

Hospital Building Safety Board

Full Board Meeting
December 11 - 12, 2024



***** SPECIAL NOTICE *****

This meeting will be held in-person at the Department of Health Care Access and Information (HCAI) office in Sacramento, as well as by teleconference.

Board members must attend this meeting in person. HCAI staff and members of the public may fully participate from their own locations.

This page left intentionally blank.

TABLE OF CONTENTS

Hospital Building Safety Board Meeting Agenda: December 11—12, 2024	1
Item 4: Full Board draft Meeting Report/Minutes August 15, 2024.....	7
Item 5: Education and Outreach Committee draft Meeting Reports/Minutes August 1, 2024.....	35
September 26, 2024	43
Item 6: “Inspect-to-Pass Approach to Field Inspections” Webinar Development Subcommittee draft Meeting Report/Minutes October 24, 2024	55
Item 7: Codes and Processes Committee draft Meeting Report/Minutes September 11, 2024	61
Item 8: Structural and Nonstructural Regulations Committee draft Meeting Report/Minutes October 23, 2024.....	67
Item 9: Instrumentation Committee draft Meeting Report/Minutes June 20, 2024.....	79
Item 10: Ad hoc Board Procedures Committee Board Policies and Procedures	85
Item 11: 2025 Committee Assignments, Goals and Meeting Calendar Draft Committee Roster.....	97
Draft Meeting Calendar.....	103
2024 Board Rosters:	
Committee List.....	109
Board Membership	114
Consulting Committee Members	115

This page left intentionally blank.



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



AMENDED

Hospital Building Safety Board Full Board Meeting AGENDA

December 11, 2024

1:00 p.m. – 4:00 p.m.

****Please note late start time****

December 12, 2024

9:00 a.m. – 3:00 p.m.

****Please note early start time****

The Board may not discuss or act on any matter raised during the public comment section that is not included on this agenda, except to place the matter on a future meeting agenda. (Government Code §§ 11125, 11125.7, subd. (a).)

Location:

[2020 West El Camino Avenue, Suite 900, Sacramento, CA 95833](#)

[Day 1 Teams Meeting Access](#); Meeting ID: 220 295 784 75; Passcode: 8opfX7
Call in: (916) 535-0978; Phone Conference ID: 477 019 429#

[Day 2 Teams Meeting Access](#); Meeting ID: 248 013 877 553; Passcode: aSrkTQ
Call in: (916) 535-0978; Phone Conference ID: 992 396 105#

- Item #1 Call to Order and Welcome
*Facilitator: Louise Belair, PE, LEED AP, Senior Vice President, WSP;
Board Chair (or designee)*
- Item #2 Roll Call and Meeting Advisories/Expectations
- Determination of Quorum
 - Conduct of Meeting
- Facilitator: Veronica M. Yuke, Manager, HCAI; Executive Director (or designee)*

- Item #3 Department of Health Care Access and Information (HCAI) Update
- HCAI Update
 - Discussion and public input
- Facilitator: Elizabeth Landsberg, Director, HCAI (or designee)*
- Item #4 Overview and approval of the August 15, 2024, Full Board draft Meeting Report/Minutes
- Discussion and public input
- Facilitator: Louise Belair (or designee)*
- Item #5 Education and Outreach Committee
- Overview and approval of the following draft Meeting Reports/Minutes:
 - August 1, 2024
 - September 26, 2024
 - Discussion and public input
- Facilitator: Scott Mackey, AIA, NCARB, APEC, Design Manager, Hensel Phelps; Committee Chair (or designee)*
- Item #6 “Inspect-to-Pass Approach to Field Inspections” Webinar Development Subcommittee of the Education and Outreach Committee
- Overview and approval of the October 24, 2024, draft Meeting Report/Minutes
 - Discussion and public input
- Facilitator: Michael L. Davis, CHI, Senior Consultant, DavisHBC, Inc; Subcommittee Chair (or designee)*
- Item #7 Codes and Processes Committee
- Overview and approval of the September 11, 2024, draft Meeting Report/Minutes
 - Discussion and public input
- Facilitator: Michael O’Connor, Principal, Nichols, Melburg & Rossetto; Committee Chair (or designee)*
- Item #8 Structural and Nonstructural Regulations Committee
- Overview and approval of the October 23, 2024, draft Meeting Report/Minutes
 - Discussion and public input
- Facilitator: Jim Malley, SE, Senior Principal, Degenkolb Engineers; Committee Chair (or designee)*

- Item #9 Instrumentation Committee
- Overview and approval of the October 29, 2024, draft Meeting Report/Minutes
 - Discussion and public input
- Facilitator: Jim Malley, SE, Senior Principal, Degenkolb Engineers; Committee Vice-Chair (or designee)*
- Item #10 Ad hoc Board Procedures Committee
- Overview of the December 11, 2024, meeting
 - Review and approve changes to the Board Policies and Procedures
 - Discussion and public input
- Facilitator: Michael Foulkes, Director, State and Local Government Affairs, Apple Inc.; Committee Chair (or designee)*
- Item #11 Review and approve 2025 Committee Assignments, Goals, and Meeting Calendar
- Discussion and public input
- Facilitator: Jim Malley, Board Chair-Elect (or designee)*
- Item #12 Office of Statewide Hospital Planning and Development (OSHPD) Update
- Workload and performance
 - Personnel changes
 - Discussion and public input
- Facilitator: Chris Tokas, SE, F.SEAOC, CBO, Deputy Director, HCAI (or designee)*
- Item #13 Special Presentation: Delivering the First All-Electric Hospital in the Nation
- Hospitals are some of the most energy-dense building types and can be challenging to electrify. This presentation aims to unpack the healthcare-specific design challenges related to "all-electric" hospital design for the new UCI Health medical center. We will share lessons learned and benefits from the Owner, Design Professionals and Building Official perspectives.
 - Discussion and public input
- Facilitators: Louise Belair; Joe Brothman, Facilities and General Services Director, University of California Irvine Health; and Chris Tokas, SE, F.SEAOC, CBO, Deputy Director, HCAI (or designees)*

Item #14 Comments from the Public/Board Members on issues not on this agenda
The Board will receive comments from the Public/Board Members.
Matters raised at this time may be taken under consideration for
placement on a subsequent agenda.
Facilitator: Louise Belair (or designee)

Item #15 Adjournment

Appointed Members: Louise Belair, PE, LEED AP, Senior Vice President, WSP;
Board Chair
James O. Malley, SE, Senior Principal, Degenkolb
Engineers; Board Vice-Chair
Cody Bartley, DPR Construction
Janice Cheung, PE, CSP, Fire Marshal, Redwood City
Jennifer G. Cox, MHA, BSN, RN, PHN, CIC, System Director,
Epidemiology and Infection Prevention, UC Irvine Health
Michael L. Davis, CHI, Senior Consultant, DavisHBC, Inc.
Gary Dunger, Executive Director, Design and Construction,
Cedars-Sinai Health System
Teresa Endres, AIA, ACHA, EDAC, AAH, Senior Associate,
Medical Planning Director, Taylor Design
Michael Foulkes, Director, State and Local Government Affairs,
Apple Inc.
John Griffiths, PE, Electrical Engineer, CONTECH-CA
Martin B. Hudson, PhD, PE, GE, Principal Geotechnical
Engineer, Hudson Geotechnics, Inc.
Courtney B. Johnson, PG, CEG, Principal Geologist, Slate
Geotechnical Consultants
Scott Mackey, AIA, NCARB, APEC, Design Manager, Hensel
Phelps
Farzad Naeim, PhD, SE, Esq, NAE, President, Farzad Naeim, Inc.
Carl Newth, PE, CBO, LEED BD+C, Building Official and
Director of Engineering Services, UC Los Angeles

Director-Appointed

Ex-Officio Members: David Bliss, MD, Faraday Microgrids
Bert Hurlbut, VP Construction, Stanford Healthcare, Retired
Michael O'Connor, Principal, Nichols, Melburg & Rossetto

Ex-Officio Members: Elizabeth Landsberg, HCAI Director
Daniel Berlant, State Fire Marshal
Vickie Sakamoto (Delegate)
Jeremy Lancaster, State Geologist
Jennifer Thornburg (Delegate)
Stoyan Bumbalov, Building Standards Commission,
Executive Director
Irina Brauzman (Delegate)
Kevin Day (Delegate)
Tomás J. Aragón, MD, Dr. PH, Department of Public Health,
Director
Nathaniel Gilmore (Delegate)
Chris Tokas, OSHPD Deputy Director

HBSB

Executive Director: Veronica M. Yuke

The Hospital Building Safety Board agenda and other notices about meetings are posted online and can be found by searching for Hospital Building Safety Board and meeting month at <https://hcai.ca.gov/public-meetings>.

For further information about this meeting, please contact Evett Torres or Marcus Palmer at (916) 440-8300, HBSBSupportStaff@hcai.ca.gov, or send a letter to The Department of Health Care Access and Information, 2020 West El Camino Avenue, Sacramento, CA 95833.

The Board may take action under any agenda item.

Every effort will be made to address each agenda item as listed. However, the agenda order is tentative and subject to change without prior notice. Items not listed on the agenda will not be considered. The Board may take a 30- to 90-minute break during the meeting. Members of the public are NOT required to identify themselves or provide other information to attend or participate in this meeting. If Microsoft Teams requires a name, you may enter "Anonymous". You may also input fictitious information for other requested information if required to attend the meeting (e.g., anonymous@anonymous.com).

This meeting is accessible to persons with a disability. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Evett Torres or Marcus Palmer at HBSBSupportStaff@hcai.ca.gov or sending a written request to HBSB Staff at 2020 West El Camino Avenue, Sacramento, CA 95833. Providing your request at least seven (7) business days before the meeting will help ensure availability of the requested accommodation.

If you need help understanding or translating into another language, or if you need sign language services, please contact Evett Torres or Marcus Palmer at HBSBSupportStaff@hcai.ca.gov. Let us know at least seven days before the meeting so we can set up the services you need.

Spanish/ Español

Si necesita ayuda para entender esta agenda de la reunión, necesita que se traduzca en otro idioma, o necesita servicios en lenguaje de señas Evett Torres HBSBSupportStaff@hcai.ca.gov. Avísenos al menos siete días antes de la reunión a fin de que podamos programar los servicios que necesita.

Korean/ 한국어

이 회의 안건을 이해하는 데 도움이 필요하거나, 다른 언어로 번역이 필요하거나, 수화 서비스가 필요한 경우: Evett Torres HBSBSupportStaff@hcai.ca.gov. 필요한 서비스를 제공할 수 있도록 회의 개최 7일 전까지 알려주십시오.

Chinese Simplified/簡體中文

如果您在理解本会议议程方面需要帮助，需要将本会议议程翻译成其他语言，或需要手语服务 Evett Torres HBSBSupportStaff@hcai.ca.gov. 请至少在会议前七天通知我们，以便我们安排您所需的服务。

Tagalog/Tagalog

Kung kailangan mo ng tulong upang maunawaan ang adyenda ng pagpupulong na ito, kailangan itong isalin sa ibang wika, o kailangan ng mga serbisyo para sa sign language Evett Torres HBSBSupportStaff@hcai.ca.gov. Ipaalam sa amin nang hindi bababa sa pitong araw bago ang pagpupulong upang mai-set up namin ang kailangan mong mga serbisyo.

Vietnamese/Tiếng Việt

Nếu quý vị cần trợ giúp để hiểu chương trình nghị sự của cuộc họp này, như cần dịch sang ngôn ngữ khác hoặc cần dịch vụ ngôn ngữ ký hiệu Evett Torres HBSBSupportStaff@hcai.ca.gov. Vui lòng cho chúng tôi biết ít nhất bảy ngày trước cuộc họp để chúng tôi có thể bố trí các dịch vụ mà quý vị cần

Chinese 繁體中文

如果您在理解本會議議程方面需要幫助，需要將本會議議程翻譯成其他語言，或需要手語服務 Evett Torres HBSBSupportStaff@hcai.ca.gov. 至少在會議前七天通知我們，以便我們安排您所需的服務。


Sacramento Office:

Free parking is available around the building. Please do not park in reserved spaces.

Full Board

Draft Meeting Report/Minutes

August 15, 2024

A solid blue horizontal bar at the bottom of the page.

This page left intentionally blank.



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



**HOSPITAL BUILDING SAFETY BOARD
Full Board Meeting**

**Thursday, August 15, 2024
10:00 a.m. – 4:00 p.m.**

Teleconference Meeting Access:

[HBSB Teams Full Board Meeting](#)

Access Code: 161-673-656

Appointed Members Present

Louise Belair, Chair
Jim Malley, Vice Chair
Cody Bartley
David Bliss
Janice Cheung
Michael Davis
Gary Dunger
Teresa Endres
Michael Foulkes
John Griffiths
Martin Hudson
Scott Mackey

HBSB Staff Present

Veronica Yuke, Executive Director
Marcus Palmer
Evet Torres

Ex-Officio Members Present

Elizabeth Landsberg, HCAI Director
Jennifer Thornburg, State Geologist (Delegate)
Irina Brauzman, Building Standards Commission
(Delegate)
Nathaniel Gilmore, Department of Public Health
(Delegate)
Chris Tokas - OSHPD Deputy Director

**Director-Appointed Ex-Officio
Members Present**

Bert Hurlbut
Michael O'Connor

HCAI Staff Present

Joe LaBrie
Roy Lobo
Mia Marvelli
Jamie Schnick
Nanci Timmins

1 **1. Call to order and Welcome**

2 *Facilitator: Louise Belair, PE, LEED AP, Senior Vice President, WSP; Board Chair.*

3 Louise Belair opened the meeting, welcoming everyone and outlining the day's agenda.
4 The meeting was officially called to order, and she expressed anticipation for the
5 discussions ahead.
6

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

8 *Facilitator: Veronica M. Yuke, Manager, HCAI; Executive Director.*

9 Veronica Yuke conducted the roll call, confirming the attendance of the members and
10 verifying the presence of a quorum. The quorum was confirmed, allowing the meeting to
11 proceed. Veronica then went over the meeting's rules of engagement, emphasizing the
12 importance of muting microphones when not speaking and holding comments until the
13 end of each presentation.
14

15 **3. Department of Health Care Access and Information (HCAI) Update**

16 *Presenter: Elizabeth Landsberg, Director, HCAI*

17 Carl Newth was sworn in as the new Local Building Official Member Representative.
18 Carl introduced himself and shared his background as a Certified Building Official at
19 UCLA, expressing enthusiasm for contributing to the Board.

20 David Bliss, the outgoing Public Member Representative, was acknowledged for his
21 transition to a director-appointed Ex-Officio Member role.

22 James Malley was recognized for his second-term appointment as the Structural
23 Engineer Member Representative.

24 **Department Updates:**

25 *Budget and Legislative Updates:*

- 26 • Elizabeth Landsberg discussed the significant budget cuts California faced,
27 particularly a \$746 million reduction in funding for Health Workforce Development
28 Programs. She also highlighted the delay of the health worker minimum wage
29 increase and ongoing legislative actions related to seismic safety standards.

30 *Healthcare Affordability Board Meeting:*

- 31 • Elizabeth Landsberg previewed the upcoming Office of Health Care Affordability
32 (OHCA) Board meeting, which would focus on regional variations in healthcare
33 prices, with a particular focus on Monterey County.
34
35

1 **Discussion and Input**

- 2 • Teresa Endres inquired about potential collaboration between the Hospital
3 Building Safety Board and OHCA to improve healthcare access, especially in
4 rural areas.
- 5 • David Bliss provided insights into regional healthcare cost disparities,
6 emphasizing the complexities of cost-shifting within healthcare systems.

7 **Informational and Action item**

8 Explore collaboration opportunities between the Hospital Building Safety Board and the
9 OHCA.

10

11 **4. Nominations for HBSB Chair and Vice-Chair Kick Off**

12 *Facilitators: Michael Foulkes, Director, State and Local Government Affairs, Apple Inc.;*
13 *and Michael O'Connor, Principal, Nichols, Melburg & Rossetto; Nominating Committee*

- 14 • The Nominating Committee recommended Jim Malley for Chair and
15 Scott Mackey for Vice Chair. No additional nominations were made from the
16 floor.

17 **Informational and Action item**

18 Voting for the Chair and Vice-Chair was scheduled for later in the day.

19

20 **5. Overview and approval of the April 18, 2024, Full Board draft Meeting**
21 **Report/Minutes**

22 *Facilitator: Louise Belair*

23 **Introduction and Corrections**

24 Louise Belair began the presentation by noting that the meeting minutes from the April
25 18, 2024, Full Board meeting required some corrections. Specifically, she pointed out
26 errors in the report regarding the Instrumentation Committee and the Structural and
27 Nonstructural Regulations Committee:

- 28 ○ **Page 21 of the Binder, Page 11 of 24 of the Meeting Minutes:**
- 29 ▪ **Farzad Naeim** was incorrectly listed as the presenter; **Jim Malley**
30 actually presented. This correction was applied to lines 14, 18, and
31 22, where Jim Malley should be recognized as the presenter.

32

33 **Review of the April 18, 2024, Meeting**

34 Louise Belair provided an overview of the April 18, 2024, meeting, noting that the

1 agenda included 18 items and that a quorum was established at the beginning of the
2 meeting. Key points from the April 18 meeting were summarized:

3 **Informational and Action Items:**

4 • **Informational Items:**

- 5 ○ The report included significant updates across multiple committees and
6 HCAI initiatives, providing a comprehensive overview of ongoing activities
7 and upcoming challenges.

8 • **Action Items:**

- 9 ○ **Motion to Approve:** The corrected minutes required a formal motion to be
10 approved.
11 ▪ Scott Mackey seconded the motion to approve the minutes as
12 corrected.

13

14 **6. Offsite Fabrication/Preassembled Components Webinar Development**
15 **Subcommittee**

16 *Facilitator: Cody Bartley, DPR Construction; Subcommittee Chair*

17 Cody Bartley provided a comprehensive report on the activities and outcomes of the
18 Offsite Fabrication/Preassembled Components Webinar Development Subcommittee.
19 The subcommittee had a series of meetings leading up to the successful presentation of
20 a webinar on June 25, 2024. This webinar focused on the intricacies of offsite
21 fabrication and preassembled components within the context of hospital construction
22 and safety regulations.

23 **Meeting Reports**

24 • **March 26, 2024:**

- 25 ○ The meeting started with the approval of the minutes from the previous
26 meeting held on February 28, 2024.
27 ○ Nanci Timmins presented new content for the webinar, specifically
28 focusing on Fire and Life Safety Officer (FLSO) considerations.
29 ○ Cody pointed out necessary editorial revisions and discussed the need to
30 reduce text on slides for better clarity and engagement during the webinar.
31 ○ The subcommittee reviewed and finalized speaking roles for the webinar.
32 The timeline for the slide deck's completion was also established, with the
33 agenda for the April 24, 2024, meeting set.

34

1 • **May 8, 2024:**

- 2 ○ The meeting minutes from March 26, 2024, were reviewed and approved.
- 3 ○ Continued efforts were made to refine the speaking roles and reduce slide
- 4 text. There was a robust discussion on the definitions of "prefabrication"
- 5 and "pre-assembly," ensuring all members had a consistent
- 6 understanding.
- 7 ○ The subcommittee worked on finalizing the slide content, with a focus on
- 8 aligning the messaging across all presentations.
- 9 ○ An interested party requested more detailed information on how offsite
- 10 prefabrication would be inspected. This feedback was incorporated into
- 11 the final webinar content.
- 12 ○ The timeline and duration of the webinar were confirmed, and it was
- 13 decided that an additional subcommittee meeting would be necessary for
- 14 a dry run before the actual event.

15 • **June 11, 2024:**

- 16 ○ This meeting was primarily focused on a dry run of the webinar
- 17 presentation. The subcommittee went through the slide deck in detail,
- 18 ensuring all content was accurate and engaging.
- 19 ○ The subcommittee discussed and agreed on removing specific project
- 20 identifications from the slide images to maintain confidentiality and general
- 21 applicability.
- 22 ○ A summary of motions from previous meetings was presented, with the
- 23 main focus being the approval of minutes from prior meetings.

24 **Webinar Outcomes**

25 The webinar, held on June 25, 2024, saw significant participation:

- 26 ○ Registrations: 632 participants registered for the webinar.
- 27 ○ Attendance: 393 attendees logged in, although this number likely
- 28 underrepresented the total attendance due to multiple participants joining
- 29 from single devices in group settings.
- 30 ○ Format: The webinar consisted of a one-hour presentation followed by a
- 31 30-minute Q&A session, which saw active participation.

32 **Discussions and Input**

- 33 • John Griffiths asked about the main takeaways from the Q&A session. Cody
- 34 responded that many questions focused on the inspection process for offsite

1 prefabrication, indicating a need for further education and possibly a follow-up
2 webinar.

- 3 • Chris Tokas commended the subcommittee’s efforts, highlighting the importance
4 of the webinar in moving the industry toward more efficient and effective
5 construction methods. Chris noted that while there are still some challenges, the
6 shift away from traditional methods is already showing benefits.

7 **Informational and Action Items:**

- 8 • **Informational Items:**

- 9 ○ The webinar was deemed a success with high participation and
10 engagement, reflecting strong industry interest in the topic.
- 11 ○ The subcommittee’s efforts in refining content, clarifying definitions, and
12 conducting a thorough dry run contributed to the webinar’s success.

- 13 • **Action Items:**

- 14 ○ Due to the significant interest in the inspection process for offsite
15 prefabrication, there was discussion about potentially hosting a second
16 webinar focused more specifically on this topic.
- 17 ○ The subcommittee and HCAI staff discussed ways to encourage more
18 industry participation in the Pre-Approved Components and Systems
19 (PCS) program, addressing concerns about public information and
20 industry perceptions.
- 21 ○ The report concluded with a motion to approve the meeting reports from
22 March 26, May 8, and June 11, 2024. Michael Davis seconded the motion.
- 23 ○ The motion to approve the reports was passed unanimously, with no
24 objections or abstentions.

25 Louise Belair and other members echoed the appreciation for the subcommittee’s
26 efforts, acknowledging the importance of the work done and the positive impact it had
27 on the industry. The successful webinar was seen as a significant step forward in
28 modernizing construction practices and enhancing efficiency within the field.

30 **7. Codes and Processes Committee**

31 *Facilitator: Michael O’Connor, Committee Chair*

32 Michael O’Connor opened the report by explaining that the Codes and Processes
33 Committee’s work is closely aligned with the triennial code adoption cycle. The
34 committee's primary role involves reviewing proposed amendments to various building

1 codes to ensure that hospital building safety regulations are up to date and aligned with
2 the latest safety standards and practices.

