.
- 12 • Gary Dunger raised concerns about the user interface and asked whether  
13 training would be provided for professionals unfamiliar with digital inspection  
14 systems.
- 15 • Chris Davis confirmed that a training component was being developed alongside  
16 the system rollout, which would include video tutorials and live support sessions.
- 17 • Jim Malley emphasized the importance of thorough training modules, especially  
18 for design professionals working on complex healthcare projects. He  
19 recommended adding interactive simulation tools to the training materials.
- 20 • Scott Mackey supported the idea of simulations to improve user adoption and  
21 ensure design teams are comfortable using the system from the start.

22 **Action:**

- 23 • The committee will participate in the beta testing of the eTIO system and provide  
24 feedback. Training materials, including simulations, will be made available before  
25 the public rollout.

26

27 **5. Standard Details Update**

28 **Facilitator:** Gary Dunger, Executive Director, Design and Construction, Cedars-Sinai  
29 Health System; Committee Member

30 Gary Dunger presented an update on the Standard Details Project, outlining progress  
31 made on intersecting wall assemblies, one-hour ceiling roof assemblies, and the use of  
32 fire barriers in wood-frame construction. Gary Dunger highlighted a code change  
33 proposal submitted to allow certain fire barriers to terminate at the ceiling assembly,  
34 rather than continuing up to the roof deck. This modification aims to improve compliance  
35 without compromising safety.

1 **Discussion:**

- 2 • Michael O'Connor praised the updates and asked whether the proposal had  
3 undergone a seismic impact analysis.
- 4 • Gary Dunger confirmed that the analysis was underway and that early indications  
5 showed that the change would not negatively impact seismic performance.
- 6 • Jim Malley expressed concerns about whether the fire barrier change could  
7 create complications for retrofit projects in seismic zones. He suggested further  
8 review before finalizing the proposal.
- 9 • Scott Mackey recommended that any updates to the Standard Details Project be  
10 integrated into the training for design professionals to ensure compliance with  
11 new standards.
- 12 • Michael O'Connor offered to share additional remodeling versions to provide  
13 further insights into fire barrier design.

14 **Action:**

- 15 • The Standard Details Project will continue to be refined, with further studies on  
16 seismic compliance. Additional input from committee members will be considered  
17 before finalizing the fire barrier proposal.

18

19 **6. Explore opportunity to create a Subcommittee to develop an advisory on “How**  
20 **to Write a Functional and Operational Program”**

21 **Facilitator:** Teresa Endres, AIA, ACHA, EDAC, AAH, Senior Associate, Medical  
22 Planning Director, Taylor Design; Committee Vice-Chair

23 Teresa Endres led a discussion on developing an advisory guide to help professionals  
24 draft functional and operational programs for healthcare facilities. The guide will offer a  
25 step-by-step framework for submissions, addressing the common issues of  
26 inconsistency in program scale and level of detail. The guide will also clarify the  
27 differences between Program Flex and Alternate Methods of Compliance (AMC).

28 Clara Wu provided a walkthrough of the draft slide deck. The team had been working on  
29 this project, but the advisory guide was not yet ready to be shared.

30 The guide is intended to assist architects and designers, especially those without  
31 medical planning expertise, to understand the purpose of functional programs.

32 **Discussion:**

- 33 • Michael O'Connor asked what challenges had prompted the development of this  
34 advisory.
- 35 • Richard Tannahill explained that the wide variation in the quality of program  
36 submissions had led to delays and confusion during the review process. The

1 advisory aims to standardize expectations and improve the quality of  
2 submissions, particularly for smaller projects.

- 3 • Kelly Martinez pointed out that first-time submitters often struggle with  
4 understanding what level of detail is required, resulting in either incomplete or  
5 overly detailed submissions.
- 6 • Scott Mackey supported the creation of the guide and suggested including real-  
7 world examples to illustrate best practices.
- 8 • Teresa Endres agreed and confirmed that the guide would include case studies  
9 from both large-scale and small-scale projects to provide context for different  
10 types of submissions.

11 **Action:**

- 12 • A subcommittee will be formed to draft the Functional and Operational Program  
13 Guide, gathering input from both HCAI staff and industry stakeholders. The guide  
14 will be reviewed by the committee before final publication.

15  
16 **7. Comments from the Public/Committee Members on Issues Not on the Agenda**

17 **Facilitator:** Michael O'Connor, Committee Chair

18 **Committee Comments:**

- 19 • Scott Mackey proposed adding an educational session focused on infection  
20 control and sterile zones in healthcare facilities, following recent discussions  
21 around program submissions. He emphasized the importance of addressing  
22 infection control in both new and existing facilities.
- 23 • Michael O'Connor agreed and suggested that infection control could become a  
24 standalone topic for a future webinar series or educational program.

25 **Action:**

- 26 • The committee agreed to explore the development of an educational program  
27 focused on infection control and sterile zones in healthcare settings, with a  
28 tentative launch in 2025.

29  
30 **8. Adjournment**

31 Michael O'Connor thanked the participants for their time and valuable contributions. The  
32 meeting was adjourned at 11:03 a.m.