

INDIANA FIRE PREVENTION AND BUILDING SAFETY COMMISSION

COMMITTEE MEETING MINUTES

Indiana Fire Prevention and Building Safety Commission's Safety Codes for Elevators, Escalators, Manlifts, and Hoists Committee

Cisco Webex Electronic/Virtual Meeting

Wednesday, May 19, 2021

1. The Indiana Fire Prevention and Building Safety Commission's (the Commission) Safety Codes for Elevators, Escalators, Manlifts, and Hoists Committee (the Committee), was called to order by Committee Chairman Michael Corey at 9:02 a.m. EDT on Wednesday, May 19, 2021. All members of the Committee, staff, and other participants present participated in the meeting through electronic means (online or by phone) via Cisco Webex.

a. Committee Members Present:

Michael Corey, Chairman, Thyssenkrupp Elevator Corporation and Fire Prevention and Building Safety Commission Member
Clifford McDaniel, Indiana Department of Homeland Security (IDHS)
Brian Smith, Indiana University Bloomington
Brian Stanley, Indiana Department of Homeland Security (IDHS)
Steve Stuard, Stuard & Associates, Inc.
John Watson, Mid America Elevator

b. Committee Members Absent:

Joe Albertson, IUEC Local 34
Adam Sisson, Otis Elevator

c. Committee Staff Present:

Douglas Boyle, Director of the Fire Prevention and Building Safety Commission and Committee Secretary (IDHS)
Justin Guedel, Indiana Department of Homeland Security (IDHS), Deputy General Counsel
Bryston Sprecher, Administrative Assistant to the Fire Prevention and Building Safety Commission (IDHS)

d. Guests Present:

Bart Giesler, John Frick and Associates

2. Roll Call/Attendance

Secretary Boyle conducted roll call noting that quorum was met with six (6) voting members in attendance at the beginning of the meeting.

3. Committee Staff Updates/Announcements

- a. Status Update on Indiana Open Door Law and Public Meeting Requirements during the State of Indiana’s COVID-19 Public Health Emergency – Douglas Boyle, Director of the Fire Prevention and Building Safety Commission & Justin Guedel, IDHS Deputy General Counsel

Secretary Boyle advised the Committee that Governor Holcomb issued Executive Order 21-11 on April 29, 2021, extending the State of Indiana’s declaration of a public health disaster emergency, and the preceding executive orders tied to it, through May 31, 2021. Staff had not received any guidance regarding whether the relaxed meeting requirements will be renewed moving forward, but Secretary Boyle stated that the plan going forward may likely be to establish a hybrid-style meeting, whereby Committee members and staff may be able to gather in person and any guests will be afforded the ability to join the meeting(s) electronically. Secretary Boyle also noted that he intends to work with the IDHS Office of the General Counsel and the Commission to potentially revise the Committee’s Bylaws, to incorporate an electronic communications meeting policy similar to the Commission’s adopted policy. Chairman Corey stated that this sounds like a well-thought-out plan of action, while still allowing for flexibility if some members cannot make it or do not feel comfortable attending in-person meetings.

4. Committee Review and Action on Meeting Minutes

- a. Tuesday, April 20, 2021 Meeting

Secretary Boyle noted that, as the Committee’s secretary, he does not hold the power to officially adjourn meetings and advised that the section on adjournment be revised to simply read: The meeting was adjourned at 11:28 p.m. EDT. The Committee members raised no objections and had no further corrections to make to the meeting minutes. With that, Steve Stuard motioned to approve the Committee’s Tuesday, April 20, 2021 meeting minutes, with the one noted correction. Brian Smith made the second. It was voted on and carried.

	Yes	No
Michael Corey	X	
Clifford McDaniel	X	
Brian Smith	X	
Brian Stanley	X	
Steve Stuard	X	
John Watson	X	

The April 20, 2021 meeting minutes were **approved as amended**, with a vote of 6-0.

5. Continue Review of ASME A17.3-2017 [Next Steps for Rewriting 675 IAC 21-9 (Rule 9) and Incorporating ASME A17.3-2017 by reference]
 - a. Review “ASME A17.3-2017 with 675 IAC 21-9-2 Amendments Incorporated” Document prepared by Committee Staff

The Committee finished its review of ASME A17.3-2017 and updated the document that it has been working on over the last several meetings to reflect the retained, amended, and deleted sections. The document prepared by Committee staff that the Committee has been reviewing is located on the Committee’s meeting materials web page (<https://www.in.gov/dhs/boards-and-commissions/fire-prevention-and-building-safety-commission/iecc-meeting-materials/>).

6. Plan Forward

- a. Set Meeting Date for June 2021

After some discussion, the Committee decided that it will tentatively plan to meet on Wednesday, June 16, 2021. The setting of the meeting (in-person or electronic) will depend upon extension of the public health emergency disaster declaration and/or extension of current modifications to the Indiana Open Door Law. Per Secretary Boyle’s directives, the Committee can expect to receive an update during the first week of June to determine if it is necessary to cancel the tentatively scheduled electronic meeting.

- b. Set Agenda for June 2021 Meeting

For the Committee’s June meeting, Secretary Boyle advised the Committee that he will plan to draft a Proposal for Code Change for the Committee to approve regarding adoption of ASME A17.3-2017, which will essentially reflect the work that the Committee has completed during its review of ASME A17.3-2017 over the last five meetings. Secretary Boyle advised that the plan will then be to make any final changes to the proposal, which will essentially notate the additions, deletions, and amendments that will be made to ASME 17.3-2017. The Committee will then need to ultimately approve the proposal to finish its work on ASME 17.3-2017.

Secretary Boyle reminded the Committee that it will need to review and adopt the latest edition of the Automated People Mover Standard 21. He informed the Committee that a new 2021 edition of the standard was published by the American Society of Civil Engineers (ASCE) earlier in the year. Secretary Boyle advised the Committee that he will try to procure a copy of that standard. Secretary Boyle suggested that it may be a good idea for the Committee to start reviewing the administrative requirements of Rule 1 (675 IAC 21-1), and the

members and any other interested persons should plan to submit any Proposals for Code Change to Rule 1 for review at the June meeting as well. After the Committee finishes its work on Rule 1 and Automated People Standard 21, the Committee will still need to adopt ASME A17.6-2017 and draft a fiscal impact statement for the adoption of that standard, and then the Committee will likely need to revisit ASME A17.1 and review the changes between the 2016 and 2019 editions of ASME A17.1. Finally, Secretary Boyle requested that any Proposals for Code Change intended to be considered at the Committee's Wednesday, June 16, 2021 meeting be submitted to staff no later than Wednesday, June 9, 2021.

7. Adjournment

The meeting was adjourned at 11:20 a.m. EDT.