3

4 **Triennial Code Cycle Updates**

5 Mia Marvelli provided an update on the triennial code cycle, emphasizing the
6 importance of synchronizing committee meeting dates with the timelines for code
7 adoption and presentation to the Building Standards Commission. This coordination
8 ensures that the Board remains on track to implement necessary code changes
9 efficiently.

10 **Discussion:**

11 Michael O'Connor praised the coordination efforts, noting the complexity involved in
12 aligning these activities across different regulatory bodies.

13 **Building Code Part 2 Volume One (Title 24) Amendments**

14 Nanci Timmins presented proposed amendments to the California Building Code Part 2,
15 Volume 1 (Title 24). These amendments, submitted to the Office of the State Fire
16 Marshal, were designed to enhance clarity, consistency, and safety compliance in
17 healthcare facilities.

18 ○ **Key Amendments:**

- 19 ▪ Clarifying Egress Requirements: Particularly for treatment rooms
20 and atriums, ensuring that safe and efficient evacuation routes are
21 well-defined.
- 22 ▪ Reorganization of Suite Design Sections: To improve usability and
23 ensure that design standards meet current safety needs.
- 24 ▪ Reinstating NFPA 99 References: Specific to electrical systems
25 within healthcare facilities, reinstating portions of the NFPA 99
26 standard to ensure compliance with the most recent safety
27 guidelines.
- 28 ▪ Cooking Facilities: Addressing the design and safety requirements
29 for cooking facilities within healthcare settings, ensuring that these
30 areas meet stringent fire safety standards.

31 **Discussion:**

32 The committee acknowledged that these amendments were necessary to align with
33 NFPA 101 and to keep up with evolving safety standards in healthcare environments.

1 **Electronic Test, Inspection, and Observation (eTIO) System Update**

2 Chris Davis provided a detailed update on the development of the Electronic Test,
3 Inspection, and Observation (eTIO) system. This initiative represents a significant move
4 towards digital transformation within the inspection process for healthcare construction
5 projects.

6 ○ **Features of the eTIO System:**

- 7 ▪ **User-Friendly Interface:** Designed to be intuitive, with visual status
8 indicators to easily track progress.
- 9 ▪ **Real-Time Tracking:** The system allows all parties involved to
10 monitor the status of inspections in real-time, reducing delays and
11 improving communication.
- 12 ▪ **Detailed Drill-Down Summaries:** Users can access detailed
13 information at every stage of the inspection process, ensuring that
14 no steps are missed and that all documentation is accurate and
15 complete.

16 **Discussion:**

17 John Griffiths inquired about the expected timeline for the system's full implementation.

18 Michael O'Connor responded that while an exact date was not set during this meeting,
19 further updates were expected in upcoming sessions, with a beta rollout anticipated
20 soon.

21 Richard Tannahill confirmed that more details would be provided later in the afternoon,
22 indicating that the project was progressing well.

23 **Standard Detail Updates**

24 Gary Dunger reported on the progress of standard details, particularly focusing on
25 skilled nursing facilities. This initiative aims to streamline the approval process for
26 construction projects by providing standardized details that can be widely adopted.

27 ○ **Key Points:**

- 28 ▪ The committee is developing detailed standards similar to those
29 used for partitions and metal stud framing in acute care projects.
30 These will be adapted for skilled nursing facilities.

- 1 ▪ The work involves close collaboration with private industry,
2 particularly in developing Revit files that will be used to standardize
3 design details.
- 4 ▪ The first round of standard details is expected to be reviewed and
5 submitted to HCAI for approval soon.

6 **Discussion**

7 Michael O'Connor and the committee expressed enthusiasm for the progress made in
8 this area, recognizing the potential to significantly reduce the time and effort required for
9 project approvals.

10 Louise Belair commended the committee's work, particularly the efforts to streamline
11 processes and adopt new technologies.

12 **Informational and Action Items**

13 • **Informational Items:**

- 14 ○ The committee is actively engaged in updating building codes and
15 processes to reflect the latest safety standards and technological
16 advancements. The work on the eTIO system and standard detail updates
17 highlights the Board's commitment to improving efficiency and safety in
18 healthcare construction projects.

19 • **Action Items:**

- 20 ○ The committee will continue to track the progress of the eTIO system and
21 provide updates in future meetings.
- 22 ○ The first round of standard details for skilled nursing facilities will be
23 reviewed and submitted to HCAI for approval, with further updates
24 expected in subsequent meetings.
- 25 ○ **Motion:** The committee's May 8, 2024, meeting report was formally
26 presented as a motion for approval. The motion was seconded by Michael
27 Foulkes. The motion to approve the Codes and Processes Committee's
28 May 8, 2024, draft meeting report was passed unanimously.

29

30 **8. Education and Outreach Committee**

31 *Facilitator: Scott Mackey, AIA, NCARB, APEC, Design Manager, Hensel Phelps;*
32 *Committee Chair*

1 Scott Mackey opened the discussion by reviewing the 2024 Committee Support
2 Accomplishments:

- 3 • Published Design Guides
- 4 • Pre-Fabricated & Pre-Assembled Webinar

5 **Key Discussions and Input**

- 6 • **Update on the Guide for Working on OSHPD Projects – Tips from the**
7 **Experts**

- 8 ○ Mia Marvelli and Paul Coleman presented the final updates to the Guide
9 and announced the Guide has been published along with an
10 advertisement about its availability.

- 11 • **Update on the Guide for Planning & Preparing for Disasters**

- 12 ○ Mia Marvelli and Paul Coleman presented the final updates to the Guide
13 and announced the Guide has been published along with an
14 advertisement about its availability.

- 15 • **Update on the Policy Intent Notice (PIN) 50 – Integrated Review Webinar**

- 16 ○ Diana Navarro presented specifics regarding the webinar content: a 1-
17 hour webinar focusing on the client’s perspective of the integrated review
18 process.
- 19 ○ Tentative presenters for the webinar would include herself, Gary Dunger
20 and Monica Colosi.
- 21 ○ Event is scheduled for September 25, 2024.

- 22 • **Update on the Preapproved Fabricated Components and Systems Webinar**

- 23 ○ Event was held on June 25, 2024.
- 24 ○ There were 632 registered attendees for the event.
- 25 ○ Cody Bartley has already presented details of the event.

- 26 • **Creation of an “Island Hospital Concept” Facility Example**

- 27 ○ Jamie Schnick, Marc Hoffman, David Bliss, and Duc Bui presented the
28 motivations for exploring an island hospital concept.
- 29 ○ Increased need for hospitals to gain control over their utility services.
- 30 ○ Stressing the advantages of the economic benefits, less reliance on single
31 source service providers, and independence from utility reliance.
- 32 ○ Use of microgrids, fuel cells and battery storage systems towards cost
33 savings.
- 34 ○ Subject matter transferred to the Energy Conservation & Management
35 Committee.

1 • **Report on the creation of a California Administrative Code Training**
2 **Webinar**

- 3 ○ Monica Colosi and Darren Graves presented the creation of a
4 Construction Administration Proficiency (CAP) program created by the
5 office to improve the understanding and application of the California
6 Administrative Code.
7 ○ The Proficiency Certification program would be at no cost to the
8 applicants.
9 ○ Examinations are given in-person at both the Sacramento and Los
10 Angeles offices.
11 ○ Candidates who pass the exam will be certified and will be listed on the
12 website.

13 • **Discussion on approving American Institute of Architects Continuing**
14 **Education Units**

- 15 ○ Explored the idea of becoming an approved AIA CEU educator.
16 ○ Richard Tannahill explained the experience in trying to apply.
17 ○ Due to requirements to meet AIA requirements, it was agreed to pass on
18 the pursuit and simply provide certification of attendance for an event.
19 ○ Resulted in directing those interested in securing AIA CEU credits to self-
20 report.

21 • **Discussion on New Opportunities for Educational Content, Events or**
22 **Programs for 2024**

- 23 ○ Classification of imaging procedures into Class 1, 2 and 3.
24 ○ Revisiting the “Inspect to Pass” approach to Field Inspections.
25 ○ Formal rollout of OSHPD 6: Chemical Dependency Recovery Hospitals
26 (CDRH)
27 ○ New program on “Tips for Working with OSHPD in the Field.”
28 ○ Working with photovoltaics, microgrids, and battery systems associated
29 with utility independence from the electrical grid and utility companies.
30 ○ How to write a Functional Program & Operational Program webinar
31 opportunity.
32 ○ Creation of a Design Professional Mentorship Program through HCAI.
33 ○ Exploration of how to expand the distribution of materials and
34 announcements to a greater audience = possible creation of a bulletin
35 board on the OSHPD website highlighting the confirmed events in the
36 future.

37 **Action Items**

- 38 • **Motion:** The committee's May 22, 2024, meeting report was formally presented
39 as a motion for approval. The motion was seconded by Farzad Naeim. The

1 motion to approve the Education and Outreach Committee’s May 22, 2024, draft
2 meeting report was passed unanimously.

3 Scott Mackey concluded the session by thanking committee members and participants
4 for their dedication to improving the industry’s knowledge and application of the
5 California Administrative Code.

6

7 **9. Technology and Research Committee**

8 *Facilitator: Gary Dunger, Executive Director, Design and Construction, Cedars-Sinai*
9 *Health System; Committee Chair*

10 **Overview of the June 20, 2024, Meeting**

11 Gary Dunger began the session by acknowledging that this was the first meeting of the
12 Technology and Research Committee in quite some time. The focus of the meeting was
13 to review past activities and set a course for future initiatives. Gary emphasized the
14 need to assess the Committee's previous work and establish clear goals moving
15 forward.

16 **Key Discussions and Input**

17 **1. Cedars-Sinai Marina Del Rey Replacement Hospital Project Presentation:**

- 18 ○ The highlight of the meeting was a presentation by the Project Director of
19 the Cedars-Sinai Marina Del Rey Replacement Hospital. This presentation
20 detailed the efforts to design and implement a comprehensive technology
21 program for the new facility.
- 22 ○ **Key Takeaways:**
 - 23 ▪ The project emphasized leveraging existing technology systems
24 across the entire health system to ensure consistency and
25 compatibility.
 - 26 ▪ There was a strong focus on including peers, vendor partners, and
27 key decision-makers in the design process to create a "future-
28 proof" technology infrastructure.
 - 29 ▪ Technologies discussed included virtual nursing, centralized patient
30 flow command centers, smart beds, and real-time locating systems
31 (RTLS) for tracking assets and personnel.

32

33

1 **2. Challenges and Considerations:**

- 2 ○ The Committee explored several challenges, such as ensuring that room
3 identifiers on patient rooms balance informativeness with patient privacy.
- 4 ○ Gary Dunger and other members discussed the integration of RTLS,
5 which can track staff, patient locations, and critical activities such as hand
6 hygiene. The goal is to enhance both efficiency and safety within the
7 hospital environment.

8 **3. Discussion on Emerging Technologies:**

- 9 ○ Telemedicine and Robotics: The Committee reviewed the impact of
10 telemedicine, particularly its expansion during the COVID-19 pandemic,
11 and discussed the potential for dedicated telemedicine spaces within
12 healthcare facilities.
- 13 ○ Healthcare Equity and Technology: The Committee deliberated on how
14 technology could address healthcare disparities, particularly in
15 underserved communities. They discussed the need to identify gaps in
16 healthcare access through data analysis and to focus efforts on these
17 areas.
- 18 ○ All-Electric Hospitals and Carbon Footprint: The Committee discussed
19 emerging technologies aimed at reducing the carbon footprint of
20 healthcare facilities. The Cedars-Sinai new tower and UC Irvine’s all-
21 electric campus were cited as examples.
- 22 ○ Artificial Intelligence (AI): AI was highlighted as a critical area of focus,
23 with the establishment of an AI Committee at Cedars-Sinai. The
24 Committee recognized the profound impact AI will have on healthcare
25 delivery and proposed incorporating AI into their future agendas.
- 26 ○ Cybersecurity and Medical Records: The Committee addressed the
27 growing importance of cybersecurity, particularly in the context of recent
28 digital system failures at healthcare facilities. They discussed the definition
29 of medical records in the digital age and the implications of storing these
30 records in the cloud versus onsite.

31 **4. Healthcare Microgrids Presentation Postponed:**

- 32 ○ A scheduled presentation on healthcare microgrids by Senior Electrical
33 Engineer Jamie Schnick was postponed due to illness.
- 34

5. Committee Goals and Future Direction:

- The Committee reviewed its current goals, with an emphasis on redefining and updating them to reflect the latest technological advancements and challenges. There was a particular focus on removing barriers in building codes that hinder the adoption of modern technologies.

Informational Items

The Committee's discussions underscored the importance of integrating advanced technologies such as telemedicine, AI, and RTLS into healthcare facilities to enhance patient care and operational efficiency.

The Committee acknowledged the role of technology in addressing healthcare disparities, particularly through the use of telemedicine and data analysis.

The discussion on all-electric hospitals and carbon footprint reduction highlighted the Committee's commitment to sustainability in healthcare infrastructure.

Action Items

- **Develop a White Paper:** The Committee agreed to develop a white paper that consolidates discussions on telemedicine, healthcare equity, AI, and carbon footprint reduction. This document will serve as a guide for future Committee efforts.
- **Reschedule the Microgrids Presentation:** The Committee will reschedule the presentation on healthcare microgrids to ensure this critical topic is thoroughly explored.
- **Explore AI and Robotics:** The Committee will further investigate the potential of AI and robotics in healthcare and consider these technologies in their future goals.
- **Cybersecurity Focus:** The Committee will continue to address cybersecurity issues, particularly the protection of digital medical records and the implications of storing data offsite.
- **Correction to meeting report:** Gary Dunger noted that on page 67, line 12, the word "ambulance" should be "ambient."
- **Motion:** The committee's June 20, 2024, meeting report was formally presented as a motion for approval as corrected. The motion was seconded by Marty Hudson. The motion to approve the Technology Committee's June 20, 2024, draft meeting report with corrections, was passed unanimously.

Gary Dunger closed the session by thanking the Committee members for their contributions and reiterating the importance of their work in advancing healthcare technology. He noted that the Committee's focus on integrating cutting-edge

1 technologies and addressing emerging challenges will be critical in shaping the future of
2 healthcare delivery.

3 **10. Office of Statewide Hospital Planning and Development (OSHPD) Update**

4 *Facilitator: Chris Tokas, SE, F.SEAOC, CBO, Deputy Director, HCAI*

5 Chris Tokas began by providing an update on OSHPD's current workload and
6 performance metrics. He highlighted that the office continues to manage a substantial
7 volume of projects, maintaining a steady pace of reviews and approvals. Despite some
8 challenges, OSHPD has kept up with its commitments, ensuring that healthcare
9 facilities across the state meet safety and regulatory standards.

10 He discussed the ongoing seismic compliance efforts, noting that 80% of buildings now
11 conform to the structural requirements. However, 20% remain in SPC-1 and SPC-2
12 categories, with particular attention on those that are considered higher-risk. He
13 emphasized the urgency in addressing these facilities before the deadline approaches.

14 Chris Tokas also addressed the upcoming CMS requirements for fully sprinklered
15 buildings, which are set to be enforced by July 5, 2028. He noted that OSHPD has been
16 communicating this requirement to healthcare facilities but observed a lack of progress
17 in some cases. This could lead to significant issues as the deadline draws nearer,
18 especially for facilities that might not meet the 2028 deadline.

19

20 **Personnel Changes**

21 Chris acknowledged that OSHPD has experienced some personnel changes, but
22 assured the Board that the Office is working to fill any gaps to maintain its high level of
23 service. He mentioned ongoing recruitment efforts and the importance of retaining
24 experienced staff to handle the technical demands of the job.

25 **Key Discussions and Input**

26 **1. Sprinkler System Compliance:**

27 ○ Nanci Timmins elaborated on CMS's adoption of the 2012 edition of NFPA
28 101, which mandates that high-rise healthcare facilities be fully sprinklered
29 by 2028. She emphasized that this requirement is not only for OSHPD-
30 regulated facilities but also for any healthcare building participating in
31 CMS programs. The Board discussed the implications of this requirement
32 and the challenges facilities may face in meeting the deadline.

33 **2. Emergency Preparedness:**

34 ○ David Bliss raised concerns about how OSHPD reaches out to facilities
35 after emergencies like earthquakes. Chris Tokas responded by explaining
36 OSHPD's proactive approach, which includes immediate outreach to

1 assess damage and provide assistance, such as issuing emergency
2 permits or coordinating with agencies like the Army Corps of Engineers for
3 necessary resources.

4 3. **Healthcare Microgrids and Sustainability:**

- 5 ○ Chris Tokas also provided an update on healthcare microgrid initiatives,
6 particularly the publication of CAN 3-517, which outlines the guidelines for
7 these systems. He underscored the importance of these systems in
8 enhancing the resilience of healthcare facilities during emergencies.

9 **Informational Items**

10 The ongoing efforts to bring all facilities into compliance with seismic standards were a
11 key focus. The Board was informed that communication efforts would continue,
12 particularly concerning the upcoming deadlines.

13 The Board was reminded of the critical deadline for installing sprinkler systems in high-
14 rise healthcare facilities, with OSHPD continuing to push for compliance.

15 **Action Items**

- 16 • **Increased Outreach for CMS Compliance:** OSHPD will continue its outreach
17 efforts to ensure that all facilities are aware of the CMS sprinkler system
18 requirements and the approaching 2028 deadline.
- 19 • **Ongoing Recruitment and Staffing:** Efforts to fill staffing gaps and retain
20 experienced personnel will continue, ensuring that OSHPD maintains its capacity
21 to meet the demands of its workload.
- 22 • **Monitoring Seismic Compliance:** OSHPD will continue to monitor the progress
23 of facilities in meeting seismic compliance standards, focusing particularly on
24 those in SPC-1 and SPC-2 categories.

25 Chris Tokas concluded the update by reiterating OSHPD's commitment to maintaining
26 the safety and compliance of California's healthcare facilities. He thanked the Board for
27 their ongoing support and acknowledged the challenges ahead, particularly with the
28 upcoming deadlines and the need for continued vigilance in compliance efforts.

30 **11. Building Standards Unit (BSU) Update**

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

32 Mia Marvelli provided an update on the current activities and workload of the BSU. She
33 reported that the BSU continues to manage a substantial volume of work, particularly in
34 the areas of code development, seismic compliance, and pre-approvals for various
35 building components and systems. The unit is also heavily involved in the ongoing

1 review and update of the California Building Code, which plays a critical role in ensuring
2 the safety and resilience of healthcare facilities throughout the state.

3 **Key Discussions and Input**

4 **1. Seismic Compliance and Non-Structural Components:**

- 5 ○ Seismic Compliance: The discussion emphasized the importance of
6 ensuring that both structural and non-structural components of healthcare
7 facilities are in compliance with the latest seismic safety standards. It was
8 noted that while significant progress has been made in bringing SPC-1
9 and SPC-2 buildings up to higher standards, challenges remain in
10 ensuring all facilities meet the required deadlines.
- 11 ○ Non-Structural Components (NPC): The focus was also placed on non-
12 structural components, which are critical to the continued operation of
13 healthcare facilities during and after a seismic event. The BSU has been
14 actively working on evaluating and updating the requirements for non-
15 structural components to ensure they can withstand seismic forces.

16 **2. Pre-Approval Programs and Code Changes:**

- 17 ○ Pre-Approvals (OSP, OPM, PCS, OPA): Mia Marvelli discussed the
18 ongoing efforts to manage and streamline the pre-approval process for
19 various building components and systems. This includes OSPs (OSHPD
20 Special Seismic Certification Pre-Approval), OPMs (OSHPD Pre-Approval
21 of Manufacturer's Certification), PCSs (Pre-Check Structural), and OPAs
22 (OSHPD Project Assessment). She highlighted that BSU is keeping up
23 with the demand for these approvals, which are essential for ensuring that
24 equipment and systems used in healthcare facilities are compliant with the
25 latest safety standards.
- 26 ○ Code Changes: BSU is also actively involved in the adoption of the ASCE
27 7-22 standards, which introduces more complex equations for calculating
28 the forces on non-structural components. These changes have significant
29 implications for the design and approval of building systems, and BSU is
30 working to minimize the impact on existing pre-approvals by providing
31 clear guidelines for compliance.

32 **3. Seismic Instrumentation Program:**

- 33 ○ Instrumentation of Healthcare Facilities: Mia Marvelli updated the Board
34 on the progress of the seismic instrumentation program, which involves
35 placing sensors in healthcare facilities to monitor their performance during
36 seismic events. The data collected from these sensors is invaluable for
37 understanding how different building types and construction methods
38 respond to earthquakes, and for improving future building designs.

1 **4. Small and Rural Hospital Seismic Relief:**

- 2 ○ Grant Program: BSU is managing a grant program aimed at helping small
3 and rural hospitals achieve seismic compliance. Funded by a tax on
4 tobacco sales, this program provides financial assistance to hospitals that
5 need to upgrade their facilities to meet seismic safety standards. BSU is
6 working to ensure that grant money is used effectively, focusing on
7 essential upgrades that directly contribute to seismic safety.

8 **Informational Items**

9 BSU reminded the Board of the critical deadlines for seismic compliance, particularly
10 the requirement for facilities to upgrade from SPC-1 and SPC-2 categories to higher
11 safety standards by 2030.

12 The ongoing efforts to ensure that non-structural components meet seismic standards
13 were highlighted, with BSU actively working on new guidelines and evaluations.

14 **Action Items**

- 15 • **Finalization of NPC Guidelines:** BSU is tasked with finalizing and issuing
16 guidelines for the compliance of non-structural components in healthcare
17 facilities.
- 18 • **Streamlining Pre-Approval Processes:** Efforts to streamline the pre-approval
19 processes for building components will continue, with a focus on minimizing the
20 impact of new code changes.
- 21 • **Expansion of the Seismic Instrumentation Program:** BSU will continue to
22 expand the seismic instrumentation program to gather more data on the
23 performance of healthcare facilities during earthquakes.

24 Mia Marvelli concluded the update by emphasizing the importance of BSU's work in
25 maintaining the safety and resilience of California's healthcare facilities. She noted that
26 while progress has been made, ongoing efforts are needed to ensure that all facilities
27 meet the required safety standards in a timely manner.

28

29 **12. Inspection Services Unit (ISU) Update**

30 *Facilitator: Joe LaBrie, SE, Regional Compliance Officer, HCAI; Monica Colosi,*
31 *Compliance Officer, HCAI; Darren Graves, Compliance Officer, HCAI; and Chris Davis,*
32 *District Structural Engineer, HCAI*

33

34 Joe LaBrie began the update by discussing the overarching theme of "Breaking Ground
35 on Groundbreaking Change," highlighting that ISU is on the verge of significant
36 improvements in productivity and efficiency within the construction inspection

1 processes. He emphasized that these changes address longstanding issues that have
2 historically hindered construction projects.

