



International Code Council

SECOND COMMITTEE MEETING MINUTES

The second meeting of the ICC Off-Site Construction Tiny Houses Standard Consensus Committee (IS-OSMTH) was convened on February 21, 2024 to continue the process of developing the ICC 1215 standard. The teleconference meeting was conducted through Teams.

1. Meeting Opening

- a. Opening remarks, objective of the meeting, and housekeeping:

Director of Standards and Staff Secretariat, Karl Aittaniemi called the meeting to order at 2:02 pm CT and welcomed all committee members and ICC staff. This second meeting of the committee is open to the public in accordance with ICC policy. All meeting participants were urged to read the ICC Code of Ethics, section 5.1.10 Representation of Interests in Council Policy (CP) #7 and CP #50 Antitrust provisions in the spirit of code of conduct. These documents are on

- b. Quorum and membership review:

Mr. Aittaniemi called the roll of the IS-OSMTH with the following members registering attendance. Mr. Aittaniemi noted that 10 of 18 committee members is required for a quorum in order to conduct business which was exceeded for the meeting.

NAME	2024 IS-OSMTH COMMITTEE MEETING			
	#1 01/31/24	#2 02/21/24	#3 tbd	#4 tbd
Alex Ontiveros Aguilar [d]	X	X		
Thomas Campbell [h]		X		
Mike Cheatham [b]				
Zack Giffin [f]	X	X		
Joshua Harmon [d]	X	X		
Caleb Knowles [a]	X	X		
Vina Lustado [d]	X			
Tracy Manchego-Baker [d]	X	X		
Bill McKinney [h]	X	X		
Nick Mosely [a]	X	X		

Jon

5. Next Meeting:

The third public meeting will be held the week of March 18th, 2024 at 2 pm CT pending a doodle poll result. Future meetings will be considered at the next meeting. It is anticipated the Work Group meetings will be in a two-week cadence.

6. Other Business:

None

7. Action Items & Adjournment

The action items from the meeting were summarized as follows:

<i>Populate the work group folders on OneDrive</i>	<i>Aittaniemi</i>
<i>Update work group tables of participants</i>	<i>Aittaniemi</i>
<i>Prepare work group scope statement drafts for committee approval</i>	<i>Committee</i>
<i>Arrange meeting invites to WGs 2 4</i>	<i>Paradine, Wiseman</i>