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HOSPITAL BUILDING SAFETY BOARD Education and Outreach Committee

**Thursday, October 13, 2021
9:00 a.m. - 3:00 p.m.**

Teleconference Meeting Access:
HBSB GoToMeeting EO Committee
Access Code: 442-945-813

Committee Members Present:

Louise Belair
Deepak Dandekar
Bert Hurlbut
Scott Mackey
Bruce Rainey
David Khorram

HCAI Staff Present:

Elizabeth Landsberg, HCAI Director
Chris Tokas, Acting FDD Deputy Director
Monica Colosi
Bill Gow
Joe LaBrie
Cesar Ponce
Diana Scaturro
Richard Tannahill
Nanci Timmins
James Yi, HCAI Legal Counsel

Consulting Members:

John Donelan
Gary Dunger
Bill Zellmer

HBSB Staff:

Ken Yu, Executive Director
Joanne Jolls
Evetts Torres

1. Welcome and Introductions

- 1 Louise Belair, Vice-Chair, called the meeting to order on October 13, 2021, at 9:00 a.m.,
- 2 and HBSB Executive Director, Ken Yu. called roll.
- 3
- 4
- 5 Five members of the Committee present constitute a quorum. There being six present
- 6 at the time of roll, a quorum was established.

Mr. Yu read the public announcement regarding COVID-19, OSHPD officially becoming the Department of Healthcare Access Information (HCAI) and meeting rules and procedures.

2. Review and approve the July 14, 2021, draft meeting report/minutes

- Discussion and public input

Presenter: Louise Belair, Acting Chair

Discussion and public Input

MOTION: [Zellmer/Rainey]

The Board voted to accept July 14, 2021 draft Meeting Report/Minutes as presented.

Information item and Action Item

None.

3. Facilities Development Division's educational webinar update

- Discussion and public input

Presenter: Richard Tannahill, HCAI

Discussion and public Input

Mr. Rainey asked where FDD needed assistance. Mr. Tannahill stated the need for assistance with developing content and presentation.

Information item and Action Item

- None.

4. Future educational opportunities

- Planning and development of the suggested educational topics agreed to during July 14, 2021 committee meeting:
 - a. Accessibility in Healthcare
 - b. California Administrative Code
 - c. Emergency Projects, Design Guide
 - d. OSHPD 3 and OSHPD Special Seismic Certification presentation
 - e. Inspection Services Unit and Fire Prevention Unit topics
- Discussion and public input

Presenter: Richard Tannahill, HCAI

Discussion and public Input

Ms. Belair asked Mr. Tannahill if there was anything additional that FDD needs help with concerning accessibility healthcare webinars. Mr. Tannahill indicated they do not need

1 anything additional, disclosing that the CAN is in PowerPoint form and is in the proofing
2 process with a tentative presentation date of January 6, 2022.

3
4 Ms. Belair then asked Mr. Tannahill if there is anything specific FDD needs help from
5 this committee regarding the California Administrative Code webinar. Mr. Tannahill
6 stated he needs a partner to help present highlights of the California Administrative
7 Code (CAC). Former Board Member, Bruce Macpherson, was originally signed up to
8 assist with this topic and Scott Mackey noted that since he has taken over Mr.
9 Macpherson's role on the Committee, he would be happy to partner with Mr.
10 Macpherson on this webinar. Mr. Tannahill indicated that the goal for the CAC webinar
11 March/April 2022.

12
13 Ms. Belair moved on to the next webinar topic on the list, PIN 50. Mr. Tannahill stated
14 that PIN 50 has changed considerably. Collaborative Review and Phase Review has
15 been integrated into a single review called Integrated Review. He remarked that
16 although PIN 50 has been available for a while, it has not been presented to the public
17 in that format and many of the concepts have been merged. He announced that the
18 target date for the webinar is April/May 2022. Ms. Belair noted that Pete Kreuser, who
19 represents the construction side, volunteered to help with this topic. She asked if having
20 someone from the design side, or each aspect of the industry would be helpful. Mr.
21 Tannahill acknowledged that it would be a good idea and stated they could reach out to
22 some of the teams doing them to see if there could be a more recent case study. Mr.
23 Rainey requested to be notified should help be needed. Ms. Belair mentioned they'll be
24 limited to the number of committee members that can participate because of Bagley-
25 Keene and suggested reaching out to other public members. Mr. Tannahill stated that
26 there is a limit of one and a half to two hours with the webinars, and he would welcome
27 another participant.