3 **Key Challenges Addressed:**

4 ○ Test, Inspection, and Observation (TIO) Process: Joe LaBrie discussed
5 the complexities of the traditional TIO process, which has often been
6 misunderstood and misused. The introduction of the electronic TIO (eTIO)
7 aims to streamline and clarify the process, making it easier for designers
8 and inspectors to engage effectively.

9 ○ Accountability and Consistency: ISU is focusing on improving
10 accountability among all stakeholders, including design professionals,
11 contractors, and inspectors. There is also a concerted effort to ensure
12 consistency in how regulations are enforced across different projects and
13 regions.

14 **HBSB Full Board** ○ Information Dissemination: Another priority is the regular distribution of
15 useful information to the industry, ensuring that all stakeholders have
16 access to the latest updates and best practices. **20 December 11 - 12, 2024**

17 **Discussions on Specific Programs and Initiatives**

18 **1. Inspection Certification Exam:**

19 ○ Joe LaBrie provided an update on the inspection certification exams
20 conducted in Los Angeles and Sacramento. The results showed a pass
21 rate of 36% in Los Angeles and 37% in Sacramento, which is
22 approximately 20% lower than in previous years. He expressed concern
23 over these results and mentioned that ISU is investigating the reasons
24 behind the decline in pass rates.

25 **2. Compliance Officer Academy:**

26 ○ A new training program, the Compliance Officer (CO) Academy, has been
27 launched to improve the training and consistency of service among
28 OSHPD's field staff. This program is scheduled to start on September 4,
29 2024, and is expected to be completed by the end of the fourth quarter of
30 2024. The goal is to enhance the efficiency and consistency of inspections
31 across the state.

32 ○ John Schreck was recognized for his leadership in organizing the
33 curriculum for this academy.

34 **3. ISU IOR Supplemental Monitoring:**

35 ○ ISU has implemented a program for supplemental monitoring of
36 Inspectors of Record (IORs) in the field. This involves monthly visits to
37 construction sites to monitor and support IORs, ensuring they meet the

1 required standards of inspection. The program aims to improve inspection
2 services and accountability among inspectors.

3 **4. IOR Utilization Program:**

- 4 ○ This new initiative is designed to connect the supply of projects needing
5 inspection with the demand for IOR services across the state. The
6 program is still in its early stages but aims to enhance transparency and
7 better utilize available resources.

8 9 **5. eTIO System:**

- 10 ○ Chris Davis (via a recorded presentation) provided a detailed walkthrough
11 of the current status of the eTIO application. He highlighted the new
12 features, including user access controls, milestone tracking, and digital
13 signatures, all designed to streamline the inspection and compliance
14 process.
- 15 ○ Internal beta testing of the eTIO system is set to begin with the ISU group,
16 with plans to expand testing to select industry users before the end of the
17 year.

18 **Informational Items**

19 The eTIO system represents a significant advancement in how inspections are
20 conducted, aiming to address the complexities of the traditional process.

21 The CO Academy and the supplemental monitoring program are key initiatives aimed at
22 improving the consistency and accountability of inspections across the state.

23 **Action Items**

- 24 • Investigate Certification Exam Results: ISU will investigate the reasons behind
25 the decline in pass rates for the inspection certification exams and take
26 necessary actions to address the issue.
- 27 • Continue Development of the CO Academy: ISU will proceed with the CO
28 Academy's training schedule, aiming for completion by the end of 2024.
- 29 • Expand eTIO System Testing: ISU will continue internal testing of the eTIO
30 system, with plans to involve external users before the end of the year.

31 Joe LaBrie concluded the update by emphasizing the importance of these initiatives in
32 enhancing the overall effectiveness and consistency of the inspection process within
33 OSHPD. He acknowledged the challenges ahead but expressed confidence in ISU's
34 ability to implement these changes successfully.

1 **13. Fire Prevention Unit (FPU) Update**

2 *Facilitator: Nanci Timmins, Chief Fire and Life Safety Officer, HCAI*

3 **Overview of Current Work and Priorities**

4 Nanci Timmins provided an update on the current initiatives and priorities of the Fire
5 Prevention Unit (FPU). She emphasized that the unit is actively engaged in several
6 critical areas, including training programs, building standards updates, stakeholder
7 education, and various committee involvements.

8
9 **Key Discussions and Input**

10 **1. Fire Life Safety Training Program:**

- 11 ○ Nanci Timmins highlighted the Fire Life Safety Training Program as one of
12 the unit's highest priorities. This program, which was formally established
13 by SB 1838 in 2006 and implemented in 2007, aims to develop the skills
14 and knowledge required for Fire Life Safety Officers (FLSOs).
- 15 ○ The program was initially designed as a two-year training course but has
16 been condensed to one year due to advancements in technology. The
17 training includes classroom instruction, plan review, field observation, and
18 mentorship. Participants must complete approximately 40 modules,
19 including exercises and quizzes, before undergoing a final assessment
20 and promotional interview.
- 21 ○ Nanci Timmins mentioned that the program has been highly successful,
22 with a 95% pass rate among participants. Additionally, 60% of the current
23 FLISO staff are graduates of this program, reflecting its importance in
24 building a skilled workforce.

25 **2. Staffing and Recruitment Challenges:**

- 26 ○ FPU currently has 22 FLISO staff members, with a significant number
27 potentially eligible for retirement in the next five years. This looming gap
28 highlights the need for continuous recruitment and training efforts to
29 maintain sufficient staffing levels to meet OSHPD mandates.
- 30 ○ Nanci Timmins discussed the historical challenges of recruiting qualified
31 candidates due to the strict requirements for FLISO positions, which
32 include two years of full time plan review or field observation experience in
33 healthcare. The training program was created to help bridge this gap by
34 providing the necessary healthcare experience to candidates who are
35 otherwise qualified.

36

1 **3. Building Standards and Code Updates:**

- 2 ○ FPU is actively involved in updating building standards and codes,
3 particularly in response to the mid-cycle code updates that take effect
4 July 1, 2025. These updates include significant changes in areas such as
5 fire retardant-treated wood, technology equipment rooms, and landscape
6 roofs.
- 7 ○ Nanci Timmins mentioned that FPU works closely with the State Fire
8 Marshal (SFM) and other stakeholders to ensure these updates are
9 implemented effectively. The unit is also involved in stakeholder training to
10 ensure that all relevant parties are aware of, and understand the new
11 standards.

12 **4. Training for New Technologies:**

- 13 ○ FPU has been conducting training on several emerging technologies,
14 including energy storage systems, robotics, and very early smoke
15 detection systems. These trainings are essential for ensuring that new
16 technologies are integrated safely and effectively into healthcare facilities.
- 17 ○ FPU also provides training on specific issues that have arisen due to
18 changes in available products, such as fire pump bypass isolation
19 switches and the removal of hazardous fire suppression agents like AFFF
20 (Aqueous Film-Forming Foam).

21 **5. Committee Involvement:**

- 22 ○ Nanci Timmins detailed her involvement in several key committees,
23 including the ICC Healthcare Committee, the ICC 1100 Committee on
24 spray-applied polyurethane foam plastics, and various SFM committees.
25 These committees are crucial for addressing cross-cutting issues that
26 affect both fire safety and broader building standards.

27 **Informational Items**

28 FPU is committed to continuing and enhancing its training programs to ensure that
29 FLSOs are well prepared to meet the demands of their roles. The unit is also exploring
30 ways to further reduce the training duration using new technologies.

31 FPU is actively working on implementing mid-cycle code updates and providing the
32 necessary training to stakeholders.

33 FPU is focusing on integrating new technologies into healthcare facilities safely, with
34 ongoing training and updates to standards.

1 **Action Items**

- 2 • Enhance Training Programs: FPU will continue to update and refine its training
3 programs, including incorporating feedback from participants and exploring new
4 technologies to improve the training experience.
- 5 • Address Staffing Challenges: FPU will focus on recruiting and training new staff
6 to ensure that the unit can meet future demands, particularly in light of potential
7 retirements.
- 8 • Implement Code Updates: FPU will work closely with the SFM and other
9 stakeholders to implement the mid-cycle code updates and provide the
10 necessary training to ensure compliance.
- 11 • Monitor and Train on New Technologies: FPU will continue to monitor the
12 integration of new technologies into healthcare facilities and provide training to
13 ensure these technologies are used safely and effectively.

14 Nanci Timmins concluded the update by acknowledging the ongoing challenges and
15 opportunities within FPU. She emphasized the unit's commitment to maintaining high
16 standards of fire prevention and safety in California's healthcare facilities and thanked
17 the Board for their continued support.

18

19 **14. Structural Services Section Update**

20 *Facilitator: Roy Lobo, PhD, SE, Principal Structural Engineer, HCAI*

21 **Overview of Seismic Compliance and Structural Support**

22 Roy Lobo presented the update for the Structural Services Section, which includes the
23 Seismic Compliance Unit and the Structural Support Unit. The primary focus was on the
24 progress and challenges related to seismic compliance for healthcare facilities across
25 California.

26 **Key Discussions and Input**

27 **1. Seismic Compliance for SPC-1 and SPC-2 Buildings:**

- 28 ○ Roy Lobo reiterated the ongoing challenge with SPC-1 buildings, which
29 are at the highest risk during seismic events. As of the meeting, there
30 were still 39 SPC-1 buildings that had not been upgraded to a higher
31 structural performance category. Despite several extensions, the most
32 recent being under AB 2190, progress has been slow, and some facilities
33 are now facing fines for non-compliance.
- 34 ○ SPC-2 Compliance: The update also covered SPC-2 buildings, particularly
35 SPC-2H (high-risk) and SPC-2S (standard). Approximately 700 buildings
36 in these categories are non-conforming and need to be upgraded to SPC-

1 4D or removed from service by the January 1, 2030, deadline. Efforts are
2 ongoing to encourage and assist these facilities in meeting the required
3 compliance milestones.

4 **2. Non-Structural Performance Compliance (NPC):**

- 5 ○ Roy Lobo emphasized the critical nature of non-structural components in
6 ensuring that hospitals remain operational after an earthquake. Although
7 there has been significant progress, with no buildings remaining in NPC-1,
8 about 50% of facilities are still in NPC-2. These facilities need to upgrade
9 to NPC-3 or NPC-4 by 2030 to continue providing services.
- 10 ○ AB 1882 Submissions: The discussion highlighted that a significant portion
11 of facilities did not meet the January 1, 2024, deadline for submitting NPC
12 compliance evaluation reports. About 32% of facilities failed to submit the
13 required documentation for NPC-4D or NPC-5, which includes a water
14 rationing plan.

15 **3. Small and Rural Hospital Seismic Relief Program:**

- 16 ○ Roy Lobo provided an update on the grant program aimed at small and
17 rural hospitals, which is funded by a tax on tobacco sales. The program
18 has seen 38 applications, with 26 approved and 12 pending finalizations.
19 The grant money is specifically targeted at helping these facilities achieve
20 seismic compliance, which will allow them to continue operating beyond
21 2030.

22 **4. Pre-Approval Programs and Code Updates:**

- 23 ○ OSP and OPM Reviews: The Structural Support Unit has made significant
24 progress in processing pre-approvals for various building components.
25 The number of outstanding reviews has decreased, and the unit is
26 keeping pace with new submissions. However, recent changes to the
27 ASCE 7-22 standards have introduced more complex equations for
28 calculating forces on non-structural components, affecting existing pre-
29 approvals.
- 30 ○ Geotechnical Reports: The unit is also responsible for evaluating
31 geotechnical reports, with an average of one new or revised report being
32 submitted each week. This ensures that building foundations and other
33 critical aspects are adequately designed to withstand seismic forces.
- 34 ○ Seismic Instrumentation Program: The update included progress on the
35 seismic instrumentation program, which involves installing sensors in
36 healthcare facilities to monitor their performance during earthquakes. The
37 data collected is vital for improving future building designs.

5. Emerging Issues and Future Work:

- Embodied Carbon in Building Materials: The discussion briefly touched on the emerging focus on reducing the carbon footprint of building materials, such as cement and steel, used in healthcare facility construction. This is part of a broader industry trend towards sustainability, with the aim of achieving net-zero carbon emissions by 2050.

Informational Items

Facilities still face significant challenges in meeting seismic compliance deadlines, particularly those in SPC-1 and SPC-2 categories.

Continued efforts are needed to ensure that facilities upgrade their non-structural components to meet the 2030 deadline.

These programs are critical in supporting facilities that might otherwise struggle to achieve seismic compliance.

Action Items

- Monitor SPC and NPC Compliance: The unit will continue to monitor and assist facilities in meeting the seismic and non-structural compliance deadlines.
- Advance Pre-Approval Processes: The Structural Support Unit will work to streamline the pre-approval process, particularly in light of new code requirements.
- Expand Seismic Instrumentation: The unit will continue to expand the seismic instrumentation program, focusing on high-risk areas.

Dr. Lobo Roy concluded the update by acknowledging the ongoing challenges in seismic compliance but expressed confidence that with continued effort and support, more facilities will meet the required standards. The Structural Services Section remains committed to ensuring the safety and resilience of California's healthcare infrastructure.

15. HBSB Chair and Vice-Chair Election

Facilitator: Louise Belair, Board Chair

Louise Belair initiated the election process for the HBSB Chair and Vice-Chair positions, noting that the Board was prepared to move forward with the election after a brief break in the meeting. She handed over the facilitation of the election process to Michael Foulkes, who oversaw the proceedings.

1. Nominations:

- Michael Foulkes formally moved to nominate Jim Malley as the incoming Chair of the Board and Scott Mackey as the incoming Vice-Chair. This

1 nomination was made as a slate, meaning both individuals were proposed
2 and voted on together as a package.

- 3 ○ Teresa Endres, a Board member, seconded the motion, officially placing it
4 before the Board for discussion and a vote.

5 **Discussion:**

6 After the nominations were made, Louise Belair opened the floor for any comments or
7 discussions from the Board members or the public. However, there were no additional
8 comments or objections raised during this period.

9 Louise Belair reiterated that the motion was to elect Jim Malley as Chair and
10 Scott Mackey as Vice-Chair, with their terms set to begin on January 1, 2025.

11 **2. Voting:**

- 12 ○ The motion was put to a vote, with Louise Belair asking all those in favor
13 to say "aye." The motion was passed with unanimous approval from those
14 present, except for Scott Mackey, who abstained from voting due to his
15 involvement in the election.

16 **3. Result Announcement:**

- 17 ○ Following the successful vote, Louise Belair congratulated Jim Malley and
18 Scott Mackey on their upcoming roles as Chair and Vice-Chair,
19 respectively. She noted that their terms would last for two years, beginning
20 in January 2025. Louise Belair expressed confidence in their leadership
21 and thanked the committee responsible for overseeing the nominations
22 and election process.

23 24 **Informational and Action Items**

25 **• Informational Items:**

- 26 ○ The new leadership for the Board will officially begin their roles on January
27 1, 2025. The current Chair, Louise Belair, noted that she was pleased to
28 hand over the responsibilities to Jim Malley and Scott Mackey, expressing
29 trust in their capabilities to lead the Board.
- 30 ○ The election process was straightforward, with clear support from the
31 Board members and no public objections or concerns raised during the
32 meeting.

33 **• Action Items:**

- 34 ○ The transition to the new Chair and Vice-Chair will be prepared over the
35 coming months to ensure a smooth handover of responsibilities.

- 1 ○ The Board will likely hold a subsequent meeting closer to the end of the
- 2 year to finalize any remaining details regarding the transition of leadership.

3 **16. Comments from the Public/Board Members on issues not on this agenda**

4 *Facilitator: Louise Belair, Board Chair*

5 Louise Belair opened the floor for any final comments or questions from both the public
6 and board members regarding issues not specifically listed on the agenda. She
7 acknowledged that it had been a long day but emphasized the importance of addressing
8 any additional concerns or observations before the meeting adjourned.

9 **Comments and Input**

10 **1. Acknowledgment of Staff Efforts:**

- 11 ○ Louise Belair took the opportunity to thank the staff, particularly
- 12 Evelt Torres and Marcus Palmer, for their efforts in preparing and
- 13 facilitating the meeting. She praised them for ensuring that the meeting
- 14 ran smoothly and for arranging lunch for the attendees, which she noted
- 15 as a thoughtful gesture that contributed to the positive atmosphere of the
- 16 meeting.

17 **2. Additional Public Comments:**

- 18 ○ There were no further comments or questions from the public.

19 **3. Board Members' Comments:**

- 20 ○ There were no further comments or questions from the board members.

21 **Informational Items**

22 The recognition of the staff's contributions highlighted the importance of their behind-
23 the-scenes work in ensuring the success of the meeting. This serves as a reminder of
24 the critical role that support staff play in the functioning of such meetings.

25 **Action Items**

- 26 • None.

27 Louise Belair expressed her gratitude to everyone for their participation and
28 contributions throughout the day, ensuring a productive and efficient meeting.

29

30 Comments from the public/board members not on this agenda

31 *Facilitator: Louise Belair, Board Chair*

- 32 • None.

1

2 **17. Adjournment**

Education and Outreach Committee

Draft Meeting Report/Minutes

August 1, 2024

September 26, 2024

This page left intentionally blank.



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



**Hospital Building Safety Board
Education and Outreach Committee**

**Thursday, August 1, 2024
10:00 a.m. – 2:00 p.m.**

Locations:

2020 West El Camino Ave, Conference Room 930, Sacramento, CA 95833
355 South Grand Avenue, Conference Room 1901, Los Angeles, CA 90071
Teams Meeting Access; Meeting ID: 222 564 840 521; Passcode: TSXypi
Call in: (916) 535-0978; Phone Conference ID: 314 139 717#

Committee Members Present

Scott Mackey, Chair
Cody Bartley, Vice-Chair
Louise Belair
Janice Cheung
Michael Davis
Gary Dunger
Teresa Endres
Courtney Johnson
Jim Malley

Consulting Members Present

Bruce Rainey
Bill Zellmer

HCAI Staff Present

Arash Altoontash
Richard Tannahill
Monica Colosi
Darren Graves
Joe LaBrie
Mia Marvelli
Nanci Timmins
Andria Farzaneh, Attorney

HBSB Staff Present

Veronica Yuke, Executive Director
Marcus Palmer
Evet Torres

- 1 **1. Call to Order and Welcome**
- 2 **Facilitator:** Scott Mackey, Chair
- 3 Scott Mackey called the session to order at 10:00 a.m., after a brief introduction and
- 4 welcome.

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

2 **Facilitator:** Veronica Yuke, 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. Review and approve the draft May 22, 2024, meeting report/minutes**

7 **Facilitators:** Scott Mackey

8 Scott Mackey reviewed the highlights from the previous meeting.

9 **Motion: [Bartley/Malley]**

10 The committee unanimously voted to approve the draft May 22, 2024, meeting report.

11

12 **4. Report on the Preapproved Fabricated Components and Systems webinar held**
13 **on June 25, 2024**

14 **Facilitator:** Cody Bartley, Committee Vice-Chair (or designees)

15 Cody Bartley provided an update on the webinar held on June 25, 2024, which was
16 well-received with 393 participants, though some questions remained unanswered. The
17 committee discussed the possibility of a follow-up session to address these outstanding
18 queries and the importance of continuing to develop resources that cater to industry
19 needs.

20 **Discussion:**

- 21
- 22 • Cody Bartley reported on the success of the webinar, highlighting strong
23 attendance and engagement, though not all questions were addressed during the
24 session.
 - 25 • Discussions ensued about the need for a follow-up webinar to address
26 unanswered questions and continue the dialogue.
 - 27 • Michael Davis provided positive feedback, emphasizing the value of collaboration
28 between industry members and OSHPD staff.

29 **5. Update on the Policy Intent Notice (PIN) 50 – Integrated Review webinar**

30 **Facilitator:** Gary Dunger, Committee member

31 Gary Dunger confirmed that preparations for the PIN 50 webinar were on track. The
32 session aims to clarify the integrated review process using the OSHPD Electronic
33 Services Portal. Monica Colosi detailed the outreach efforts, including the use of
34 LinkedIn and daily tips to promote the event.

1 **Discussion:**

- 2 • Gary Dunger confirmed the webinar is on track, with preparations including a
3 mock project demonstration to show integrated review processes.
- 4 • Monica Colosi outlined the outreach plans, starting with a "Tip of the Day"
5 campaign on September 5th.
- 6 • Teresa Endres raised questions about whether PIN 50 was being revised or just
7 explained in the webinar.

8
9 **6. Report on the California Administrative Proficiency (CAP) Training webinar**

10 **Facilitator:** Monica Colosi, Compliance Officer, HCAI

11 Monica Colosi and Darren Graves reported on the recent CAP training webinars and
12 exams. The first round saw a 39% pass rate, which was considered a reflection of the
13 field's current knowledge level. The committee discussed potential improvements,
14 including more accessible training options and the possibility of expanding exam
15 locations. The importance of maintaining high standards for certification was
16 emphasized, despite the lower pass rate.

17 **Discussion:**

- 18 • Monica Colosi and Darren Graves reported on the CAP Training process, noting
19 a 39% pass rate from the July 2024 exam.
- 20 • Teresa Endres inquired about the possibility of offering the exam through an
21 external testing service, which would involve a fee.
- 22 • Scott Mackey encouraged maintaining the current no-charge, in-person format
23 but suggested improvements in the preparation process to increase pass rates.
- 24 • The correct title is "Construction Administration Proficiency (CAP) Training and
25 Certification."

26
27 **7. Report on the Inspect-to-Pass Approach to Field Inspections webinar**

28 **Facilitator:** Michael Davis, Committee Member

29 Michael Davis presented an outline for a future webinar on the "Inspect-to-Pass"
30 approach, aimed at fostering a collaborative, proactive mindset among Inspectors of
31 Record (IORs). The committee discussed the importance of a positive framing of the
32 concept and agreed to form a Subcommittee to develop the webinar further. There was
33 also discussion on potentially renaming the concept to better convey its intent, such as
34 "Inspect-for-Success."

35

1 **Discussion:**

- 2 • Michael Davis presented an outline for a potential "Inspect-to-Pass" webinar,
3 focusing on fostering a collaborative and proactive approach to inspections.
- 4 • Joe LaBrie emphasized the need for a broader project team buy-in, not just the
5 IORs, to ensure successful outcomes.
- 6 • Gary Dunger and Cody Bartley volunteered to contribute to the development of
7 this webinar.
- 8 • A discussion arose about possibly renaming the webinar to convey a more
9 positive connotation, such as "Inspect for Success."
- 10 • The committee voted to form a Subcommittee to further develop the webinar,
11 with potential involvement from various stakeholders, including OSHPD staff and
12 Board members.

