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**TELECONFERENCE/VIRTUAL MEETING**  
**COMMERCIAL BUILDING CODE COUNCIL MEETING**  
**Room N208, 4822 Madison Yards Way, Madison**  
**Contact: Mindy Allen (608) 266-2112**  
**December 20, 2018**

*The following agenda describes the issues that the Committee plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Committee.*

**AGENDA**

**9:00 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

**A. Adoption of Agenda (1)**

**B. Approval of Minutes for December 27, 2017 (2)**

**C. Administrative Matters**

1. Election of Officers
2. Staff Updates
3. Department Updates

**D. Legislative and Administrative Rule Matters - Discussion and Consideration (3)**

1. Updates on Recent Legislation affecting the Commercial Building Code (SPS 361 to 366) and Related Administrative Rule Chapters
  - a. 2017 Wisconsin Act 59
  - b. 2017 Wisconsin Act 198
  - c. 2017 Wisconsin Act 243
  - d. 2017 Wisconsin Act 317
  - e. 2017 Wisconsin Act 329
  - f. 2017 Wisconsin Act 330
  - g. 2017 Wisconsin Act 331

**E. Public Comments**

**ADJOURNMENT**

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MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the council's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.

**TELECONFERENCE/VIRTUAL  
COMMERCIAL BUILDING CODE COUNCIL  
MEETING MINUTES  
DECEMBER 28, 2017**

**PRESENT:** Kevin Bierce, Steven Klessig, Samuel Lawrence, Brian Rinke

**ABSENT:** David Enigl, Steven Howard, Irina Ragozin, Peter Scheuerman, Corey Rockweiler, Hunter Bohne

**STAFF:** Brittany Lewin, Division Administrator; Dale Kleven, Rules Coordinator; Robin Zentner, Section Chief-Field Operations; Amy Millard, Bureau Director – Technical Services; Emily Handel, Bureau Assistant, and other Department staff

**CALL TO ORDER**

Samuel Lawrence, Chair, called the meeting to order at 9:02 a.m.

**ADOPTION OF AGENDA**

**MOTION:** Steven Klessig moved, seconded by Brian Rinke, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** Steven Klessig moved, seconded by Brian Rinke, to approve the minutes of January 19, 2017 as published. Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Brian Rinke moved, seconded by Steven Klessig, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 9:20 a.m

## AGENDA REQUEST FORM

<b>1) Name and Title of Person Submitting the Request:</b>  Mindy Allen, Administrative Rule Coordinator		<b>2) Date When Request Submitted:</b> December 10, 2018 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>													
<b>3) Name of Board, Committee, Council, Sections:</b> Commercial Building Code Council															
<b>4) Meeting Date:</b> December 20, 2018	<b>5) Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b>  <b>C. Administrative Matters</b> 1. Election of Officers  <b>D. Legislative and Administrative Rule Matters – Discussion and Consideration</b> 1. Updates on Recent Legislation affecting the Commercial Building Code (SPS 361 to 366) and Related Administrative Rule Chapters													
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b>  <input type="checkbox"/> Yes ( <u>Fill out Board Appearance Request</u> ) <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>													
<b>10) Describe the issue and action that should be addressed:</b>  C1. The Council will conduct an Election of its Officers for 2019.  D1. Department staff will provide an update on recent legislation signed into law relating to the Commercial Building Code and related administrative code chapters.															
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"><b>11)</b></td> <td style="width: 30%; text-align: center;"><b>Authorization</b></td> <td style="width: 30%; text-align: center;"><b>Date</b></td> </tr> <tr> <td>Signature of person making this request</td> <td></td> <td></td> </tr> <tr> <td>Melinda R. Allen</td> <td></td> <td>12/10/2018</td> </tr> <tr> <td>Supervisor (if required)</td> <td></td> <td>Date</td> </tr> </table>				<b>11)</b>	<b>Authorization</b>	<b>Date</b>	Signature of person making this request			Melinda R. Allen		12/10/2018	Supervisor (if required)		Date
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<hr/> <b>Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date</b>  															
<b>Directions for including supporting documents:</b> 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.															