28
29 Ms. Belair moved onto the next topic, Emergency Design Guide. Mr. Tannahill noted
30 that the Guide is not yet completed and that hopefully by the time it is, the webinar will
31 be ready to present. He stated the timeframe is around mid-summer 2022. Ms. Belair
32 inquired if this topic is different from "Emergency Projects." Mr. Tannahill clarified that
33 although Emergency Design Guide will address emergency projects, and how to access
34 HCAI and how to get emergency work completed, it is not specific to emergency
35 projects.

36
37 Bill Zellmer shared an example of a hospital with a burst pipe, and water everywhere.
38 The facility would consider that an emergency, but the question arises about what to do
39 and what actually constitutes an emergency. He continued that a chapter on that type of
40 situation to provide clarity would be appreciated.

1 Mr. Tannahill confirmed that the Design Guide itself will be to prepare for emergencies.
2 There were complaints from facilities that didn't know who to contact when the
3 pandemic hit. The idea of this guide is for a facility to prepare for a larger type of
4 emergency, and even though it will provide some guidance, standalone webinars on
5 emergency projects could be beneficial.

6
7 Ms. Belair added that other types of emergency projects, i.e., repairing a pipe or a piece
8 of equipment, were considered more maintenance related projects. Mr. Tannahill
9 explained that emergency projects is a good topic but does not want to confuse it with
10 emergency design guide because they are two very different things. The guide is to
11 better prepare facilities for emergencies such as pandemics, wildfires, and earthquakes.
12 Mr. Mackey suggested adding "preparedness" to the name.

13
14 Mr. Dandekar stated that "preparedness" suggests prospective design work. It's not
15 reactive to say, a pandemic, but instead to situations that facilities could anticipate.

16
17 Ms. Belair asked Mr. Tannahill if either seminar with a panel discussion or a standard
18 webinar would be most adequate to cover the Emergency Design Guide topic? He
19 responded that it hasn't been decided yet but that a panel discussion could be
20 considered. He suggested getting together with Ms. Belair and Mr. Kreuser to help
21 prepare it and decide the direction and format. Mr. Tannahill added that the hope was to
22 have the webinar or seminar at the same time that the final Guide is rolled out. He and
23 Ms. Belair both agreed that having some of the members from the Design Guide Task
24 Force participate in the panel discussion would be beneficial.

25
26 Ms. Belair moved onto the next topic on the list, OSHPD 3 and OSHPD Special Seismic
27 Certification Presentations. Mr. Tannahill stated that OSHPD 3 is already done. Ms.
28 Belair called on Bert Hurlbut to provide information regarding OSHPD Special
29 Certification Presentations. Mr. Hurlbut commented that what he found while working on
30 the Stanford project was that OSP equipment often did not match the lines of the design
31 drawings perfectly in length, weight, or height. Mr. Hurlbut stated that he was going to
32 reach out to Joe LaBrie to run some suggestions by him and put this topic back on the
33 list at a later date.

34
35 Ms. Belair asked if it was a result of not understanding the process properly. Mr. Hurlbut
36 stated he thought the problem is that every project is specific and manufacturers are not
37 having every size of their equipment tested and therefore their submittals don't match
38 the OSP.

39
40 Mr. Tokas noted that the requirements are clear and explicit and HCAI would be happy
41 to put together a presentation that will further illuminate how the seismic certification

1 works. Mr. Tokas, Mr. LaBrie, and Mr. Tannahill agreed that all associated FDD units
2 would be part of the production and the decision about who would present it would be
3 made later.

4
5 Ms. Belair asked for clarification on whether it's called OSHPD Special Seismic
6 Certification or HCAI Special Seismic Certification. Mr. Tannahill stated that in this case,
7 it is still OSHPD Special Seismic Certification because it is in the Code that way and the
8 name will remain until it is changed in the Code.

9
10 Ms. Belair moved onto the next topic, Inspection Services Unit (ISU). She asked Cesar
11 Ponce to speak on behalf of ISU. Mr. Ponce announced ISU is currently working on a
12 presentation on the TIO changes, sample projects and how to fill out the TIO form and
13 they anticipate having the initial draft finished by early 2022. Ms. Belair asked if ISU
14 needs any help from the committee regarding the draft TIO presentation. Mr. Ponce
15 replied that they are working on the initial draft and once completed, feedback from the
16 Committee will be important as it gets closer to the final product.

17
18 Mr. Tannahill mentioned that Mike Hooper volunteered to help with the next item on the
19 list, Field Visit Requirements. Mr. LaBrie stated that that topic falls under the purview of
20 ISU. Mr. Ponce reported that he would reach out to Mr. Hooper to collaborate on
21 developing an outline and begin working on that topic presentation.