13

14 **8. Update on OSHPD 6 Chemical Dependency Recovery Hospitals**

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

16 Mia Marvelli presented the draft CAN (Code Application Notice) for OSHPD 6 Chemical
17 Dependency Recovery Hospitals, highlighting the integration of this new facility type into
18 existing codes. The committee discussed the challenges of defining and regulating
19 these facilities, particularly concerning reimbursement and alignment with healthcare
20 regulations. It was suggested that a future Advisory Guide or webinar might be
21 necessary as more facilities are developed.

22 **Discussion:**

- 23 • Mia Marvelli presented the proposed CAN for OSHPD 6, explaining its role and
24 the flexibility provided within the code.
- 25 • Bill Zellmer raised numerous questions about the practical implementation of
26 Chemical Dependency Recovery Hospitals (CDRHs), including issues related to
27 reimbursement, facility requirements, and occupancy classification.
- 28 • The discussion highlighted the need for further exploration and potential
29 development of a detailed Advisory Guide or webinar to address these
30 complexities.

31

32 **9. Update on PINs, CANs, and Advisory Guides**

33 **Facilitator:** Mia Marvelli

34 Mia Marvelli, the Building Standards Unit Supervisor, provided an extensive update on
35 the progress and recent publications of Project Information Notices (PINs), CANs, and
36 Advisory Guides. She detailed the recent reissuing of several key documents, including

1 CAN 1-0, which clarifies the effective dates of the California Administrative Code
2 following its filing with the Secretary of State. This update was essential to align with the
3 July supplement and maintain clarity on code enforcement timelines.

4 **Discussion:**

- 5 • Mia Marvelli discussed CAN 2-108, which addresses Temporary/Interim
6 Structures, Tents, and Equipment Uses. This notice was significant because it
7 provided detailed guidelines on the use of temporary tents, a particularly
8 pertinent issue during emergencies, and set limits on extensions for their use.
- 9 • A critical update was made to CAN 3-517, which pertains to healthcare
10 microgrids being considered as Type I Essential Electrical System (EES)
11 sources. This update, developed by Senior Electrical Engineer Jamie Schnick,
12 aimed to ensure that microgrids meet the minimum standards for reliability in
13 healthcare settings.
- 14 • Further updates included revisions to the Non-Material Alterations (NMA) CAN,
15 which now incorporates supplemental changes and provides clearer instructions
16 on handling full-size sheets submitted as NMAs.
- 17 • PIN 74 was updated to bridge gaps before the release of the supplemental code,
18 with relevant information being incorporated into Advisory Guide A6. Mia Marvelli
19 emphasized the collaborative effort in these updates, highlighting contributions
20 from various engineers and staff members.
- 21 • Scott Mackey actively engaged in the discussion, asking for clarifications and
22 providing feedback on the updates, particularly concerning the inclusion of terms
23 in the glossary. He also showed appreciation for the thoroughness of the
24 updates.
- 25 • Bill Zellmer was particularly involved in the discussion regarding the Chemical
26 Dependency Recovery Hospital CAN, raising important questions about the
27 classification and practical implications of the proposed changes. He also
28 expressed his support for the efforts made by the staff in developing these
29 documents.
- 30 • Richard Tannahill provided insight into the challenges and considerations in
31 developing the CANs, particularly the Remodel CAN, and contributed to the
32 discussion on the advisory guides. He also providing insight into the structural
33 steel QA/QC PIN. Richard Tannahill supported the overall progress and offered
34 assistance in the continued development of these documents.

35
36 **10. Prioritize development of future educational programs**

37 **Facilitator:** Mia Marvelli

1 Mia Marvelli facilitated a discussion on the prioritization and development of future
2 educational programs. She outlined the necessity for strategic planning in the creation
3 of these programs, emphasizing the importance of aligning them with current needs and
4 emerging trends within the hospital safety and compliance sectors.

5 **Discussion:**

- 6 • Mia Marvelli highlighted the collaborative efforts involved in gathering feedback
7 from various stakeholders, including members of the committee, healthcare
8 professionals, and public representatives. This feedback was crucial in identifying
9 key areas where educational outreach could be most impactful. She also
10 mentioned the ongoing process of working with other departments to ensure that
11 the content of these programs is relevant, up-to-date, and addresses the specific
12 challenges faced by the healthcare community.
- 13 • There was an emphasis on ensuring that these programs are flexible enough to
14 adapt to new information and the evolving needs of the healthcare industry.
- 15 • Overall, the session on prioritizing future educational programs underscored the
16 committee's commitment to enhancing knowledge dissemination and ensuring
17 that all stakeholders are equipped with the necessary tools and information to
18 maintain and improve hospital safety standards. This approach reflects a
19 proactive stance in addressing the educational needs of the healthcare
20 community, ensuring that programs are not only relevant but also effectively
21 contribute to the broader goal of improving patient care and safety in hospitals
22 across the state.
- 23 • Jim Malley acknowledged the importance of the programs being developed,
24 expressing that they should be relevant to a wide audience within the healthcare
25 community. He highlighted the necessity of making these programs adaptable to
26 ensure they remain effective as industry standards and practices evolve.
- 27 • Louise Belair supported the approach, noting that flexibility in the educational
28 content is crucial. She emphasized that these programs should be able to
29 respond to changes in regulations, technology, and industry best practices to
30 maintain their relevance and utility.
- 31 • The discussion underscored the committee's commitment to creating educational
32 resources that are not only comprehensive and accessible but also capable of
33 evolving alongside the industry they serve.

34
35 **11. Comments from the Public/Committee Members on Issues not on Agenda**

36 **Facilitator:** Scott Mackey

37 Scott Mackey focused on gathering comments from the public and committee members
38 on issues that were not included on the formal agenda.

1 **Discussion:**

- 2 • Teresa Endres took this opportunity to share details of a recent OSHPD
3 presentation she and Richard Tannahill conducted for the AIA Central Valley
4 Academy of Architecture for Health. Their presentation aimed to clarify the
5 differences between OSHPD and HCAI and highlighted the role of the Hospital
6 Building Safety Board. The session was well-received, prompting interest from
7 other AIA chapters across California, leading Teresa to propose the idea of
8 making such presentations a more formal and recurring outreach effort.
- 9 • Scott Mackey expressed his support for this idea, emphasizing the importance of
10 education and outreach in the committee's mission. He agreed that such a
11 program would align well with the committee's goals and encouraged further
12 development of this initiative, suggesting that the committee could offer support
13 in making these presentations more formalized and accessible to a broader
14 audience.
- 15 • The consensus among the committee members reflected a shared commitment
16 to these outreach activities, recognizing them as vital to ensuring that the public
17 and industry professionals are well-informed about the committee's work and the
18 regulatory environment. This discussion underscored the committee's ongoing
19 dedication to enhancing public understanding and engagement through
20 education and proactive communication.

21
22 **12. Adjournment**

23 **Facilitators:** Scott Mackey

24 The meeting concluded with Scott Mackey facilitating the adjournment. He
25 acknowledged the efforts of the committee members, HCAI staff, and the public for their
26 participation and contributions throughout the meeting. He emphasized the importance
27 of the discussions held and reiterated the committee's commitment to supporting the
28 hospital safety community through educational initiatives and outreach.

29
30 The meeting adjourned at approximately 12:40 p.m.

This page left intentionally blank.



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



**Hospital Building Safety Board
Education and Outreach Committee**

**Thursday, September 26, 2024
10:00 a.m. – 4:00 p.m.**

Locations: 2020 West El Camino Ave, Conference Room 930, Sacramento, CA 95833
355 South Grand Avenue, Conference Room 1901, Los Angeles, CA 90071
Teams Meeting Access; Meeting ID: 222 564 840 521; Passcode: TSXypi
Call in: (916) 535-0978; Phone Conference ID: 314 139 717#

Committee Members Present

Scott Mackey, Chair
Cody Bartley, Vice-Chair
Louise Belair
Janice Cheung
Michael Davis
Gary Dunger
Burt Hurlbut
Courtney Johnson
Jim Malley

HCAI Staff Present

Chris Tokas
Arash Altoontash
Monica Colosi
Darren Graves
Mia Marvelli
Diana Navarro
Jamie Schnick
Nanci Timmins
Andia Farzaneh

Consulting Members Present

Kelly Martinez
Bill Zellmer

HBSB Staff Present

Veronica Yuke, Executive Director
Marcus Palmer
Evelt Torres

- 1 **1. Call to Order and Welcome**
- 2 **Facilitator:** Scott Mackey, AIA, NCARB, APEC, Design Manager, Hensel Phelps;
- 3 Committee Chair (or designee)

1 Scott Mackey called the meeting to order at 10:00 a.m. and welcomed the participants.
2 The agenda was introduced, and a roll call was initiated.

3

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

5 **Facilitator:** Veronica Yuke, Executive Director

6 Veronica Yuke conducted the roll call, confirming attendance for committee members
7 and HCAI staff, establishing a quorum.

8

9 **3. Review and approve the draft August 1, 2024, meeting report/minutes**

10 **Facilitator:** Scott Mackey (or designee)

11 Scott Mackey presented the minutes from the August 1, 2024, meeting, emphasizing
12 the following key discussions:

- 13 • Preapproved Fabricated Components Webinar: Held on June 25, 2024, this
14 webinar had 393 attendees. The session covered compliance and integration of
15 preapproved components, but many technical questions went unanswered. A
16 follow-up session was proposed to address these issues.
- 17 • CAP Training Webinar: The California Administrative Proficiency (CAP) training
18 webinar resulted in a 39% pass rate. This led to discussions on improving
19 accessibility to training and potential exam location expansions to support
20 professionals in more regions.
- 21 • Inspect-to-Pass Webinar: A proactive webinar was proposed to ensure
22 Inspectors of Record (IORs) and project teams collaborate for better inspection
23 outcomes. Suggestions were made to rename the initiative for a more positive
24 framing, such as Inspect for Success.
- 25 • Policy Intent Notice (PIN) 50 Webinar: A webinar focused on the integrated
26 review process for hospital projects using the OSHPD Electronic Services Portal.

27 **Discussion:**

- 28 • Cody Bartley emphasized the need for follow-up webinars to address unresolved
29 questions, especially for the Preapproved Fabricated Components Webinar.
- 30 • Jim Malley agreed and proposed including real-world case studies in future
31 sessions to help participants better understand the application of preapproved
32 components.

33 **Action:**

34 A motion to approve the August 1, 2024, meeting minutes was made by Cody Bartley
35 and seconded by Jim Malley. The motion was unanimously approved.

1 **4. Update on Policy Intent Notice (PIN) 50 – Integrated Review Webinar**

2 **Facilitators:** Diana Navarro, Supervisor, HCAI

3 Diana Navarro presented an overview of the PIN 50 Integrated Review Webinar held on
4 September 25, 2024, which had 530 registered participants and 324 attendees. The
5 session aimed to streamline the integrated review processes, especially structural
6 reviews, through the use of the OSHPD Electronic Services Portal.

- 7
 - Key Feedback: While the presentation was well received, participants suggested
8 extending the Q&A session for more detailed responses to complex questions.

9 **Discussion:**

- 10
 - Scott Mackey inquired whether the portal's functionalities were fully explained in
11 the webinar.
 - Diana Navarro confirmed that the session covered the basics but acknowledged
12 that some advanced features required more attention. Additional training
13 sessions may be needed to address these features.
 - Michael Davis recommended conducting hands-on demonstrations in future
14 webinars, allowing participants to submit mock projects through the portal.
 - Cody Bartley stressed the importance of addressing all participant queries and
15 suggested organizing longer Q&A periods to cover advanced topics.
16
17
18

19 **Action:**

- 20
 - The committee agreed to schedule additional training sessions focused on
21 advanced functionalities of the portal, with more interactive components such as
22 live demonstrations.
23

24 **5. Review of Participant Feedback from the Preapproved Fabricated Components
25 and Systems Webinar**

26 **Facilitator:** Scott Mackey

27 Scott Mackey reviewed feedback from the June 25, 2024, webinar, which focused on the
28 use of preapproved fabricated components in hospital projects. While the webinar had a
29 strong attendance, many technical questions were left unanswered due to time
30 constraints.

- 31
 - Key Participant Feedback: Attendees sought further clarification on compliance
32 requirements, especially for seismic compliance when integrating preapproved
33 components into hospital retrofitting projects.

34 **Discussion:**

- 35
 - Michael Davis emphasized the need for more technical depth in future sessions
36 to address these complex questions.

- 1 • Scott Mackey suggested developing case studies to showcase successful
2 integrations of prefabricated systems into hospital settings, especially in seismic
3 zones.
- 4 • Gary Dunger raised concerns about how preapproved components comply with
5 current code requirements, especially during retrofitting projects in existing
6 hospitals. He recommended that future webinars provide detailed guidelines on
7 this matter.
- 8 • Cody Bartley proposed creating a formal FAQ document to address the most
9 common questions raised during the session, which could be shared prior to any
10 follow-up webinar.

11 **Action:**

- 12 • The committee decided to plan a follow-up webinar to address unresolved
13 technical questions, with a focus on seismic compliance and real-world case
14 studies.
- 15 • An FAQ document will be drafted to support the follow-up webinar and
16 disseminated to participants in advance.

17

18 **6. Update on the Inspect-to-Pass Approach to Field Inspections Webinar**
19 **Subcommittee**

20 **Facilitators:** Michael Davis, CHI, Senior Consultant, DavisHBC, Inc.; Committee
21 Member

22 Michael Davis provided an update on the Inspect-to-Pass Webinar being developed by
23 the subcommittee. The webinar focuses on promoting collaborative efforts between
24 Inspectors of Record (IORs) and project teams to ensure that inspections result in
25 proactive compliance.

26 **Discussion:**

- 27 • The subcommittee discussed renaming the initiative to something more positive,
28 such as Inspect for Success, to reflect the webinar’s focus on teamwork and
29 collaboration.
- 30 • Scott Mackey emphasized the importance of highlighting successful projects
31 where collaboration between IORs and project teams resulted in smoother
32 inspection outcomes.
- 33 • Gary Dunger agreed and suggested that the webinar include open discussion
34 periods where inspectors can share their challenges and successes.
- 35 • Joe LaBrie added that buy-in from the entire project team is crucial, not just the
36 IORs. He recommended expanding the audience for the webinar to include
37 architects and engineers.

38

1 **Action:**

- 2 • The subcommittee will incorporate case studies and interactive discussion
3 periods into the Inspect-to-Pass Webinar to promote collaboration and highlight
4 success stories.
5 • Scott Mackey tasked the subcommittee with finalizing the content and scheduling
6 the webinar for early 2025.
7

8 **7. Update on PINs, Code Advisory Notices (CANs), and Advisory Guides**

9 **Facilitators:** Mia Marvelli, Supervisor, HCAI

10 Mia Marvelli updated the committee on recent publications of PINs, CANs, and Advisory
11 Guides. Key publications included CAN 1-0 (clarifying effective dates for the California
12 Administrative Code) and CAN 2-108 (guidelines for temporary structures like tents
13 during emergencies).

14 **Discussion:**

- 15 • Scott Mackey suggested that the committee offer more training on these updates
16 through webinars or workshops.
17 • Mia Marvelli confirmed that her team is working on webinar development to
18 explain these documents, including updates on healthcare microgrids and non-
19 material alterations (NMA).
20 • Bill Zellmer raised concerns about the practical implementation of microgrids in
21 healthcare settings, particularly their reliability in emergencies. Jamie Schnick
22 addressed this by explaining that the microgrids meet Type I Essential Electrical
23 Systems (EES) standards.

24 **Action:**

- 25 • The committee will develop a webinar to explain the implications of these new
26 PINs and CANs, particularly in relation to microgrids and temporary structures.
27

28 **8. Exploring Program Flex Unit Collaboration with the California Department of**
29 **Public Health (CDPH)**

30 **Facilitator:** Scott Mackey

31 The committee discussed the potential for collaborating with CDPH to develop a
32 Program Flex Unit that would streamline the regulatory approval process for healthcare
33 projects.

34 **Discussion:**

- 35 • Kelly Martinez highlighted the need for clearer guidelines on Program Flex
36 approvals, suggesting that HCAI and CDPH should work together to create a
37 consistent approval process.

- 1 • Mia Marvelli mentioned that an Advisory Guide is being developed to provide
2 more detailed instructions on Program Flex and Alternate Methods of
3 Compliance (AMC).

4 **Action:**

- 5 • The committee will collaborate with CDPH to draft a joint Program Flex Guide
6 and plan a webinar to introduce the new process to stakeholders.

7
8 **9. Exploring the Development of a Small and Rural Hospital Relief Program**
9 **Webinar**

10 **Facilitator:** Scott Mackey

11 The committee explored the idea of creating a Small and Rural Hospital Relief Program
12 Webinar to educate smaller hospitals on funding opportunities for seismic retrofitting
13 and infrastructure improvements.

14 **Discussion:**

- 15 • Chris Tokas explained that the recent \$50 million funding for small and rural
16 hospitals creates an opportunity for better outreach.
17 • Bill Zellmer and Cody Bartley offered to assist in the development of the webinar
18 to ensure that eligible hospitals can access this funding.

19 **Action:**

- 20 • A webinar will be developed to guide small and rural hospitals through the
21 funding application process for seismic compliance and infrastructure
22 improvements.

23
24 **10. Explore the opportunity to create a guide for dealing with climate change**

25 **Facilitator:** Scott Mackey

26 The committee discussed the creation of a guide to address the impact of climate
27 change on healthcare facilities. Scott Mackey opened the floor for comments on how
28 climate change is affecting healthcare facilities, particularly in California.

29 **Discussion:**

- 30 • Gary Dunger suggested that the guide should provide specific recommendations
31 for reducing energy consumption, particularly in older hospital buildings. He
32 noted the increasing pressure on healthcare facilities to comply with new energy
33 efficiency standards.
34 • Jim Malley emphasized the importance of addressing seismic resilience in
35 conjunction with climate change impacts, stating that as climate-related events

1 increase in frequency, hospitals must be equipped to handle multiple types of
2 emergencies (e.g., wildfires, earthquakes, power outages).

- 3 • Kelly Martinez added that wildfire smoke and airborne pollutants are becoming
4 major concerns for healthcare facilities. She proposed that the guide should offer
5 practical solutions for improving indoor air quality and suggested including
6 information on advanced filtration systems and air circulation methods to
7 minimize the impact on patient care.
- 8 • Bill Zellmer raised the need for aligning the climate change guide with existing
9 regulations in the state, such as those from the California Energy Commission
10 and California Air Resources Board (CARB), to ensure hospitals comply with
11 broader regulatory frameworks.
- 12 • Cody Bartley proposed including case studies in the guide that demonstrate
13 successful strategies healthcare facilities have used to mitigate the effects of
14 climate change. These case studies could help guide other facilities in adapting
15 to similar challenges.

16 **Action:**

- 17 • The committee agreed to initiate the development of a Climate Change Guide
18 that would focus on strategies to enhance hospital resilience in the face of
19 climate-related risks. The following actions were decided:
 - 20 ○ A subcommittee will be formed to develop the guide, which will include
21 contributions from energy experts, facility managers, and HCAI staff.
 - 22 ○ Scott Mackey tasked the subcommittee with gathering feedback from
23 healthcare facilities that have already implemented climate adaptation
24 strategies, particularly regarding energy efficiency and air quality
25 management.
 - 26 ○ The subcommittee was also charged with identifying best practices and
27 innovative technologies that can be included in the guide, with the goal of
28 producing a comprehensive resource by mid-2025.

29
30 **11. Explore the opportunity to create a guide for dealing with climate change**

31 **Facilitator:** Scott Mackey

32 The committee discussed prioritizing the development of various educational programs
33 aimed at addressing current and emerging challenges within the hospital and healthcare
34 sectors. These programs will serve to educate and inform healthcare professionals,
35 design teams, and facility operators on critical topics such as regulatory compliance,
36 best practices, and innovation in healthcare facility design and operation. The following
37 key areas were identified for program development:

1 **a. Classification of Imaging Procedures into Class 1, 2, and 3**

2 This program would focus on educating healthcare professionals about the
3 classification of imaging procedures, particularly those classified as Class 1,
4 Class 2, and Class 3. Understanding these classifications is essential for
5 ensuring that hospitals are in compliance with HCAI guidelines and for planning
6 spaces that align with the regulatory requirements for each class.

7 **Discussion:**

- 8 ○ Jim Malley noted that a clear understanding of these classifications is
9 critical for healthcare facility design, especially in facilities with high
10 volumes of diagnostic imaging. He recommended providing case studies
11 on hospitals that have successfully integrated these classifications into
12 their design and operations.

13 **Action:**

- 14 ○ The committee agreed to move forward with the development of an
15 educational program on this topic, including the creation of a guide that
16 outlines the specific requirements for each imaging class.
17

18 **b. Tips on How to Work with HCAI in the Field**

19 The committee acknowledged the importance of creating an educational
20 program that offers practical tips for working with HCAI in the field. This program
21 would target design professionals, inspectors, and project teams, helping them
22 better understand HCAI's role in hospital construction and regulatory
23 compliance.

24 **Discussion:**

- 25 ○ Louise Belair emphasized the need for clear communication between
26 project teams and HCAI staff to ensure smoother project approvals and
27 timely compliance checks. She proposed creating video tutorials as part of
28 this program to provide visual demonstrations of field inspections.
29 ○ Scott Mackey suggested that the program should include best practices
30 for communicating with HCAI field inspectors and design professionals
31 during site inspections.

32 **Action:**

- 33 ○ The committee decided to begin developing content for this program,
34 starting with a workshop-style webinar featuring insights from both HCAI
35 inspectors and field professionals.
36

1 **c. How to Write a Functional and Operational Program for CDPH Approval**

2 This program will help healthcare professionals, architects, and designers
3 understand the process for writing functional and operational programs that are
4 easier for CDPH to review and approve. The goal is to improve the quality and
5 efficiency of program submissions, streamlining the approval process.

6 **Discussion:**

- 7 ○ Teresa Endres and Kelly Martinez took the lead in discussing the
8 complexities of the CDPH approval process, emphasizing that many
9 submissions fail because they lack clarity or do not align with CDPH
10 expectations. They proposed offering sample templates and guidelines to
11 assist professionals in writing functional programs.

12 **Action:**

- 13 ○ Teresa Endres and Kelly Martinez were assigned to develop this program,
14 which will include detailed guides and templates to ensure consistency in
15 submissions. The committee will also offer training sessions to walk
16 through these templates.

17
18 **d. Develop a formal Design-Professional Mentorship Program with HCAI**

19 The committee explored the idea of establishing a formal mentorship program
20 for design professionals working on healthcare facility projects. The program
21 would pair experienced HCAI staff or board members with less-experienced
22 architects and designers, providing them with the guidance they need to
23 navigate HCAI's regulatory landscape.

