



# Foothill Chapter

International Code Council

[www.iccfoothill.org](http://www.iccfoothill.org)

REGULAR BUSINESS MEETING OF TUESDAY, October 20, 2009

## MINUTES

The October 20, 2009, regular business meeting of the Foothill Chapter of ICC was held at the City of San Dimas. 26 people were in attendance.

### CALL TO ORDER

President TRANG HUYNH called the meeting to order at approximately 12:15 P.M.

### BOARD MEMBERS PRESENT:

PRESIDENT.....	TRANG HUYNH
SECRETARY/TREASURER .....	MERRY WESTERLIN
BOARD MEMBER.....	ERIC BEILSTEIN
BOARD MEMBER.....	JEFF BAUGHMAN
BOARD MEMBER.....	SARKIS NAZERIAN
BOARD MEMBER.....	ANDY SHIPPER
BOARD MEMBER.....	PETE GOODRICH-ABSENT

### APPROVAL OF THE MINUTES OF PREVIOUS MEETING

A motion to approve the minutes of the September 15, 2009 meeting was made by Jeff Baughman and seconded by Andy Shipper. The motion was approved.

### SECRETARY/TREASURER'S REPORT

Secretary/Treasurer Merry Westerlin reported that the checking account had a balance of \$3,709.88 and the savings account had a balance of \$6,482.10. Merry stated that she had filed the Statement of Information form with the State of California.

She included that she was not familiar with the IRS 990 form and asked of the group for some assistance from anyone who had knowledge of this form.

### COMMUNICATIONS

- President Trang shared a letter with the group which he received from AEQ Testing Lab. They offered to give a tour of their facility if the group wanted. Please let Trang know if you are interested in going.
- President Trang stated that he received a letter from a vendor which was willing to do a demonstration for the Chapter on computerized plan submittals for the plan check and permit process.

### COMMITTEE REPORTS

- Membership ~ Andy Shipper – No report.
- Education ~ Eric Beilstein stated that we have no future trainings scheduled at this time. Jeff Baughman stated that he had contacted Hartman & Associates and they indicated that they would speak to the group. The Chapter will need to set a date with them.
- CALBO Liaison ~ Jay Salazar was not present however; he has been in contact with President Trang. Jay is planning to be at our Chapter in January 2010.

### OLD BUSINESS

- No old business.

### NEW BUSINESS

- Merry Westerlin made a motion that the Chapter cancel the November meeting due to Education Week falling on the same week as our meeting. Andy Shipper seconded the motion. Discussion followed in agreement. Motion approved. Our next meeting will be Dec. 15, 2009 in San Dimas.

### GOOD OF THE ORDER

- Technical Code questions were brought up by visitors and members. Discussion and solutions to situations were discussed among the group.

- Jim Waters asked the group about how many jurisdictions were requiring permits for “true” retrofit windows. About half of the jurisdictions present are requiring retrofit window permits.
- Eric Beilstein spoke about the current requirements for a bonding mat at swimming pool installations. Some contractors are still not aware of this requirement.
- Mike Hearn visited us from the High Desert Chapter. He handed out a Letter of Determination which was passed out recently at his Chapter meeting. The letter stated that the 10 foot separation requirement between the return and combustion air is missing from the 2007 California Mechanical Code. It appears that this section (Section 312.3) did not get put in the new addition, but will not be missed in the next issue.

**Special Speaker:**

Our Chapter was privileged to have Scott Fazekas speak to us concerning the recent CASP exam which he had taken. He explained the preparation, cost, and required study material needed to help in the preparation for future exam takers. He spoke about the CASP program and had recently attended meetings of certified CASP personnel. Scott was very informative on this needed subject matter.

**ADJOURNMENT**

The meeting was adjourned at approximately 2:30 P.M.

**NEXT BUSINESS MEETING**

DATE: Tuesday, December 15, 2009

LOCATION: City of San Dimas  
245 E. Bonita  
San Dimas, CA

TIME: 1:00 - 3:00 P.M.

**Note to Board Members:** The regular pre-meeting board members only meeting will  
be at 12:00 P.M.

Respectfully submitted,

Merry Westerlin

Secretary/Treasurer

**Class 1 Member Cities:** *Arcadia ~ Azusa ~ Big Bear Lake ~ Cathedral City ~ Chino Hills ~ Chino  
Claremont ~ Colton ~ Covina ~ El Monte ~ Fontana ~ Garden Grove ~ Glendale ~ Glendora ~ Grand  
Terrace ~ Highland ~ Loma Linda ~ Monrovia ~ Montclair ~ Montebello ~ Monterey Park ~ Norco  
Ontario ~ Pasadena ~ Perris ~ Pomona ~ Rancho Cucamonga ~ Rancho Mirage ~ Redlands ~ Rialto ~  
San Dimas ~ Upland ~ Victorville ~ West Covina ~ Yucaipa*