22
23 Ms. Belair moved onto the next topic on the list which was Owner, IOR, DPOR, GC. Mr.
24 Tannahill and Ms. Belair agreed that the topic was about the roles and responsibilities of
25 each one during construction. Monica Colosi disclosed that ISU presented three
26 different Field Brief Advice sessions on the responsibilities of owners, DPORs and
27 IORs. She mentioned that ISU could re-present the webinars because they are open
28 mic which allows for public interaction with the presenters. Mr. Tannahill commented
29 that perhaps this topic could be combined with Field Visit Requirements and that the
30 Building Standards Unit would support ISU in the production and presentation. Mr.
31 LaBrie indicated that the target date for the webinar is summer 2022.

32
33 Ms. Belair moved onto the next topic, Fire Prevention Unit. Nanci Timmins remarked
34 that the list of FLS topics that are requested is very long and includes systems like
35 generators and fire alarms as well as general refresher topics such as wall types. Gary
36 Dunger opined that although the list is vast with good topics, it would make sense to
37 focus on the topics that apply to a broad audience and are common to every project,
38 like fire resistive construction means of egress, suites, medical gases, etc. Mr. Tannahill
39 suggested spreading the list of topics out throughout the year between some of the
40 others and limiting presentations to two hours.

1 **Information item and Action Item**

- 2 • None

3 **5. Committee goals for 2022**

- 4 • Discussion goals for the committee in the coming year
5 • Discussion and public input

6 **Presenter:** Richard Tannahill, HCAI

7 **Discussion and public Input**

8 Mr. Tannahill noted that the hope is to go back to in-person seminars in 2023 and to
9 keep in mind that seminars take about a year to prepare and to think about topics for
10 that.

11
12 Mr. Tokas stated that the workload from this committee as far as education, outreach
13 and training is really heavy. The Committee is delivering a valuable service to our
14 constituency, and the topics selected are very pertinent. Mr. Tokas noted that the topics
15 need to be presented not only to our “regulars” but to those who need it the most but do
16 not typically attend. He suggested to the Committee to commit to doing outreach
17 because although there are over 6,000 people on HCAI’s ListServ, the message is not
18 reaching everyone. Mr. Tokas disclosed that ISU’s 30-minute webinars will serve as
19 advertising; spread the word to increase the knowledgebase.

20
21 Mr. Dunger suggested doing another survey and asking for input as to what sort of
22 educational topics would be of value to the rest of the people that are not on this
23 Committee. Mr. Tokas commented that the list presented today was compiled from
24 public feedback but that it would not hurt to put together another survey.

25
26 Mr. Yu announced that there was a comment in the chat box from Theresa from AIA
27 Academy of Architecture for Health Central Valley stating that to Chris Tokas’ point
28 about outreach, AIA AAH is willing to assist with spreading the word on their social
29 media platforms and websites. Mr. Tokas expressed his appreciation.

30
31 Ms. Belair questioned if there is any specific material that could be developed and used
32 to promote those Mr. Tokas responded that a list of items need to be put together and
33 sent out to the various mediums. He explained that as the committee starts reviewing
34 the specifics of the topic and developing the content, there will need to be specialized
35 outreach messages detailing the specifics of the webinar/seminar, sent out to the public
36 at regular intervals to help build anticipation.

1 Mr. Tokas remarked that ISU's webinar model contains all the components that great
2 educational programs incorporate. He cited that they are well attended, there's
3 regularity, anticipation, and discussion. Mr. Tokas suggested the Committee might
4 consider taking one "grandiose" topic, develop it to its fullest extent, then use the
5 webinar model that the ISU is using and chop it up into small sections, given regularly
6 and provide an opportunity for discussion.

7
8 Mr. Dunger suggested doing some webinars outside of business hours like early
9 morning, evening or even Saturday sessions to get a better outreach from those who
10 cannot attend during the workday, like IORs. Ms. Colosi acknowledged that could be
11 considered.

12 **Information item and Action Item**

13 Goals for 2022:

- 14 ○ Deliver on the topics covered in Item 4
- 15 ○ Prepare a seminar for 2023
 - 16 ■ Identify the topic
 - 17 ■ Prepare content
- 18 ○ Outreach to industry members to advertise webinars
- 19 ○ Survey the public again on topics of interest
- 20 ○ Consider developing one "grandiose" topic to be delivered throughout the year

22 **6. Comments from the Public/Board Members on Issues Not on This Agenda.**

- 23 • None.

24 **7. Adjournment**

25 Ms. Belair adjourned the meeting at approximately 10:29 a.m.