24 **Discussion:**

- 25 ○ Kelly Martinez shared that mentorship programs are crucial in ensuring
26 younger professionals understand the intricacies of healthcare regulations.
27 This mentorship would help new designers avoid common mistakes during
28 the project submission and inspection processes.
29 ○ Scott Mackey supported this initiative, noting that mentorship would
30 reduce the number of resubmissions due to minor errors and ultimately
31 help streamline the approval process.

32 **Action:**

- 33 ○ The committee approved the development of a Design-Professional
34 Mentorship Program. Teresa Endres and Kelly Martinez volunteered to
35 spearhead the mentorship program, with an initial pilot expected to launch
36 in 2025. The program will include a formal structure for pairing mentors
37 and mentees, as well as resource materials to support the mentorship
38 process.

1 **e. 2025 Educational Seminar**

2 The committee briefly discussed the planning of a large-scale 2025 educational
3 seminar, which would bring together key stakeholders in the healthcare
4 construction and design community. The seminar would focus on new
5 regulations, innovations, and compliance strategies.

6 **Discussion:**

- 7 ○ Scott Mackey suggested that the seminar should feature breakout
8 sessions on emerging topics, such as climate change, energy efficiency,
9 and technology integration in hospital design.
- 10 ○ Jim Malley proposed inviting industry leaders to present on cutting-edge
11 technologies and sustainable practices in healthcare facilities.

12 **Action:**

- 13 ○ The committee agreed to begin early planning for the 2025 seminar, with
14 further discussions to be held in upcoming meetings. Scott Mackey and
15 Jim Malley were tasked with developing an initial outline for the seminar
16 agenda.

17
18 **12. Comments from the Public/Committee Members on Issues not on this Agenda**

19 **Facilitator:** Scott Mackey

20 Scott Mackey opened the floor for any public comments or additional remarks from
21 committee members regarding issues not formally included in the meeting agenda.

22 **Discussion:**

- 23 • Teresa Endres shared details about a recent presentation she conducted with
24 Richard Tannahill for the AIA Central Valley Academy of Architecture for Health.
25 The presentation covered the differences between HCAI and OSHPD and
26 highlighted the critical role of the Hospital Building Safety Board (HBSB) in
27 regulating healthcare facility construction in California.
- 28 • The presentation was well received and generated significant interest from other
29 AIA chapters across the state. Given the success of the event, Teresa proposed
30 that the committee consider making this type of presentation a recurring
31 educational outreach effort, with the goal of expanding public knowledge about
32 HCAI's and HBSB's roles.

33 **Discussion:**

- 34 • Scott Mackey expressed strong support for this idea, emphasizing the
35 importance of educational outreach as a core part of the committee's mission. He
36 noted that such initiatives align with the committee's broader goals of improving
37 public understanding and fostering stronger industry engagement.

- 1 • Scott Mackey suggested formalizing these outreach efforts by developing a
2 series of standardized presentations that could be delivered to various
3 professional organizations, including AIA chapters, construction industry groups,
4 and hospital administrators.
- 5 • Cody Bartley agreed, adding that increasing awareness of HCAI's regulations
6 and processes will help streamline hospital construction projects across the
7 state. He recommended that the committee create a presentation template to
8 ensure consistent messaging and content, which could be adapted based on the
9 audience's specific needs.

10 **Actions:**

- 11 • Educational Outreach Initiative:
 - 12 ○ The committee agreed to develop a recurring outreach program based on
13 the success of the recent AIA presentation by Teresa Endres and Richard
14 Tannahill. The goal is to formalize presentations about HCAI and HBSB
15 for professional organizations and industry groups across California.
 - 16 ○ Scott Mackey tasked Teresa Endres and Richard Tannahill with creating a
17 presentation template that could be customized for different audiences.
 - 18 ○ The committee will work on expanding this effort, with an emphasis on
19 educating professionals about HCAI's role, compliance standards, and the
20 approval process for healthcare facilities.
 - 21 ○ Target launch: 2025.
 - 22 • Ongoing Support:
 - 23 ○ The committee agreed to support further development of public-facing
24 educational materials to ensure broader industry engagement and
25 understanding of HCAI's regulations.
- 26

27 **13. Adjournment**

28 **Facilitator:** Scott Mackey


29 Scott Mackey thanked the committee members and HCAI staff for their contributions
30 and officially adjourned the meeting at 12:06 p.m.

This page left intentionally blank.

“Inspect-to-Pass Approach
to Field Inspections”
Webinar Development
Subcommittee of the
Education and Outreach
Committee

Draft Meeting Report/Minutes

October 24, 2024



This page left intentionally blank.



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



**Hospital Building Safety Board
Inspect-to-Pass Webinar Development Subcommittee
of the Education and Outreach Committee**

**Thursday, October 24, 2024
10:00 a.m. – 4:00 p.m.**

Locations: 2020 West El Camino Ave, Conference Rm 930, Sacramento, CA 95833
355 South Grand Avenue, Conference Room 1901, Los Angeles, CA 90071
Teams Meeting Access; Meeting ID: 293 040 157 57; Passcode: iMnzax
Call in: (916) 535-0978; Phone Conference ID: 314 139 717#

Committee Members (Present)

Michael Davis (Chair)
Cody Bartley (Vice-Chair)
Bert Hurlbut
Scott Mackey

HCAI Staff Present

Chris Tokas
Richard Tannahill
Monica Colosi
Joe LaBrie
Andia Farzaneh

HBSB Staff Present

Veronica Yuke, Executive Director
Marcus Palmer
Evet Torres

- 1 **1. Call to Order and Welcome**
- 2 **Facilitator:** Michael Davis, CHI, CEO Emeritus, DavisHBC, Inc.; Subcommittee Chair
- 3 Michael Davis called the meeting to order at 10:05 a.m.
- 4

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

2 **Facilitator:** Veronica Yuke, Acting Executive Director

3 Veronica Yuke conducted the roll call, confirming attendance for committee members
4 and HCAI staff, establishing a quorum.

5

6 **3. Review the Current Presentation Outline**

7 **Facilitator:** Michael Davis

8 Michael Davis introduced the presentation outline, explaining its primary focus on
9 Inspectors of Record (IORs) but noting that it also included the roles of owners,
10 designers, contractors, and field staff. He clarified that the "Inspect-to-Pass" approach
11 was not intended to imply leniency or a reduction in inspection standards, but rather to
12 encourage a collaborative mindset and a proactive approach to inspections.

13 **Discussion:**

- 14 • Scott Mackey suggested the addition of a new section in the outline explicitly
15 defining "Inspect-to-Pass."
- 16 • Joe LaBrie proposed that the outline should further include a clarification on what
17 "Inspect-to-Pass" does not represent, such as automatic inspection approvals or
18 a relaxation of regulatory standards.
- 19 • Cody Bartley supported the inclusion of this clarification, underscoring that the
20 outline should emphasize that "Inspect-to-Pass" represents proactive readiness,
21 accountability, and a focus on shared responsibilities rather than just passing
22 inspections.
- 23 • Public Input: An interested party voiced concern that the term "Inspect-to-Pass"
24 might mislead some into perceiving it as a more permissive inspection
25 philosophy.

26 **Information and Action:**

- 27 • The committee decided to add a clarification section to the presentation outline,
28 which would define "Inspect-to-Pass" and specify that it represents a mindset of
29 readiness, collaboration, and commitment to high standards.
- 30 • The committee noted this adjustment as a preliminary step toward refining the
31 presentation materials, with additional content to be developed by each assigned
32 member.

33

34 **4. Discuss assignments for developing remaining material**

35 **Facilitator:** Michael Davis

1 Michael Davis opened the discussion on the current presentation outline, which focused
2 on the role of Inspectors of Record (IORs). The committee discussed assignments for
3 content development based on members' expertise:

- 4 • **IOR Material:** Michael Davis volunteered to prepare content on the Inspector of
5 Record's role.
- 6 • **Contractor and Subcontractor Material:** Cody Bartley agreed to create content
7 focusing on contractor and subcontractor responsibilities in inspection processes.
- 8 • **Design Professional (DPOR) Material:** Scott Mackey offered to cover the
9 design professional's role, noting the importance of their oversight.
- 10 • **Ownership Material:** Despite his absence, Gary Dunger had previously agreed
11 to develop material addressing the owner's perspective in inspections.
- 12 • **OSHPD and Field Staff Material:** Joe LaBrie and Monica Colosi volunteered to
13 prepare material outlining the responsibilities of OSHPD and field staff.

14 **Discussion:**

- 15 • Michael Davis suggested that contributors develop content in a shared Word
16 document first. This approach, he explained, would make it easier for members
17 to contribute and refine their sections before moving to PowerPoint for the final
18 presentation.
- 19 • Scott Mackey voiced concerns that the term "Inspect-to-Pass" could create an
20 inaccurate perception, potentially implying leniency. He recommended that the
21 outline include a section defining "Inspect-to-Pass" as a mindset of readiness,
22 collaboration, and commitment to high standards.
- 23 • Joe LaBrie supported Scott's suggestion and proposed adding a specific
24 clarification in the outline about what "Inspect-to-Pass" does not mean, such as
25 that it does not imply passing inspections without meeting regulatory standards.
- 26 • Cody Bartley agreed, underscoring the importance of communicating that
27 "Inspect-to-Pass" emphasizes proactive preparation and shared accountability,
28 rather than merely aiming for inspection approvals.

30 **5. Discuss approach to presentation delivery and speaking assignments**

31 **Facilitator:** Michael Davis

32 Michael Davis proposed that each committee member present the material they
33 developed to ensure that the content is communicated by those most knowledgeable on
34 each topic. He suggested this approach would bring clarity and depth to each section of
35 the presentation.

1 **Discussion:**

- 2 • Scott Mackey offered to take on the role of facilitator for the webinar to manage
3 transitions between topics. He explained that as facilitator, he could provide
4 continuity and ensure that each segment flows smoothly, enhancing audience
5 engagement and understanding.
- 6 • Monica Colosi supported Scott Mackey’s suggestion and emphasized the
7 importance of a structured, clear handover between speakers. She noted that
8 each presenter’s expertise would enrich the presentation by providing detailed,
9 accurate insights.
- 10 • Cody Bartley agreed with the proposed structure, adding that allowing each
11 member to present their own section would reinforce the credibility of the content.
12 He pointed out that this format could also make the presentation more interactive
13 by enabling each presenter to address questions specific to their area of
14 expertise.

15 **Action:**

- 16 • The committee decided to proceed with a format where each member presents
17 their own material.

18

19 **6. Explore options for renaming the webinar**

20 **Facilitator:** Joe LaBrie, Regional Compliance Officer, HCAI

21 **Discussion:**

- 22 • Joe LaBrie raised the possibility of renaming the webinar to avoid
23 misconceptions that "Inspect-to-Pass" implies permissive or lenient inspection
24 standards. He suggested that a title change might better communicate the
25 intended philosophy of collaboration and high standards.
- 26 • Scott Mackey reviewed recent modifications to the webinar content based on
27 previous discussions, noting the incorporation of feedback to better define the
28 philosophy behind the Inspect-to-Pass approach. He emphasized that these
29 changes aim to clarify the approach’s proactive and collaborative nature,
30 addressing concerns raised about possible misinterpretations of the term.
- 31 • Public Input: Interested parties shared their thoughts on renaming, agreeing that
32 an alternative title could help avoid misinterpretation and recommended
33 choosing a title that reflects a balanced, collaborative approach to inspections.

34

35 **7. Determine Schedule and Plan for Future Meetings and Practice Sessions**

36 **Facilitator:** Michael Davis

1 Michael Davis initiated the discussion on the timeline and frequency of future meetings,
2 emphasizing the need for a structured schedule to ensure timely completion of the
3 webinar materials. He proposed a two-month timeline for finalizing the presentation
4 content, aiming to review the full draft in early 2025.

5 **Discussion:**

- 6 • Scott Mackey suggested incorporating practice sessions before the official
7 webinar launch to help each presenter refine their delivery and ensure smooth
8 transitions. He recommended that each practice session focus on specific
9 sections of the presentation, allowing presenters to address questions and
10 improve clarity.
- 11 • Cody Bartley supported Scott Mackey's suggestion and highlighted the benefit of
12 conducting multiple practice sessions to allow for iterative improvements. He
13 emphasized that practice would be essential for maintaining audience
14 engagement and ensuring each speaker could confidently address their material.
- 15 • Monica Colosi proposed working closely with HCAI's technical support team
16 during the practice sessions to test the virtual setup and troubleshoot any
17 potential issues with the presentation platform. She emphasized the importance
18 of a stable and user-friendly virtual environment, particularly given the remote
19 nature of the webinar.

20 **Action:**

- 21 • The committee agreed on a two-month timeline to complete content development
22 and prepare for a preliminary review in early 2025. They scheduled multiple
23 practice sessions to focus on content delivery, flow, and technical aspects, with
24 each session dedicated to different sections of the presentation. Technical
25 rehearsals with HCAI support staff were also scheduled to ensure platform
26 readiness.

27

28 **8. Comments from the Public/Committee Members on Issues not on this Agenda**

29 **Discussion:**

- 30 • Scott Mackey shared his perspective on the broader potential impact of the
31 "Inspect-to-Pass" framework, suggesting that if the webinar is well-received, the
32 committee could consider developing additional training materials or workshops.
33 He highlighted the framework's potential to set a new standard for inspection
34 practices and foster consistent quality across the industry.
- 35 • Joe LaBrie expressed appreciation for the collaborative work among the
36 committee members, acknowledging the value that each member's expertise
37 contributed to the discussions. He encouraged the continuation of this

1 collaborative approach in future projects and emphasized how it could benefit
2 similar HCAI initiatives.

- 3 • Public Input: Interested parties provided positive feedback, expressing
4 appreciation for the committee's dedication to establishing a structured, high-
5 quality inspection framework. They praised the committee's transparency and
6 inclusive approach.

7 **Information and Action:**

- 8 • The committee expressed general support for continuing the collaborative
9 approach and exploring potential expansions of the "Inspect-to-Pass" framework
10 based on the success of the upcoming webinar.

11

12 **9. Adjournment**

13 **Facilitator:** Michael Davis

14 Michael Davis adjourned the meeting at 11:05 am.

Codes and Processes Committee

Draft Meeting Report/Minutes

September 11, 2024



This page left intentionally blank.



2020 West El Camino Avenue, Suite 800
 Sacramento, CA 95833
 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
 Evett 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.

This page left intentionally blank.

Structural and Nonstructural Regulations Committee

Draft Meeting Report/Minutes

October 23, 2024



This page left intentionally blank.



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



**HOSPITAL BUILDING SAFETY BOARD
Structural and Nonstructural Regulations Committee**

**Wednesday, October 23, 2024
10:00 a.m. – 4:00 p.m.**

Locations:

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: 217 751 658 574; Passcode: xxeomf
Call in: (916) 535-0978; Phone Conference ID: 248 231 529#

Committee Members Present

Jim Malley, Chair
Cody Bartley
Louise Belair
Michael Davis
Teresa Endres
Martin Hudson
Courtney Johnson
Jennifer Thornburg

Consulting Members Present

Mark Hershberg

HCAI Staff Present

Chris Tokas
Joe LaBrie
Roy Lobo
Mia Marvelli
Ali Sumer

HBSB Staff Present

Veronica Yuke, Executive Director
Marcus Palmer
Evet Torres

- 1 **1. Call to Order and Welcome**
- 2 **Facilitator:** Jim Malley, SE, Senior Principal, Degenkolb Engineers; Committee Chair
- 3 Jim Malley called the meeting to order at 10:00 a.m., followed by a brief introduction and
- 4 welcome.

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

2 **Facilitator:** Veronica Yuke, Manager, 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 timelines on proposed amendments to the**
7 **2025 California Building Standards Code Title 24, Part 1, Part 2, and Part 10**

8 **Facilitator:** Mia Marvelli, Architect, Supervisor; HCAI

9 Mia Marvelli provided a comprehensive update on the progress of the 2025 edition of
10 the California Building Standards Code. She explained that the updates are focused on
11 adopting model codes, carrying forward existing amendments, and introducing new
12 amendments where necessary. Submissions for proposed amendments to Title 24,
13 Parts 1, 2, and 10, have been finalized and forwarded to the California Building
14 Standards Commission (CBSC) for review.

15 Mia Marvelli reported that the 45-day public comment period for plumbing, mechanical,
16 and electrical codes concluded on July 1, 2024. A subsequent 15-day public comment
17 period addressed minor modifications based on feedback. She noted that structural
18 design and lateral forces code changes under Part 2, Volume 2, and Part 10, completed
19 their public comment period on October 21, 2024.

20 Upcoming milestones include public hearings by the CBSC in December 2024, with
21 formal action expected in January 2025. The adoption of approved amendments is
22 anticipated in early 2025, with an effective implementation date of January 2026.

23 Mia Marvelli also highlighted amendments to the administrative code, which include
24 provisions addressing Assembly Bill (AB) 869. This bill provides small and rural
25 hospitals with the opportunity to seek extensions for the 2030 seismic compliance
26 deadline. She indicated that a 15-day public comment package on these amendments
27 is set to be submitted on or around November 8, 2024. The proposed changes will be
28 reviewed during the December Hospital Building Safety Board meeting, with final
29 approval anticipated by the CBSC in January 2025.

30 She emphasized that the early adoption of administrative code changes, which will take
31 effect 30 days after filing with the Secretary of State, ensures expedited implementation
32 for critical provisions such as those included in AB 869.

33

34 **4. Streamlining the continued use of existing OSHPD Preapproval Programs to**
35 **align with the new force equation in ASCE 7-22 for supports and attachments,**
36 **and special seismic certification of nonstructural components**

37 **Facilitator:** Timothy Piland, SE, Senior Structural Engineer; HCAI

1 Timothy Piland delivered a thorough presentation on updating OSHPD Preapproval
2 Programs to align with the new seismic force equations introduced in ASCE 7-22.
3 These updates focus on support and attachments, as well as the special seismic
4 certification of nonstructural components, ensuring compliance with modern standards
5 in the 2025 California Building Standards Code.

6 Timothy Piland explained that the pre-approval programs, originally designed to
7 streamline approval processes for critical building components, require modifications to
8 reflect the updated seismic force provisions in ASCE 7-22. The changes ensure that
9 California’s healthcare facilities maintain resilience against seismic events while
10 adhering to nationally recognized standards.

11 He emphasized that the modifications will not invalidate current pre-approvals. Instead,
12 they will include supplementary guidance to clarify how the new force equations should
13 be applied to supports, attachments, and nonstructural components such as mechanical
14 and electrical equipment.

15 In addition to technical adjustments, Timothy Piland announced plans for a series of
16 webinars and educational resources to help stakeholders understand the implications of
17 the new seismic force equations.

18 **Discussion:**

19 Committee members commended Timothy Piland for presenting a clear and practical
20 approach to aligning preapproval programs with ASCE 7-22. They inquired about how
21 the changes might impact existing projects in high-seismic zones and requested further
22 clarification on the application process for updates to current preapprovals.

23 Timothy Piland assured members that additional resources and staff support would be
24 provided during the transition.

25 An Interested Party raised questions about the timeline for releasing updated pre-
26 approval guidelines and the availability of technical support during the implementation
27 phase. Timothy Piland confirmed that updated documents would be released
28 concurrently with the 2025 California Building Standards Code, and HCAI would provide
29 ongoing support for stakeholders during the transition.

30

31 **5. Proposed Policy Intent Notice (PIN) for Steel Quality Assurance (QA) and**
32 **Quality Control (QC)**

33 **Facilitator:** Mohammad Karim, PhD, SE, Supervisor, HCAI; and Bob Lyons, District
34 Structural Engineer; HCAI

35 Mohammad Karim introduced the proposed PIN for Steel QA and Quality Control QC.
36 This PIN aims to align California’s steel QA/QC requirements with the latest standards
37 outlined in the International Building Code (IBC) 2024 and American Institute of Steel
38 Construction (AISC) regulations. Mohammad Karim emphasized the importance of

1 these updates for enhancing compliance, streamlining inspections, and reducing overall
2 costs for healthcare facilities while maintaining the state’s stringent safety standards.

3 The proposed PIN covers two critical aspects:

- 4 • QA: External inspection protocols conducted by approved agencies to verify
5 compliance with construction documents and project specifications.
- 6 • QC: Fabricator-led inspections ensuring that steel fabrication and installation
7 processes meet the required standards.

8 Mohammad Karim explained that the transition to the updated QA/QC framework is
9 designed to reduce ambiguities in inspection responsibilities, improve documentation
10 practices, and align with advancements in steel construction practices. He highlighted
11 the need to move away from legacy requirements to modernize California’s approach to
12 steel fabrication oversight.

13 Bob Lyons provided additional details about the collaborative development of the PIN.
14 He noted that it was informed by input from industry stakeholders, including engineers,
15 fabricators, and inspectors. Bob Lyons emphasized that the proposed changes address
16 common challenges faced in past projects, such as inconsistencies in inspection
17 procedures and gaps in accountability between QA and QC roles.

18 **Key Provisions of the PIN:**

- 19 • Incorporating updated requirements for material testing, weld inspections, and
20 bolting procedures based on AISC 360 and AWS D1.1.
- 21 • Defining roles and responsibilities for fabricators, inspectors, and contractors to
22 minimize overlaps and ensure clear accountability.
- 23 • Establishing minimum documentation standards for QA/QC processes, including
24 reports, certifications, and records of non-compliance resolutions.
- 25 • Introducing standardized inspection protocols to streamline approval processes
26 across healthcare projects.

27 **Implementation Strategy:**

28 Mohammad Karim outlined an incremental rollout of the PIN to allow fabricators and
29 contractors to adjust to the new requirements without significant disruption. He also
30 proposed hosting training workshops and informational sessions to educate
31 stakeholders on the updated standards.

32 **Motion and Vote:**

33 Michael Davis moved to recommend the PIN for approval at the December 2024 Full
34 Board meeting. Cody Bartley seconded the motion. The committee unanimously
35 approved the motion.

36

1 **Discussion:**

2 Committee members praised the clarity and thoroughness of the proposed PIN. They
3 emphasized the importance of ensuring that smaller fabricators and contractors have
4 access to adequate training and resources during the transition. Members also
5 suggested including additional examples in the PIN to illustrate compliance expectations
6 for complex fabrication scenarios.

7 An Interested Party asked about the timeline for issuing the finalized PIN guidelines and
8 whether additional public comment opportunities would be available before
9 implementation. Mohammad Karim assured that feedback received during the
10 December Board Meeting would be incorporated before finalizing the PIN.

11

12 **6. New automated Seismic Compliance Project portal to facilitate submittals of**
13 **updated compliance plans**

14 **Facilitator:** Ali Sumer, PhD, SE, Supervisor, HCAI

15 Ali Sumer introduced the automated Seismic Compliance Project Portal, explaining its
16 primary purpose of streamlining submissions of compliance plans for healthcare
17 facilities in California. He emphasized the portal's role in supporting facilities to meet the
18 seismic safety requirements mandated for 2030.

19 Ali Sumer explained that the compliance plans are a roadmap to achieving seismic
20 compliance, detailing strategies for facilities with varying levels of Structural
21 Performance Category (SPC) and Nonstructural Performance Category (NPC) ratings.
22 He stated that the portal represents a high-level solution for tracking and updating
23 seismic compliance plans that have been required for over 23 years.

24 Ali Sumer confirmed that the portal is currently under development. HCAI plans to roll
25 out the first phase of the portal by March 2025, focusing initially on acute care hospitals.
26 Training sessions and resources for facility staff will begin in January 2025 to ensure
27 smooth adoption.

28 **Key features of the Portal:**

- 29
- 30 • Pre-populated Data: Facilities will benefit from preloaded historical compliance
information to streamline data entry.
 - 31 • Validation Tools: Automated checks will identify incomplete or non-compliant
32 submissions prior to finalization.
 - 33 • Dashboard Access: Facilities can track compliance statuses, upcoming
34 deadlines, and review cycles in real time.
 - 35 • Public Transparency: A public-facing component will display compliance statuses
36 without disclosing sensitive details.

- 1 • Amendment Management: Facilities will have the ability to revise and submit
2 changes to compliance plans through a user-friendly interface.

3 **Discussion:**

4 Several committee members praised the portal's potential to modernize the seismic
5 compliance process:

- 6 • Teresa Endres expressed her enthusiasm for how the portal simplifies access to
7 critical information for facilities.
- 8 • Michael Davis commended the proactive approach of including automated
9 features to reduce errors.
- 10 • Courtney Johnson raised concerns about internet access challenges for rural
11 facilities. Ali Sumer responded by emphasizing plans to offer technical support
12 for underserved regions.
- 13 • The committee supported the Seismic Compliance Project Portal, recognizing its
14 value in improving efficiency, transparency, and accuracy in seismic compliance
15 submissions. The phased implementation plan and training resources were well-
16 received as thoughtful measures to ensure a smooth transition to the automated
17 system. The portal represents a critical step forward in enabling facilities to meet
18 the state's seismic safety mandates.
- 19 • An Interested Party asked for clarification on the portal's launch date and
20 whether the portal would accept extension requests. Ali Sumer confirmed the
21 target date for launch as March 2025 and affirmed that extension requests would
22 be integrated into the portal.

23 **Action:**

24 Ali Sumer outlined HCAI's plans to:

- 25 1. Finalize the portal's development and complete testing by December 2024.
- 26 2. Host training sessions and create user guides for stakeholders beginning in
27 January 2025.
- 28 3. Launch the portal in phases, starting with acute care hospitals, by March 2025.

29

30 **7. Assembly Bill (AB) 1882 (Chapter 584) requires facilities to report specific** 31 **services provided in each building, and the 2024-period reporting portal will be** 32 **opened on November 1, 2024**

33 **Facilitator:** Ali Sumer

34 Ali Sumer explained that AB 1882 (Chapter 584) mandates general acute care hospitals
35 to report specific healthcare services provided in each of their buildings. He highlighted

1 that this reporting process ensures transparency and accountability for how hospitals
2 deliver services across various facilities.

3 Ali Sumer clarified that the reports help the state monitor healthcare service availability
4 and identify gaps in service delivery. He emphasized that AB 1882 aligns with
5 California's broader commitment to maintaining high standards in healthcare
6 infrastructure.

7 **2024 Reporting Portal Launch**

8 Ali Sumer announced that the portal for the 2024 reporting period would open on
9 November 1, 2024. He described the portal as an intuitive system designed to
10 streamline the submission process.

11 Ali Sumer assured the committee that facilities will have access to preloaded historical
12 data in the portal, enabling them to review and update existing information rather than
13 start from scratch. He confirmed that facilities must complete their submissions by the
14 specified deadline to avoid penalties.

15 **Discussion:**

- 16 • Michael Davis asked if facilities would have an opportunity to correct errors in
17 submitted reports. Ali Sumer confirmed that the portal includes an error-checking
18 feature that allows for amendments before final submission.
- 19 • Courtney Johnson expressed concern about whether smaller facilities with
20 limited staffing would receive additional support to meet the reporting deadline.
21 Ali Sumer assured that HCAI would provide detailed guidance and technical
22 assistance through workshops and an online help center.
- 23 • Ali Sumer received support from the committee for the AB 1882 reporting portal
24 and its implementation strategy. The committee appreciated the streamlined
25 process and HCAI's commitment to providing robust support for facilities during
26 the transition.
- 27 • An Interested Party inquired whether the portal would allow facilities to submit
28 supplemental documentation for services added after the reporting period begins.
29 Ali Sumer confirmed that the portal includes a feature for uploading additional
30 documentation and stated that facilities can amend their reports if operational
31 changes occur during the reporting period.

32 **Action:**

33 Ali Sumer outlined actions for implementing the reporting requirements:

- 34 1. Launch the reporting portal on November 1, 2024.
- 35 2. Provide training sessions and online resources to ensure facilities can meet the
36 requirements efficiently.

- 1 3. Monitor initial submissions and offer real-time technical support to resolve any
2 issues.

3
4 **8. Proposed PIN for design and implementation of anchorage and bracing of**
5 **NPC items required to meet NPC compliance deadlines**

6 **Facilitator:** Ali Sumer

7 Ali Sumer introduced the proposed focused on the design and implementation of
8 anchorage and bracing for Nonstructural Performance Category NPC items. He
9 emphasized that the PIN aims to ensure that healthcare facilities meet the NPC
10 compliance deadlines outlined in the California Building Standards Code. He
11 emphasized this PIN specifically addresses the anchorage and bracing of critical
12 nonstructural components, such as mechanical equipment, piping systems, electrical
13 conduits, and ceiling assemblies, which are essential for maintaining operations during
14 and after seismic events.

15 Ali Sumer explained that the proposed PIN provides detailed design criteria,
16 construction requirements, and inspection protocols for anchoring and bracing
17 nonstructural elements. These elements are necessary to achieve compliance with
18 NPC-3, NPC-4, and NPC-5 levels as defined in the state's seismic safety mandates.

19 Ali Sumer highlighted that facilities must comply with the anchorage and bracing
20 requirements before the final 2030 compliance deadline for NPC-5. He stated that HCAI
21 plans to finalize and release the PIN by March 2025, giving facilities sufficient time to
22 align their projects with the updated standards. He also mentioned plans to provide
23 workshops and technical resources to assist stakeholders in understanding the PIN's
24 requirements.

25 **Key Components of the Proposed PIN:**

- 26 • **Design Specifications:** The PIN provides precise design requirements for
27 securing nonstructural components to withstand seismic forces. It incorporates
28 updated force calculations and performance objectives based on ASCE 7-22.
- 29 • **Implementation Guidelines:** The PIN outlines clear steps for contractors and
30 engineers to implement anchorage and bracing systems, including pre-
31 construction approvals, installation checks, and final inspections.
- 32 • **Compliance Pathways:** The PIN describes pathways for facilities to meet
33 compliance deadlines through phased implementation, prioritizing critical NPC-3
34 and NPC-4 items first. It also includes provisions for facilities requesting
35 extensions under AB 869.
- 36 • **Inspection and Documentation:** Facilities must submit detailed documentation of
37 anchorage and bracing systems, including engineering calculations, testing

1 results, and as-built drawings. The PIN includes standardized reporting templates
2 to ensure consistency across submissions.

3 **Discussion:**

- 4 • Michael Davis expressed support for the PIN, emphasizing its importance in
5 achieving seismic resilience across healthcare facilities. He requested additional
6 examples of compliant anchorage systems to be included in the PIN for clarity.
- 7 • Courtney Johnson asked whether smaller rural facilities would receive additional
8 guidance or flexibility in meeting the requirements. Ali Sumer assured the
9 committee that HCAI plans to offer targeted technical support and outreach for
10 underserved facilities.
- 11 • Jennifer Thornburg suggested including a checklist of critical NPC items in the
12 PIN to assist facilities with prioritizing their compliance efforts.
- 13 • The committee expressed support for the proposed PIN, recognizing its value in
14 improving the design and implementation of anchorage and bracing systems for
15 NPC compliance. Ali Sumer committed to addressing the committee's feedback
16 by incorporating additional examples, checklists, and outreach plans into the
17 finalized PIN.
- 18 • An Interested Party asked how the PIN would address facilities that are behind
19 schedule on previous NPC compliance phases. Ali Sumer confirmed that the PIN
20 includes provisions for phased implementation and outlines steps for facilities to
21 submit extension requests under AB 869.

22 **Action:**

- 23 • Complete stakeholder reviews by December 2024.
- 24 • Finalize the PIN and present it at the March 2025 Hospital Building Safety Board
25 meeting.
- 26 • Launch workshops and technical resources to ensure facilities understand the
27 updated requirements.

28
29 **9. Seismic compliance update on recently signed legislation: AB 869 (Chapter**
30 **801) and Senate Bill (SB) 1447 (Chapter 896)**

31 **Facilitator:** Ali Sumer

32 Ali Sumer and Chris Tokas presented details on AB 869, which was signed into law on
33 September 28, 2024. This legislation addresses seismic compliance for specific
34 categories of hospitals and offers provisions to delay the January 1, 2030, compliance
35 deadline by up to five years for certain facilities.

1 Ali Sumer explained that AB 869 primarily benefits small, rural, distressed, and health
2 care district hospitals. These facilities often face significant financial and logistical
3 barriers to meeting seismic compliance deadlines. He highlighted the following key
4 components of AB 869:

- 5 • Eligibility for Deadline Extensions: Hospitals meeting specific criteria—including
6 critical access hospitals, rural hospitals, and facilities with 50 beds or fewer—may
7 request an extension for seismic retrofitting or other compliance measures until
8 no later than January 1, 2035.
- 9 • Submission Requirements: Facilities seeking extensions must submit a seismic
10 compliance plan and, where applicable, a Nonstructural Performance Category
11 (NPC)-5 evaluation report.
- 12 • Incremental Compliance Milestones: Facilities granted extensions must outline
13 specific milestones demonstrating adequate progress toward achieving
14 compliance, subject to approval by the Department of Health Care Access and
15 Information (HCAI).
- 16 • Penalties for Noncompliance: Ali Sumer noted that facilities failing to meet
17 approved milestones may face penalties, including restrictions on future building
18 permits and daily fines.

19 Chris Tokas emphasized that AB 869 aims to balance the state’s seismic safety
20 mandates with the practical realities faced by under-resourced hospitals. He confirmed
21 that HCAI will develop new administrative regulations to support the implementation of
22 AB 869 and will release guidelines for facilities in early 2025.

23 Ali Sumer outlined SB 1447 (Chapter 896), which specifically authorizes Children’s
24 Hospital Los Angeles to seek an extension of up to three years for seismic compliance
25 deadlines.

26 Ali Sumer explained that SB 1447 requires the hospital to submit a comprehensive
27 seismic compliance plan and an NPC-5 evaluation report by January 1, 2025. The
28 hospital must demonstrate substantial progress through major milestones approved by
29 HCAI.

30 **Discussion:**

- 31 • Michael Davis commended the flexibility provided by AB 869 and SB 1447,
32 noting that these measures would offer critical support to vulnerable hospitals.
33 He requested clarification on how HCAI will enforce compliance milestones for
34 facilities receiving extensions.
- 35 • Courtney Johnson inquired whether the extension provisions would apply to
36 future hospitals facing financial hardships. Ali Sumer responded that future
37 considerations would depend on additional legislative actions and state funding
38 availability.

- 1 • Jennifer Thornburg suggested developing a standardized framework for
2 assessing progress milestones to ensure consistency in compliance enforcement
3 across all facilities.
- 4 • The committee expressed support for the seismic compliance updates presented
5 under AB 869 and SB 1447. Members recognized the significance of these
6 legislative measures in addressing the unique challenges faced by small, rural,
7 and specialized hospitals. Ali Sumer and Chris Tokas committed to ensuring a
8 smooth implementation process with robust support for eligible facilities.
- 9 • An Interested Party asked if facilities would receive technical support for
10 developing compliance plans under AB 869. Ali Sumer assured attendees that
11 HCAI will provide workshops, templates, and dedicated technical assistance to
12 support facilities during the application process.

13 **Action:**

14 Ali Sumer outlined the next steps for implementing AB 869 and SB 1447:

- 15 • Develop and release administrative regulations to align with the legislative
16 mandates.
- 17 • Publish application guidelines and compliance plan templates by March 2025.
- 18 • Host training workshops and webinars to assist eligible hospitals with extension
19 requests.

20

21 **10. Comments from the Public/Committee Members on Issues not on this Agenda**

22 **Facilitator:** Jim Malley

- 23 • Courtney Johnson mentioned the need for greater clarity in the timelines for
24 future regulatory updates to ensure all stakeholders can meet expectations
25 effectively.
- 26 • Michael Davis suggested that the committee explore improvements in
27 communication with rural facilities, as these facilities often face unique
28 challenges in accessing resources and information related to seismic
29 compliance.
- 30 • Jennifer Thornburg recommended including additional guidance in future PINs to
31 address specific geological constraints faced by facilities located in high-seismic
32 regions.

33 **Action:**

- 34 • Jim Malley noted that issues raised during this session would be reviewed for
35 potential inclusion in the agenda of the next committee meeting. He thanked the

1 committee members and the public for their active participation throughout the
2 meeting.

3

4 **11. Adjournment**

5 Jim Malley adjourned the meeting at approximately 12:29 p.m.

Instrumentation Committee

Draft Meeting Report/Minutes

October 29, 2024

This page left intentionally blank.



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



HOSPITAL BUILDING SAFETY BOARD Instrumentation Committee

Thursday, October 29, 2024
10:00 a.m. – 4:00 p.m.

Locations:

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: 281 904 909 114; Passcode: NsU6eA
Call in: (916) 535-0978; Phone Conference ID: 137 966 432 #

Committee Members Present

Farzad Naeim, Committee Chair
Jim Malley, Vice Chair
Martin Hudson
Courtney Johnson
Jennifer Thornburg

Consulting Members Present

Hamid Haddadi
Moh Huang
Tony Shakal

Ex-Officio Member Present

Jeremy Lancaster

HCAI Staff Present

Arash Altoontash
Hussain Bhatia
Erol Kalkan
Roy Lobo
Ali Sumer
Andia Farzaneh

HBSB Staff Present

Veronica Yuke, Executive Director
Marcus Palmer
Evelt Torres

- 1 **1. Call to Order and Welcome**
- 2 **Facilitator:** Farzad Naeim, PhD, SE, Esq, NAE, President, Farzad Naeim, Inc.;
- 3 Committee Chair
- 4 Farzad Naeim noted initial technical issues affecting audio clarity and formally called the
- 5 meeting to order at 10:04 a.m.

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

2 **Facilitator:** Veronica Yuke, Manager, 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. Discussion on issues related to enhancing instrumentation to health
7 monitoring, and status of publication and distribution of the Seismic
8 Instrumentation of Healthcare Facilities White Paper**

9 **Facilitator:** Farzad Naeim

10 Farzad Naeim opened the discussion by expressing concern over the limited promotion
11 and distribution of the recently approved white paper on seismic instrumentation. He
12 emphasized the need to raise awareness and expand its usage and invited committee
13 members to propose ideas to improve visibility.

14 **Discussion:**

- 15 • Jim Malley recommended that the Education and Outreach Committee could
16 organize a webinar focused on the white paper. He explained that a webinar
17 would be an effective method for disseminating the document to a broader
18 audience, particularly targeting hospitals and engineers who would benefit from
19 its insights. He highlighted that such an event could enhance understanding of
20 seismic monitoring and its relevance.
- 21 • Roy Lobo supported Jim Malley’s proposal, emphasizing the importance of
22 educating hospital owners and stakeholders on the benefits of seismic
23 instrumentation and structural health monitoring. He agreed that the white paper
24 could serve as a valuable educational tool if properly promoted.
- 25 • Martin Hudson suggested expanding the reach of the white paper by
26 collaborating with external organizations, such as the Structural Engineers
27 Association of California (SEAOC). He noted that SEAOC and similar
28 organizations could help extend the impact of the white paper through their
29 networks. Farzad Naeim proposed involving academic institutions as additional
30 channels to publicize the webinar, suggesting that educational outreach could
31 broaden engagement and encourage interest in the white paper.
- 32 • Jennifer Thornburg advocated that the Instrumentation Committee itself should
33 lead the webinar initiative, instead of relying solely on the Education and
34 Outreach Committee. She expressed concern that the Education and Outreach
35 Committee might be too occupied with other responsibilities and suggested that
36 the Instrumentation Committee take ownership to ensure progress.
37 Farzad Naeim agreed with Jennifer Thornburg’s suggestion and proposed
38 forming a subcommittee, comprised of members from both the Instrumentation,

1 and the Education and Outreach Committees, to oversee the organization and
2 implementation of the webinar. This subcommittee would focus on planning
3 details, scheduling, and identifying potential presenters.

- 4 • Jim Malley offered to present this subcommittee proposal at the upcoming
5 December HBSB Full Board meeting to seek formal approval. He agreed that this
6 approach would streamline efforts and maximize resources by involving
7 interested parties from both committees.

8 **Action:**

- 9 • The committee reached an informal consensus to establish a subcommittee that
10 would take responsibility for organizing and promoting a webinar focused on the
11 white paper.
- 12 • Jim Malley committed to presenting the subcommittee proposal at the December
13 HBSB Full Board meeting for formal approval. Once approved, the subcommittee
14 will work on finalizing the webinar details, including selecting presenters and
15 scheduling dates.

16
17 **4. Review of the Fiscal Year 2023-24 HCAI/CSMIP Hospital Instrumentation**
18 **Annual Report by the California Strong Motion Instrumentation Program (CSMIP)**

19 **Facilitator:** Hamid Haddadi, PhD GP, Program Manager, California Strong Motion
20 Instrumentation Program, California Geological Survey; Consulting Member

21 Hamid Haddadi provided a detailed presentation of the Annual Report, covering the
22 progress and status of three types of hospital instrumentation projects under the
23 California Strong Motion Instrumentation Program (CSMIP):

- 24 • Type 1 (HCAI-Funded Regular Instrumentation): Hamid Haddadi highlighted
25 HCAI-funded hospitals where regular instrumentation was either underway or
26 completed.
- 27 • Type 2 (Owner-Funded New Hospital Instrumentation): He reviewed the list of
28 hospitals where new instrumentation projects, funded by hospital owners, were
29 progressing with technical assistance from CSMIP.
- 30 • Type 3 (Owner-Funded Retrofitted Instrumentation): Hamid Haddadi explained
31 that retrofitted projects required owner funding, and these projects, though fewer
32 in number, also received technical guidance from CSMIP.

33 Hamid Haddadi further discussed completed instrumentation upgrades, highlighting the
34 addition of modern, real-time data systems at 20 hospitals. He specifically mentioned
35 that two hospitals, Santa Rosa Memorial and Lancaster Antelope Valley, were now
36 equipped with real-time data acquisition systems, allowing faster data collection and
37 reducing delays in post-earthquake response.

1 **Discussion:**

- 2 • Martin Hudson raised a question regarding a recent case study of two hospitals
3 in Ventura County, each of which recorded different ground accelerations during
4 an earthquake due to differing foundations and ground conditions. He suggested
5 that this data could serve as an interesting study for the seismic community and
6 potentially be the subject of a white paper or further research. Hamid Haddadi
7 acknowledged Martin Hudson’s suggestion, affirming the value of the
8 comparative data from the Ventura hospitals. He agreed that this case provided
9 valuable insights and could prompt further study on soil-structure interaction and
10 seismic response variability in similar conditions.
- 11 • Erol Kalkan posed a question about the different data acquisition methods
12 CSMIP uses, specifically comparing centralized data processing (where data is
13 streamed to a central data center) versus on-site processing. He highlighted the
14 potential risks of relying solely on centralized data, particularly in large seismic
15 events when communication lines could be disrupted. Erol Kalkan also inquired
16 about the feasibility of using satellite technology, like Starlink, to secure data
17 transfer during emergencies. Hamid Haddadi addressed Erol Kalkan’s concerns,
18 explaining that while centralized data processing offers efficiency in data
19 handling, on-site processing remains a viable alternative. He also elaborated on
20 the use of Antelope software, which allows CSMIP to initiate real-time data
21 streaming and acquisition as needed. Regarding satellite technology,
22 Hamid Haddadi expressed openness to exploring options like Starlink if budget
23 and technical constraints allowed.

24 **Action:**

- 25 • The committee informally recognized the potential of using the Ventura County
26 hospital data for a case study or white paper, as suggested by Martin Hudson.
- 27 • Hamid Haddadi and Erol Kalkan discussed the possibility of exploring satellite
28 technology for data streaming as a future enhancement to existing infrastructure.

29

30 **5. Annual Update to the Committee on CSMIP**

31 **Facilitator:** Erol Kalkan, Senior Seismologist, HCAI

32 Erol Kalkan provided an update on recent advances in the CSMIP, reiterating the critical
33 role of the program in supporting the Instrumentation Committee’s goals. He discussed
34 the progress toward enhancing data collection and noted that CSMIP is expanding its
35 ground station network across California.

36 He also informed the committee about future objectives to improve real-time earthquake
37 response, including plans for automated data streaming to HCAI from hospitals.

1 Erol Kalkan praised Hamid Haddadi's efforts to improve infrastructure, enabling faster
2 data transfers and minimizing communication issues during emergencies.

3 **Discussion:**

- 4 • Erol Kalkan praised Hamid Haddadi and the CSMIP team for their dedicated
5 work on upgrading infrastructure and data communication systems. He noted
6 that these upgrades allowed for quicker data transfer, minimized communication
7 delays, and greatly enhanced data reliability, especially during emergencies.
- 8 • Committee members, including Farzad Naeim and Jim Malley, commended
9 Erol Kalkan and the CSMIP team for their progress. They expressed their
10 appreciation for the efforts in advancing the program's technical capabilities,
11 which they recognized as critical to supporting the committee's overall objectives
12 for seismic monitoring and structural health.

13

14 **6. Status of Committee activities, and planning tasks and objectives for 2025 and**
15 **beyond**

16 **Facilitator:** Farzad Naeim

17 Farzad Naeim led a discussion on strategic planning for 2025 and future objectives for
18 the committee. Members discussed building upon the current year's advancements in
19 seismic monitoring and continuing to develop outreach efforts. Farzad Naeim
20 highlighted the importance of continued collaboration with external organizations to
21 extend the impact of the committee's work.

22 **Discussion:**

- 23 • Jennifer Thornburg suggested expanding the committee's outreach efforts by
24 exploring new platforms and partnerships. She noted that increasing public
25 awareness around the importance of structural health monitoring and earthquake
26 preparedness could amplify the committee's impact. Thornburg proposed
27 considering collaboration with external organizations and leveraging digital
28 platforms to reach a broader audience, especially those in healthcare and
29 engineering sectors.
- 30 • Martin Hudson supported the focus on outreach and proposed that the
31 committee consider issuing periodic white papers or case studies based on
32 seismic data collected from instrumented hospitals. He suggested that this type
33 of publication could not only inform stakeholders but also attract the interest of
34 researchers who could further investigate notable seismic events or trends
35 identified in the data.
- 36 • Jim Malley endorsed the idea of expanding outreach and suggested exploring
37 collaborations with additional public and private institutions. He recommended

1 that the committee look into potential partnerships that could provide resources
2 and help advance the committee's goals in 2025 and beyond.

3 **Action:**

- 4 • The committee members reached an informal consensus on the importance of
5 increasing outreach and public engagement in 2025. They agreed to prioritize
6 efforts to promote structural health monitoring and seismic instrumentation
7 awareness through various means, including potential partnerships and digital
8 platforms.
- 9 • The committee members discussed the potential value of publishing white
10 papers or case studies on specific seismic events and data collected from
11 instrumented hospitals. While no formal action was taken, this idea was widely
12 supported and noted as a potential future initiative.

13
14 **7. Comments from the Public/Committee Members on Issues not on this Agenda**

15 **Facilitator:** Farzad Naeim

16 **Discussion:**

- 17 • Jennifer Thornburg reinforced her earlier suggestion about the committee's
18 outreach strategy. She reiterated the importance of broadening the committee's
19 visibility, particularly among healthcare institutions and the engineering
20 community, to further promote the committee's objectives on seismic monitoring
21 and health monitoring in hospitals.
- 22 • Jim Malley echoed support for the committee's continued collaboration with other
23 professional and educational organizations. He encouraged ongoing dialogue
24 with external partners to increase the impact of the committee's initiatives and
25 leverage external expertise.
- 26 • Martin Hudson suggested considering an agenda item for future meetings to
27 discuss specific case studies or seismic events as they relate to the committee's
28 work. He proposed that ongoing discussions about real-time data collection and
29 practical applications of seismic monitoring could benefit from concrete examples
30 drawn from recent events.

31
32 **8. Adjournment**

33 Farzad Naeim concluded with a confirmation of follow-up tasks for the December Full
34 Board meeting, primarily regarding the approval of the subcommittee for the planned
35 webinar, and adjourned the meeting at approximately at 12:00 p.m.

Ad hoc Board Procedures Committee

Policies and Procedures
of the Hospital Building Safety Board

CURRENT VERSION
January 2024

This page left intentionally blank.

Policies and Procedures
of the
Hospital Building Safety Board
January 2024

I. Introduction

The purpose of this document is to provide information regarding the policies and procedures under which the Hospital Building Safety Board (Board) performs its functions and duties.

II. Hospital Building Safety Board

The Board was statutorily created in 1973 (Senate Bill 519 - Alquist - Chapter 1130, Statutes of 1972). Subsequently, Senate Bill 961 (Chapter 303, Statutes of 1982) reauthorized the Board. In January 1994, Senate Bill 785 (Chapter 260, Statutes of 1993) significantly changed the composition and duties of the Board, and also changed the name of the Board to the Hospital Building Safety Board. The governing provisions are contained in Health and Safety (H&S) Code, Division 107, Part 7, Chapter 1, Article 5, Sections 129925 through 129960 and the State Building Standards Code, Part I, Title 24, CCR, Article 5, Sections 7-159 through 7-171.

III. Objectives of the Hospital Building Safety Board

In accordance with H&S Code, Section 129925 of the Health and Safety Code, the Board advises the Director of the Department of Health Care Access and Information (HCAI) and acts as the Appeals Board in all matters relating to the administration and enforcement of building standards relating to the design, construction, alteration, and seismic safety of health facility projects submitted to HCAI. The Board also acts as the Appeals Board in matters relating to all fire and panic safety regulations and alternate means of protection determinations for health facility projects submitted to HCAI.

Board Members serve the people of California, and as such their role includes their commitment for full participation in the Board's activities. The Board maintains continuing contact with professional groups and certain industry organizations through its committees. In this manner, the Board maintains an awareness of state-of-the-art knowledge of seismic structural theory and application, architectural, mechanical, geological, seismological, electrical, fire safety theory and application,

and of requirements for the disabled with regard to those health facilities constructed under the jurisdiction of HCAI.

All actions of the Board shall be transmitted in writing, on a regular basis, to the Director of HCAI.

In accordance with the Government Code, Chapter 13, Section 8870.95 of the Seismic Safety Commission Act, the Board shall produce an annual report addressed to the Seismic Safety Commission summarizing the year's accomplishments, studies, and appeals, as well as listing future goals and direction.

IV. Executive Director

- A. In accordance with H&S Code, Section 129950, the Board shall be served by an Executive Director, who shall be a member of the HCAI staff.
- B. The Chair and Executive Director are authorized spokespersons for the Board. Only appointed Board members may speak on behalf of the Board upon authorization by the Chair or Executive Director.

V. Board Members - Membership and Responsibilities

- A. The Director of HCAI appoints members of the Board. When requested by the Director, prospective nominees will be interviewed by the Chair of the Board or Vice-Chair of the Board and the Executive Director. The Board consists of appointed members and six statutory ex-officio members.
 - 1) The statutory ex-officio members include the Director of HCAI, the State Fire Marshal, the State Geologist, the Executive Director of the California Building Standards Commission, the Director of the Department of Public Health, and the Deputy Director of the Facilities Development Division of HCAI, or their officially designated representatives.
 - 2) The appointive members are as follows: two structural engineers, two architects, one engineering geologist, one geotechnical engineer, one mechanical engineer, one electrical engineer, one hospital facilities manager, one local building official, one general contractor, one fire/life safety representative, one hospital inspector of record, and three public members.
 - 3) The Director of HCAI may also, with the advice of the chair, appoint up to three additional ex-officio members.

- B. Appointive members, except for the public members, shall be qualified by close connection with hospital design and construction and highly knowledgeable in their respective fields with particular reference to seismic safety. Appointive members shall be appointed from nominees recommended by the governing bodies of California based professional organizations that represent appointive members as specified in Section 129930 including but not limited to: the Structural Engineers Association of California; the American Institute of Architects (California Council); the Earthquake Engineering Research Institute; the Association of Engineering Geologists; the American Council of Engineering Companies; the California Association of Local Building Officials; the American Society for Heating, Refrigerating, and Air-Conditioning, Inc.; the California Hospital Association; the Associated General Contractors of California; the American Construction Inspectors Association; and the California Fire Chiefs Association.
- C. Director appointed ex-officio members shall provide additional technical expertise to the Board. These members can participate and vote on issues during committee meetings.
- D. Although members are selected from nominees submitted by those nominating organizations listed above, no position on the Board is necessarily connected to any particular nominating organization. Board members are appointed to represent the various technical/specialty membership categories and not any specific organization.
- E. Board members shall be residents of California.
- F. The appointed members of the Board serve four-year terms and none shall serve as a member of the Board for more than two consecutive terms. Members with expired terms continue to serve until replaced or until one year has elapsed since the expiration of their term, whichever occurs first.
- G. Delegates Only ex-officio Board members who represent state government may appoint delegates. Such delegates shall only have committee voting privileges. The name of the delegate must be provided in writing to the Chair of the Board and the Executive Director prior to the delegate's participation on the Board.
- H. Resignation When a member resigns from the Board, the member shall send a letter of resignation to the Director of HCAI, noting the effective date of the resignation. A copy of the letter shall be sent to the Chair of the Board and the Executive Director. In the event of a resignation, death, or removal of any member by the Director of HCAI, the Director will appoint a new member to fill the vacancy in accordance with V (D) above and a new term will begin at the time of the appointment.

- I. The Director may terminate any member's appointment for neglect of duty or other just cause.
- J. Attendance - Members shall attend meetings of the Board, serve on committees and perform other functions as assigned by the Chair. If a member is unable to attend Board or assigned Committee Meetings, the member must contact the Board's Executive Director at least 48 hours prior to the scheduled meeting. If a member is consistently absent or unable to attend committee and/or Board meetings, the Chair and/or Executive Director will meet with the member to explore appropriate remedies.

VI. Chair and Vice Chair – Roles and Responsibilities

- A. Election Process:
 - 1) The Chair and Vice Chair of the Board are appointed members elected by a majority of the appointed members.
 - a. The Chair and Vice Chair of the Board are nominated by a committee for each two-year term and shall not serve more than two consecutive terms. The nominating committee shall be two members appointed by the existing Chair at least 30 days prior to the election.

The Chair and Vice Chair shall be elected at the second regular Board meeting in each even numbered year. The Chair and Vice Chair shall assume office on January 1st of the following year.
 - b. The Chair and Vice Chair election process shall include:
 - (1) A call for interested candidates and issues at the first regular Board meeting of the even numbered year allowing a two- to four-week response to the Executive Director. Only members with at least two calendar years remaining with their term of service are eligible to be Chair or Vice Chair candidates.
 - (2) If no candidates come forward to express interest in Chair position, nominating committee recruits candidate(s).
 - (3) Nominating committee shall seek input and advice from the outgoing Chair, Executive Director, and HCAI Director.

- (4) Nominating Committee shall develop questions for Chair/Vice-Chair of the Board candidates based on issues and discussions with (3) above.
- (5) Nominating committee interviews all candidates.
- (6) Nominating committee recommends candidate(s) or may give no recommendation at the second regular Board meeting of the calendar year.
- (7) Nominations are invited from the floor.
- (8) Call for vote.
- (9) Candidates with simple majority will be elected to Chair of the Board and Vice Chair of the Board positions.

B. The Chair has the following duties:

- 1) Calls all meetings
- 2) Serves as presiding officer at all meetings of the Board
- 3) Approves Board meeting agendas
- 4) Designates standing and ad-hoc committees, committee chairs, membership, their functions and objectives; as appropriate; subject to Board approval
- 5) Appoints consulting members, as appropriate, to serve on committees
- 6) Appoints newly appointed Board members to committees or fill vacancies, as needed, to establish committees
- 7) Dissolves or establishes additional committees, as appropriate, subject to Board approval
- 8) Advises HCAI's Director of Board activities

C. Upon absence of or upon delegation by the Chair, the Vice Chair of the Board shall assume the duties of the Chair. Should the Chair become unable to serve out the full term, the Vice Chair shall serve as Chair until the end of the two-year term and an election for Vice Chair shall occur during the next scheduled meeting of the Board. The Vice Chair shall serve until the end of the Chair's term.

- D. Should the Vice Chair become unable to serve out the full term, the Chair shall nominate a board member at the next scheduled Full Board meeting. Nominations will be called from the floor and elections will be held. This Vice Chair term shall not count towards limits set forth in section VI.A.1.a.

VII. Meetings

In accordance with Government Code, Sections 11120 through et seq., all meetings are open to the public as required by the Bagley-Keene Open Meeting Act.

- A. The types of Board meetings that can be held are:

- 1) Regular Board Meetings

The Board convenes on the call of the Chair. The Board will meet three times a year, usually in April, August, and December. It is the intent that the meetings are held in various areas throughout the state.

- 2) Special Board Meetings

The Chair may call special meetings at any time for any specific business. Special meetings are convened at various locations selected throughout the state.

- 3) Meetings Held Via Videoconference

Holding a meeting via video conference may be used to improve participation and communication of regularly scheduled Committee meeting. All Open Meeting requirements (Bagley-Keene) apply. All votes taken during a videoconference meeting must be conducted through roll call. At the request of the committee chair, the executive director will conduct the vote and announce the result.

- 4) Emergency Meetings

The Chair may call a meeting in emergency circumstances by providing telephone notice to media outlets at least one hour prior to the meeting. An "emergency" situation includes a disaster, which severely impairs the public health, safety, or both. In the event telephonic services are not working, notice must be given as soon as possible after the meeting.

- B. Conduct of Board Meetings

- 1) Meeting Notices and Agendas

- a) Notice of all public meetings and their agendas shall be made available to all members, to any person who so requests, and

posted to the HCAI webpage, at least ten (10) days in advance of the meeting.

- b) The agenda must provide a description of each item of business to be transacted or discussed so that interested members of the public will be capable of understanding the nature of each item.
- c) As a general rule, items not appearing on the agenda shall not be discussed or voted on. However, when an item is raised by a member of the public, the Board may accept comments and discuss the item for a limited time, and no action is taken until it is properly noticed for a subsequent meeting.

2) Quorum

A quorum for a meeting of the Board will consist of one more than half the voting members. For example:

- a) Five voting members; quorum is three (3) or more
- b) Nine; quorum is five (5) or more
- c) Ten; quorum is six (6) or more

3) The Board adopts the latest version of Robert's Rules of Order as the guideline for the conduct of its business.

4) Voting

- a) Only appointed members can vote at a Board meeting. Director-appointed ex-officio and statutory ex-officio members may not vote at a Board meeting.
- b) All voting will be conducted in open meetings, except as provided in the Board's appeals hearing procedures.

5) Conflict of Interest

During Board meetings, members shall abstain from voting when they believe they have, or would be perceived as having, a conflict of interest. Members that believe they have a conflict of interest should consult with Board Counsel at (916) 326-3610.

6) Meeting Minutes and Reports

- a) Minutes of each Board meeting shall be taken and presented for approval at a subsequent Board meeting.

Board meetings shall be recorded electronically for the purpose of developing accurate meeting minutes and to preserve the essence of the meeting.

- b) A summary meeting report of each Board meeting will be prepared and presented at a subsequent regular Board meeting for approval. Reports of Committee meetings held between Board meetings shall also be presented to the Board for approval. Approval of a summary report will serve as adoption of the minutes of the Board or reporting Committees.
- c) Minutes of the Board or Committees as presented may be amended as proposed by a Board member at the time of the report and subsequently adopted in the motion to approve the minutes or the report.

C. Committee Formation and Conduct

The Chair of the Board shall appoint members for all standing and ad hoc committees. The Chair and Vice-Chair of each committee shall be a member of the Board. Of the appointees to a committee, the majority must also be members of the Board pursuant to Health and Safety Code, Sections 129930 or 129940. The Chair-elect shall present a list of committees, committee scope and membership to the Board at the last meeting of the even numbered year for its approval. The Chair may assign incoming Board members to committees at any time. The Chair may propose changes to the list of approved committees and membership at the last Board meeting of the odd numbered year.

- 1) The Committee Chairs have the following duties:
 - a) Carries out assignments from the Chair of the Board.
 - b) In consultation with the Board Chair, designates a Vice Chair for the committee.
 - c) Assists staff in the development of the committee meeting agenda.
 - d) Conducts meetings and presents a report of the committee's proceedings at the next scheduled Board meeting.
 - e) Reviews the committee meeting reports or assigns another member of the committee to do so.
 - f) Works with the Committee to establish Committee Goals.
 - g) Identifies the need for Consulting Members.

- h) Defines the Work Product Deliverables.
- i) Develops a Production Plan.
- j) Defines Milestones and Action Items.

2) Meeting Notices and Agendas

- a) Notice of all public meetings and their agendas shall be made available to all members, to any person who so requests and to the HCAI webpage, at least ten (10) days in advance of the meeting.
- b) The agenda must provide a description of each item of business to be transacted or discussed so that interested members of the public will be capable of understanding the nature of each item.

As a general rule, items not appearing on the agenda shall not be discussed or voted on. However, when an item is raised by a member of the public, the Board may accept comments and discuss the item for a limited time, and no action is taken until it is properly noticed for a subsequent meeting.

3) Quorum

A quorum for a committee meeting will consist of one more than half the voting members. For example:

- a) Five voting members; quorum is three (3) or more
- b) Nine; quorum is five (5) or more
- c) Ten; quorum is six (6) or more

4) Meeting Minutes and Reports

- d) The proceedings of Committees will be recorded in the same manner as described in Section VII.B.6 for Board meetings.
- e) Minutes of Committee meetings shall be reviewed and approved by the Committee.
- f) Reports summarizing the minutes of Committee meetings shall be presented to the Board for approval. Acceptance of Committee reports by the Board may serve as approval of the

minutes in lieu of Committee adoption when the Board meeting precedes the next meeting of the Committee.

5) Meetings Held Via Videoconference

Holding a meeting via video conference shall conform to Section VII.A.3.

6) Voting

a) Only Committee members including the Chair of the committee can vote at committee meetings. Members may include appointed members, director-appointed ex-officio members, statutory ex-officio members, and consulting members appointed to a committee by the Chair of the Board. State staff, invited guests and members of the audience may not vote at committee meetings.

b) Decisions are reached by a simple majority vote. Any member shall abstain from voting on any issue where there may be a possible conflict of interest. No issues can be voted upon unless a quorum is present. No voting by proxy will be allowed.

c) All voting will be conducted in open meetings, except as provided in the Board's Appeal Hearing Procedures.

7) Non-committee board members

a) If a committee has more than eight voting Board members in attendance, then non-committee voting members cannot participate or speak in the committee meeting. Ex-officio members may still participate.

b) If the above threshold is not met, non-committee Board members may participate in any discussion at the discretion of the Chair.

8) Special Committee Assignments

A Chair of a standing committee of the Board may assign special duties to members of the committee to advance development of issues properly noticed. Committee members assigned to special duties may not exceed two per task. Committee members assigned special duties must report their findings to the committee.

9) Conflict of Interest

During committee meetings, members shall abstain from voting when they believe they have, or could be perceived as having, a conflict of interest.

10) Meeting Reports

Meeting reports shall be taken of all meetings and submitted, including recommendations, to the committee and then the Board for consideration and approval.

D. Appeal Hearings

When the appellant wishes to continue an appeal after HCAI's decision following the Comment and Process Review conference, a formal hearing may be requested of the Board in accordance with the State Building Standards Code, Part I, Title 24, CCR, Article 5, Chapter 7.

1) Notice of Appeal Proceedings

Notice of appeal hearings shall be made available to all concerned parties in accordance with the State Building Standards Code, Part I, Title 24, CCR, Article 5, Chapter 7.

2) Conflict of Interest

During appeal proceedings, the appellant has the right to question conflicts of interest of any voting member. The Chair shall rule on such potential conflict in appeal matters.

3) Voting

Voting at appeal hearings shall be in accordance with the State Building Standards Code, Part I, Title 24, CCR, Article 5, Chapter 7.

VIII. Compensation

A. Eligibility for Reimbursement:

- 1) It is the policy of HCAI to pay subsistence and to reimburse reasonable and necessary travel and incidental business expenses to individuals who perform services as members of the Board, its committees, and consultants appointed by the Chair.
- 2) No payment of expenses to Board members can be made unless, prior to the time the expenses are incurred, an Oath of Office is on file with HCAI.

- 3) Members and ex-officio members shall be reimbursed in accordance with current State rules and regulations.
- 4) Transportation expenses will be reimbursed for all charges essential for transportation to and from the meeting place. Reimbursement shall be made only for the method of transportation which is in the best interest of the State. Travel should be via the shortest, usually traveled route. An explanation is required for any deviation or unusual delay.
- 5) Expense claims should be submitted within 30 days of the event at which the expenses were incurred. Board members should submit their claims to the Board staff. Failure to furnish receipts must be explained on expense claims. The amount involved cannot be allowed in absence of a satisfactory explanation. All expense claims must contain a brief statement of the purpose or objective of each trip or business-related meal for which reimbursement is claimed.
- 6) The Chair shall, for the good of the State of California, schedule hearings and meetings to minimize travel and per diem costs.

B. Meeting Per Diem

In accordance with H&S Code, Section 129960, Board members and ex-officio members of the Board are eligible to claim \$100.00 per day in performance of official duties on behalf of the Board and authorized by the Chair of the Board.

C. Expenses and Reimbursements

In accordance with the Victim Compensation and Government Claims Board rules, Members of the Board and consultants are reimbursed from the Hospital Building Account - Architectural Public Building Fund, for their reasonable actual expenses incurred in attending meetings. The meetings are conducted to carry out the provisions of H&S Code, Division 107, Part 7, Chapter 1, Article 5, Section 129925.

Draft 2025
Committee
Assignments,
Goals, and
Meeting Calendar



This page left intentionally blank.

**HOSPITAL BUILDING SAFETY BOARD
2025 COMMITTEES**

BOARD PROCEDURES COMMITTEE (AD HOC)

<p><u>Committee Members:</u> Michael Foulkes, Chair Gary Dunger, Vice-Chair Louise Belair Scott Mackey Jim Malley</p>	<p><u>HCAI Representatives:</u> Joe LaBrie</p>
<p><u>Meeting Dates:</u></p>	
<p>Focus/Goals:</p> <ul style="list-style-type: none"> • Meet as needed for: <ul style="list-style-type: none"> ○ Policies and Procedures updates ○ Nominating committee, training/onboarding members 	

CODES AND PROCESSES COMMITTEE

<p><u>Committee Members:</u> Michael O'Connor, Chair Teresa Endres, Vice-Chair Cody Bartley Louise Belair Jennifer Cox Michael Davis Gary Dunger John Griffiths Scott Mackey Jim Malley Farzad Naeim Carl Newth</p>	<p><u>HCAI Representatives:</u> Brett Beekman Larry Enright Joe LaBrie Roy Lobo Bob Lyons Mia Marvelli Diana Navarro Jamie Schnick Nanci Timmins</p>
<p><u>Consulting Members:</u> Mark Hershberg Kelly Martinez Belinda Young</p>	<p><u>Meeting Dates:</u> February 19 May 7 September 10</p>
<p>Focus/Goals:</p> <ul style="list-style-type: none"> • Update CANs and PINs to code (ongoing) • Evaluate standard details for SNFs • Title 24 <ul style="list-style-type: none"> ○ Identify code modifications to support implementation of building standards code 	

EDUCATION AND OUTREACH COMMITTEE

Committee Members:

Scott Mackey, Chair
Cody Bartley, Vice-Chair
Louise Belair
Janice Cheung
Michael Davis
Gary Dunger
Teresa Endres
Bert Hurlbut
Courtney Johnson
Jim Malley

HCAI Representatives:

Hussain Bhatia
Monica Colosi
Darren Graves
Joe LaBrie
Mia Marvelli
Jamie Schnick
Nanci Timmins

Meeting Dates:

February 13
April 23
August 6
September 24

Consulting Members:

Kelly Martinez
Bruce Rainey
Belinda Young
Bill Zellmer

Focus/Goals:

- Support the development of webinars
- Develop a regular curriculum and predictable calendar for webinars
- Revisions to “Guide for Working on OSHPD Projects – Tips from the Experts”
- Webinars for Imaging Classes 1, 2, & 3
- Emergency Design Guide (seminar TBD)
- Tips on how to work with OSHPD in the field (seminar TBD)
- Inspect-to-Pass (webinar)
- Work with Instrumentation Committee regarding webinar/seminar on instrumentation white paper

“INSPECT-TO-PASS APPROACH TO FIELD INSPECTIONS” WEBINAR DEVELOPMENT SUBCOMMITTEE (OF THE EDUCATION AND OUTREACH COMMITTEE)

Subcommittee Members:

Michael Davis, Chair
Cody Bartley, Vice-Chair
Gary Dunger
Bert Hurlbut
Scott Mackey

HCAI Representatives:

Monica Colosi
Joe LaBrie

Meeting Dates:

February 27
March 27
April 24

Focus/Goals:

- Develop content for presentation for Inspect-to-Pass Approach to Inspections webinar
- Discuss next steps to finalize webinar

ENERGY CONSERVATION AND MANAGEMENT COMMITTEE

Committee Members:

Cody Bartley, Chair
John Griffiths, Vice-Chair
Louise Belair
David Bliss
Janice Cheung
Jennifer Cox
Gary Dunger
Michael Foulkes
Scott Mackey
Carl Newth

HCAI Representatives:

Larry Enright
Mia Marvelli
Jamie Schnick
Nanci Timmins

Meeting Dates:

April 2
October 8

Consulting Members:

Eric Johnson
David Lockhart

Focus/Goals:

- Identify HCAI research projects for energy conservation, reduction of carbon footprint, and cost savings while maintaining health and safety alternate energy sources
 - Consider systems and monitoring devices for other environmental conditions
- Pursue indoor air quality at a lesser energy cost for healthcare
- Optimize water usage in healthcare environments; Efficiency/Sustainability
- Explore emerging technologies that help reduce the carbon footprint for healthcare facilities and implementation relative to code implementation of emerging tools relative to the code
- Explore wastewater solutions

INSTRUMENTATION COMMITTEE

Committee Members:

Farzad Naeim, Chair
Jim Malley, Vice-Chair
Martin Hudson
Courtney Johnson
Jennifer Thornburg

HCAI Representatives:

Hussain Bhatia
Erol Kalkan
Roy Lobo
Ali Sumer

Meeting Dates:

January 28
October 28

Consulting Members:

Hamid Haddadi
Moh Huang
Tony Shakal

Focus/Goals:

- Continue working with HCAI staff on scheduled instrumentation installations
- Consider other systems and monitoring devices
- Collaborate with CGS on prioritizing upgrades to existing instrumentation
- Work with EO Committee regarding webinar/seminar on instrumentation white paper

STRUCTURAL AND NON-STRUCTURAL REGULATIONS COMMITTEE

Committee Members:

Jim Malley, Chair
Farzad Naeim, Vice-Chair
Cody Bartley
Louise Belair
Michael Davis
Teresa Endres
Martin Hudson
Courtney Johnson
Jennifer Thornburg

Consulting Member

Mark Hershberg

HCAI Representatives:

Joe LaBrie
Roy Lobo
Mia Marvelli
Jamie Schnick
Ali Sumer

Meeting Dates:

March 12
October 22

Focus/Goals:

- Support HCAI with review of code changes (ongoing)
- Support HCAI with review of new/revised PINs, CANs, and OPDs (ongoing)
- Implementation of SPC-4D and NPC-4D
- Develop pre-approved details
- Seismic compliance issues related to NPC-3, NPC-4D, and NPC-5; streamlining the process for compliance to meet the statutory and regulatory deadline
- Review of Code amendments that are now obsolete as those issues have been addressed in model code
- Develop and implement procedures and enforceable building standards to ensure safe and sustainable healthcare facilities
- Consider new products, materials and methods that would benefit the public by early adoption rather than waiting for their incorporation in the building code

TECHNOLOGY AND RESEARCH COMMITTEE

Committee Members:

Gary Dunger, Chair
Cody Bartley, Vice-Chair
David Bliss
Janice Cheung
Jennifer Cox
Teresa Endres
Michael Foulkes
John Griffiths
Bert Hurlbut
Scott Mackey
Michael O'Connor

HCAI Representatives:

Hussain Bhatia
Larry Enright
Joe LaBrie
Jamie Schnick
Nanci Timmins

Meeting Dates:

June 18
November 5

Consulting Members:

Benjamin Broder
Eric Johnson
Belinda Young

Focus/Goals:

- Explore subjects of telemedicine and robotics
- Discuss the effect of technologies on healthcare equity
- Address how to regulate remote services (e.g., medical records, web-based nurse call, off-site server farms, etc.)
 - Define what is a medical record
 - Monitor CDPH electronic health records redundancy issues in the event of power failure and watch for potential effects to code
 - Invite industry members to address/inform the committee on the reliability of cloud-based systems (fire alarm, energy monitoring, etc.)

FULL BOARD MEETING DATES

June 3 and 4 – Los Angeles
December 10 and 11 – Sacramento

This page left intentionally blank.



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



November 25, 2024

To: Members, Hospital Building Safety Board
 From: Veronica M. Yuke, Executive Director
 Subject: 2025 Meeting Dates

Please make note of the following meeting dates. Agendas will be sent out separately.

DATE	MEETING	LOCATION
January 28, 2025 10 am – 4 pm	Instrumentation Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento
		<u>Microsoft Teams</u>
February 13, 2025 10 am – 4 pm	Education and Outreach Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento
		<u>Microsoft Teams</u>
February 19, 2025 10 am – 4 pm	Codes and Processes Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento
		<u>Microsoft Teams</u>
February 27, 2025 10 am – 4 pm	“Inspect-to-Pass Approach to Field Inspections” Webinar Development Subcommittee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento
		<u>Microsoft Teams</u>
March 12, 2025 10 am – 4 pm	Structural and Nonstructural Regulations Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento
		<u>Microsoft Teams</u>

DATE	MEETING	LOCATION
March 27, 2025 10 am – 4 pm	“Inspect-to-Pass Approach to Field Inspections” Webinar Development Subcommittee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento <u>Microsoft Teams</u>
April 2, 2025 10 am – 4 pm	Energy Conservation and Management Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento <u>Microsoft Teams</u>
April 23, 2025 10 am – 4 pm	Education and Outreach Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento <u>Microsoft Teams</u>
April 24, 2025 10 am – 4 pm	“Inspect-to-Pass Approach to Field Inspections” Webinar Development Subcommittee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento <u>Microsoft Teams</u>
May 7, 2025 10 am – 4 pm	Codes and Processes Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento <u>Microsoft Teams</u>
June 3, 2025 10 am – 4 pm	Two-day Full Board (Day 1)	<u>In Person:</u> HCAI Los Angeles <u>Microsoft Teams</u>
June 4, 2025 10 am – 4 pm	Two-day Full Board (Day 2)	<u>In Person:</u> HCAI Los Angeles <u>Microsoft Teams</u>
June 18, 2025 10 am – 4 pm	Technology and Research Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento <u>Microsoft Teams</u>

DATE	MEETING	LOCATION
August 6, 2025 10 am – 4 pm	Education and Outreach Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento
		<u>Microsoft Teams</u>
September 10, 2025 10 am – 4 pm	Codes and Processes Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento
		<u>Microsoft Teams</u>
September 24, 2025 10 am – 4 pm	Education and Outreach Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento
		<u>Microsoft Teams</u>
October 8, 2025 10 am – 4 pm	Energy Conservation and Management Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento
		<u>Microsoft Teams</u>
October 22, 2025 10 am – 4 pm	Structural and Nonstructural Regulations Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento
		<u>Microsoft Teams</u>
October 28, 2025 10 am – 4 pm	Instrumentation Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento
		<u>Microsoft Teams</u>
November 5, 2025 10 am – 4 pm	Technology and Research Committee	<u>In Person:</u> HCAI Los Angeles HCAI Sacramento
		<u>Microsoft Teams</u>

DATE	MEETING	LOCATION
December 10, 2024 1 pm – 4 pm	Two-day Full Board (Day 1)	<u>In Person:</u> Sacramento (TBD)
December 11, 2024 9 am – 3 pm	Two-day Full Board (Day 2)	<u>In Person:</u> Sacramento (TBD)

NOTE: Individuals with disabilities may request an accommodation or modification to observe or participate in the meetings by contacting Board Staff, Evett Torres or Marcus Palmer, at (916) 440-8300, hbsbsupportstaff@hcai.ca.gov or by sending a letter to 2020 West El Camino Avenue, Suite 800, Sacramento, CA 95833. Providing your request at least seven (7) business days before the meeting will help ensure availability of the requested accommodation.

Board Rosters

December 2024

COMMITTEE LIST

BOARD MEMBERSHIP

CONSULTING COMMITTEE MEMBERS

This page left intentionally blank.

**HOSPITAL BUILDING SAFETY BOARD
2024 COMMITTEES**

BOARD PROCEDURES COMMITTEE (AD HOC)

<p><u>Committee Members:</u> Michael Foulkes, Chair Gary Dunger, Vice-Chair Louise Belair Jim Malley</p>	<p><u>HCAI Representatives:</u> Joe LaBrie</p> <p style="color: red;"><u>Meeting Dates:</u></p>
<p>Focus/Goals:</p> <ul style="list-style-type: none"> • Meet as needed for: <ul style="list-style-type: none"> ○ Policies and Procedures updates. ○ Nominating committee, training/onboarding members. 	

CODES AND PROCESSES COMMITTEE

<p><u>Committee Members:</u> Michael O'Connor, Chair Teresa Endres, Vice-Chair Cody Bartley Louise Belair Jennifer Cox Michael Davis Gary Dunger John Griffiths Scott Mackey Jim Malley Farzad Naeim Carl Newth</p> <p><u>Consulting Members:</u> Mark Hershberg Kelly Martinez Belinda Young</p>	<p><u>HCAI Representatives:</u> Brett Beekman Larry Enright Joe LaBrie Roy Lobo Bob Lyons Mia Marvelli Diana Navarro Jamie Schnick Nanci Timmins</p> <p style="color: red;"><u>Meeting Dates:</u> January 10 February 21 May 8 (morning) September 11</p>
<p>Focus/Goals:</p> <ul style="list-style-type: none"> • Update CANs and PINs to code (ongoing). • eTIO Program. • Evaluate standard details for SNFs. • Title 24 <ul style="list-style-type: none"> ○ Identify code modifications to support implementation of building standards code. 	

EDUCATION AND OUTREACH COMMITTEE

Committee Members:

Scott Mackey, Chair
Cody Bartley, Vice-Chair
Louise Belair
Janice Cheung
Michael Davis
Gary Dunger
Teresa Endres
Bert Hurlbut
Courtney Johnson
Jim Malley

HCAI Representatives:

Hussain Bhatia
Monica Colosi
Darren Graves
Joe LaBrie
Mia Marvelli
Jamie Schnick
Nanci Timmins

Meeting Dates:

February 8
May 22
August 1
September 26

Consulting Members:

Kelly Martinez
Bruce Rainey
Belinda Young
Bill Zellmer

Focus/Goals:

- Support the development of webinars.
- Develop a regular curriculum and predictable calendar for webinars.
- Revisions to “Guide for Working on OSHPD Projects – Tips from the Experts.”
- Emergency Design Guide.
- Webinars for Imaging Classes 1, 2, & 3.
- Emergency Design Guide (seminar TBD).
- Tips on how to work with OSHPD in the field (seminar TBD).
- OSHPD 6 – Chemical Dependency (webinar).
- Inspect to Pass (webinar).
- Work with Instrumentation Committee regarding webinar/seminar on instrumentation white paper.

“INSPECT-TO-PASS APPROACH TO FIELD INSPECTIONS” WEBINAR DEVELOPMENT SUBCOMMITTEE (OF THE EDUCATION AND OUTREACH COMMITTEE)

Subcommittee Members:

Michael Davis, Chair
Cody Bartley, Vice-Chair
Gary Dunger
Bert Hurlbut
Scott Mackey

HCAI Representatives:

Monica Colosi
Joe LaBrie

Meeting Dates:

October 24

Focus/Goals:

- Develop content for presentation at Inspect-to-Pass Approach to Inspections webinar.
- Discuss next steps to finalize webinar.

**OFFSITE FABRICATION/PREASSEMBLED COMPONENTS WEBINAR DEVELOPMENT
SUBCOMMITTEE (OF THE EDUCATION AND OUTREACH COMMITTEE)**

<p><u>Subcommittee Members:</u> Cody Bartley, Chair Scott Mackey, Vice Chair Teresa Endres</p> <p><u>Consulting Members:</u> Kelly Martinez</p>	<p><u>HCAI Representatives:</u> Hussain Bhatia Joe LaBrie Mia Marvelli Ali Sumer Nanci Timmins</p> <p><u>Meeting Dates:</u> February 28 March 26 April 24 RESCHEDULED May 8 (afternoon)</p>
<p>Focus/Goals:</p> <ul style="list-style-type: none"> • Discussion on additional draft content for the Offsite Fabrication/Preassembled Components webinar • Discuss next steps to finalize webinar. 	

ENERGY CONSERVATION AND MANAGEMENT COMMITTEE

<p><u>Committee Members:</u> Cody Bartley, Chair John Griffiths, Vice-Chair Louise Belair David Bliss Janice Cheung Jennifer Cox Gary Dunger Michael Foulkes Scott Mackey Carl Newth</p> <p><u>Consulting Members:</u> Eric Johnson David Lockhart</p>	<p><u>HCAI Representatives:</u> Larry Enright Mia Marvelli Jamie Schnick Nanci Timmins</p> <p><u>Meeting Dates:</u> April 3 CANCELED October 9</p>
<p>Focus/Goals:</p> <ul style="list-style-type: none"> • Identify HCAI research projects for energy conservation, reduction of carbon footprint, and cost savings while maintaining health and safety alternate energy sources. <ul style="list-style-type: none"> ○ Consider systems and monitoring devices for other environmental conditions. • Pursue indoor air quality at a lesser energy cost for healthcare. • Optimize water usage in healthcare environments. Efficiency/Sustainability. 	

INSTRUMENTATION COMMITTEE

<u>Committee Members:</u> Farzad Naeim, Chair Jim Malley, Vice-Chair Martin Hudson Courtney Johnson Jennifer Thornburg	<u>HCAI Representatives:</u> Hussain Bhatia Erol Kalkan Roy Lobo Ali Sumer
<u>Consulting Members:</u> Hamid Haddadi Moh Huang Tony Shakal	<u>Meeting Dates:</u> January 25 October 29
Focus/Goals: <ul style="list-style-type: none">• Continue working with HCAI staff on scheduled instrumentation installations.• Consider other systems and monitoring devices.• Collaborate with CGS on prioritizing upgrades to existing instrumentation.• Work with EO Committee regarding webinar/seminar on instrumentation white paper.	

STRUCTURAL AND NON-STRUCTURAL REGULATIONS COMMITTEE

<u>Committee Members:</u> Jim Malley, Chair Farzad Naeim, Vice-Chair Cody Bartley Louise Belair Michael Davis Teresa Endres Martin Hudson Courtney Johnson Jennifer Thornburg	<u>HCAI Representatives:</u> Joe LaBrie Roy Lobo Mia Marvelli Jamie Schnick Ali Sumer
<u>Consulting Member</u> Mark Hershberg	<u>Meeting Dates:</u> March 6 July 24 CANCELED October 23
Focus/Goals: <ul style="list-style-type: none">• Support HCAI with review of code changes (ongoing).• Support HCAI with review of new/revised PINs, CANs, and OPDs (ongoing).• Implementation of SPC-4D and NPC-4D.• Develop pre-approved details.• Seismic compliance issues related to NPC-3, NPC-4D, and NPC-5. Streamlining the process for compliance to meet the statutory and regulatory deadline.• Review of Code amendments that are now obsolete as those issues have been addressed in model code.• Develop and implement procedures and enforceable building standards to ensure safe and sustainable healthcare facilities.• Consider new products, materials and methods that would benefit the public by early adoption rather than waiting for their incorporation in the building code.	

TECHNOLOGY AND RESEARCH COMMITTEE

Committee Members:

Gary Dunger, Chair
Cody Bartley, Vice-Chair
David Bliss
Janice Cheung
Jennifer Cox
Teresa Endres
Michael Foulkes
John Griffiths
Bert Hurlbut
Scott Mackey
Michael O'Connor

HCAI Representatives:

Hussain Bhatia
Larry Enright
Joe LaBrie
Jamie Schnick
Nanci Timmins

Meeting Dates:

~~June 4~~ RESCHEDULED
June 20
~~November 12~~ CANCELED

Consulting Members:

Benjamin Broder
Eric Johnson
Belinda Young

Focus/Goals:

- Explore subjects of telemedicine and robotics
- Discuss the effect of technologies on healthcare equity
- Explore emerging technologies that help reduce the carbon footprint for healthcare facilities and implementation relative to code implementation of emerging tools relative to the code.
- Address how to regulate remote services (e.g., medical records, web-based nurse call, off-site server farms, etc.)
 - Define what is a medical record
 - Monitor CDPH electronic health records redundancy issues in the event of power failure and watch for potential effects to code
 - Invite industry members to address/inform the committee on the reliability of cloud-based systems (fire alarm, energy monitoring, etc.)
- Explore wastewater solutions

FULL BOARD MEETING DATES

April 18 – Sacramento
August 15 – Los Angeles
December 11 and 12 – Sacramento

HOSPITAL BUILDING SAFETY BOARD MEMBERSHIP

Appointed Members (Appointed by HCAI Director)

MEMBERSHIP CATEGORIES	NAMES	APPNTMNT DATE	TERM EXP DATE	TERM OF SERVICE
2 structural engineers	James O. Malley**	8/2020	8/2028	2nd term
	Farzad Naeim	8/2021	8/2025	1st term
2 architects	Teresa Endres	8/2023	8/2027	1st term
	Scott Mackey	8/2021	8/2025	1st term
1 engineering geologist	Courtney Johnson	4/2024	4/2028	1st term
1 geotechnical engineer	Martin B. Hudson	12/2023	12/2027	1st term
1 mechanical engineer	Louise Belair*	6/2017	6/2025	2nd term
1 electrical engineer	John Griffiths	8/2022	8/2026	1st term
1 hospital facilities manager	Gary Dunger	12/2022	12/2026	1st term
1 local building official	Carl Newth	8/2024	8/2028	1st term
1 general contractor	Cody Bartley	8/2022	8/2026	1st term
1 fire/life safety representative	Janice Cheung	12/2023	12/2027	1st term
1 hospital inspector of record	Michael L. Davis	8/2023	8/2027	1st term
3 public members	VACANT	--	--	--
	Jennifer Cox	4/2024	4/2028	1st term
	D. Michael Foulkes	6/2017	6/2025	2nd term
TOTAL	16			

Ex-Officio Members

HCAI, Director	Elizabeth Landsberg	No Term of Office Stipulated
State Fire Marshal	Daniel Berlant Vickie Sakamoto (Delegate)	
State Geologist	Jeremy Lancaster Jennifer Thornburg (Delegate)	
Building Standards Commission, Executive Director	Stoyan Bumbalov Irina Brauzman (Delegate) Kevin Day (Delegate)	
Department of Public Health, Director	Tomás J. Aragón, M.D., Dr. P.H. Nathaniel Gilmore (Delegate)	
OSHPD, Deputy Director	Chris Tokas	
TOTAL	6	

Director Appointed Ex-Officio Members (Serve at pleasure of Director)

3 members	David Bliss Bert Hurlbut Michael O'Connor	No Term of Office Stipulated
TOTAL	3	
TOTAL HBSB Members	25	

*Louise Belair: Chair 2021-2024 (2nd term)

**Jim Malley: Interim Vice-Chair 2024 (elected Dec. 2023)

November 2024

2024 CONSULTING COMMITTEE MEMBERS

<p>Benjamin Broder, MD, PhD, CPPS Kaiser Permanente/So. California 393 E. Walnut St. 3rd Floor NW Pasadena, CA 91188-8034 (626) 405-2501 Benjamin.I.Broder@kp.org <ul style="list-style-type: none"> • Technology and Research Committee </p>	<p>Hamid Haddadi California Geological Survey 801 K Street, MS 13-35 Sacramento, CA 95814 (916) 322-9304 FAX: (916) 323-7778 Hamid.Haddadi@consrvation.ca.gov <ul style="list-style-type: none"> • Instrumentation Committee </p>
<p>Mark Hershberg, SE KPFF Consulting Engineers 6080 Center Drive, Suite 300 Los Angeles, California 90045 (310) 665-1536 MHershberg@kpff-la.com <ul style="list-style-type: none"> • Codes and Processes Committee • Structural and Nonstructural Regulations Committee </p>	<p>Moh Huang California Geological Survey Moh.Huang@gmail.com <ul style="list-style-type: none"> • Instrumentation Committee </p>
<p>Eric C. Johnson, PE President ECOM Engineering, Inc. 1796 Tribute Road, Suite 100 Sacramento, CA 95815 (916) 641-5600 ECJ@ecomeng.com <ul style="list-style-type: none"> • Energy Conservation and Management Committee • Technology and Research Committee </p>	<p>David Lockhart, CHFM, CEM National Facilities Services Kaiser Permanente 1600 Eureka Road Roseville, CA 95661 (916) 784-5280; tie-line (8-514) Dave.Lockhart@kp.org <ul style="list-style-type: none"> • Energy Conservation and Management Committee </p>
<p>Kelly Martinez Co-founder Hallsta, Inc. PO Box 801238 Santa Clarita, CA 91381 (818) 400-0954 kelly@hallstainc.com <ul style="list-style-type: none"> • Codes and Processes Committee • Education and Outreach Committee </p>	<p>Bruce A. Rainey, MHA Vice President, Healthcare Global Solutions Director, Health Advisory Jacobs (760) 212-2438 (cell) <ul style="list-style-type: none"> • Education and Outreach Committee </p>

2024 CONSULTING COMMITTEE MEMBERS

<p>Tony Shakal California Geological Survey Tshakal@pacbell.net <ul style="list-style-type: none"> Instrumentation Committee </p>	<p>Belinda Young Principal Hellmuth, Obata & Kassabaum, Inc. 1 Bush Street, Ste 200 San Francisco CA 94104 (415) 356-8741 belinda.young@hok.com <ul style="list-style-type: none"> Codes and Processes Committee Education and Outreach Committee Technology and Research Committee </p>
<p>Bill Zellmer, AIA, CASp Program Manager—Physical Access Compliance and Regulatory Affairs Sutter Health 2200 River Plaza Sacramento, CA 95833 (916) 216-3491 (cell) Zellmeb@sutterhealth.org <ul style="list-style-type: none"> Education and Outreach Committee </p>	