

September 13, 2011

TO: Members of the MAG Building Codes Committee

FROM: Ken Sowers, Avondale, Chair

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Wednesday, **September 21, 2011** - 2:00 pm  
MAG Office, Second Floor, Ironwood Room  
302 North 1st Avenue, Phoenix

A meeting of the MAG Building Codes Committee (BCC) has been scheduled for the time and place noted above. Members of the MAG Building Codes Committee may attend in person, by videoconference or by telephone conference call. Those attending by telephone conference call must make arrangements with Steve Gross at MAG at (602) 254-6300 at least one day prior to the meeting.

If you drive to the meeting, please park in the garage under the building and bring your ticket to the meeting; parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

Pursuant to Title II of the Americans with Disabilities Act (ADA), MAG does not discriminate on the basis of disability in admissions to or participation in its public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Jami Garrison at the MAG office. Requests should be made as early as possible to allow time to arrange for accommodation.

Please be advised that under procedures approved by the MAG Regional Council on June 26, 1996, all MAG committees must have a quorum to conduct business. A quorum is a simple majority of the membership, or 12 people for the MAG Building Codes Committee. If you are unable to attend the meeting, please send a proxy from your jurisdiction or agency to represent you.

If you have any questions or require additional information, please contact Scott Wilken at (602) 254-6300 or [swilken@azmag.gov](mailto:swilken@azmag.gov).

TENTATIVE AGENDA  
MAG Building Codes Committee Meeting  
September 21, 2011

1. Call to Order

2. Introductions

3. August 17, 2011 Meeting Minutes

4. Call to the Audience

Members of the public may request to speak on items that fall under the jurisdiction of the MAG Building Codes Committee (BCC) and are not scheduled on the agenda; or, on items on the agenda for discussion but not for action. A total of 15 minutes will be provided for the Call to the Audience, with a limit of three minutes per speaker, unless the Chair requests an exception to this limit. Those requesting to comment on action agenda items may be provided an opportunity to do so at the time the agenda item is heard.

5. Comments From the Committee

An opportunity will be provided for Building Codes Committee members to present a brief summary of current events. The Building Codes Committee is not allowed to propose, discuss, deliberate or take action at the meeting on any matter in the summary, unless the specific matter is properly noticed in accordance with the Arizona Open Meeting Law.

6. Legislative Update

An update will be provided on legislative issues of interest.

2. For information.

3. Review and approve the minutes of the August 17, 2011 meeting.

4. For information and discussion.

5. For information and discussion.

6. For information and discussion.

7. State Licensing of Assisted Living and Adult Day Health Care Facilities

Jim Tiffany, Larry Martens, Efa Torkwase, and Eleanor Strang from the State of Arizona Office of Assisted Living Licensing will give a presentation on the Rules and Statutes that govern Assisted Living and Adult Day Health Care Facilities, with particular emphasis on the licensing requirements and care issues that have specific implications for building, zoning, and fire safety officials, as well as the most commonly cited deficiencies for both Centers and Homes, and resources that are available through their office and on the internet. Please see **Attachment One**.

8. Appointments of Chair and Vice Chair of the MAG Building Codes Committee

On July 22, 2009, the MAG Regional Council approved the MAG Committee Operating Policies and Procedures. According to the Policies and Procedures, officer positions for technical committees have one-year terms, with possible reappointment to serve one additional term, by consent of the respective committee. In 2010, the Regional Council Executive Committee appointed Ken Sowers, Chief Building Official, City of Avondale as Vice Chair of the Building Codes Committee, and on July 1, 2011, he became Chair of the Building Codes Committee upon the expiration of the term of the previous Chair. In 2011, the Regional Council Executive Committee appointed Michael Williams, Deputy Development Services Manager, City of Tempe, as Vice Chair, effective July 1, 2011.

Effective December 1, 2011, Ken Sowers will be retiring from the City of Avondale and resigning from the Building Codes Committee. Pursuant to the Policies and Procedures, the Vice Chair will assume the Chair. Voting members of the Building Codes Committee interested in serving in the Vice Chair position should submit a letter of

7. For information and discussion.

8. For information and discussion.

interest to the MAG Regional Council Chair by October 28, 2011 for appointment by the MAG Executive Committee at its November 14, 2011 meeting. Please refer to **Attachment Two**.

9. Updated MAG Building Codes Committee Membership

We are requesting that Committee members review **Attachment Three**, Committee Roster, sent with this agenda. Please forward any changes to Scott Wilken prior to the meeting or provide them at the meeting.

10. Update Survey of Code Adoption

**Attachment Four** identifies the codes that member agencies have adopted. Please review this information and provide any updates or corrections to Scott Wilken.

11. Topics for Future Agendas

Potential topics for the next meeting will be discussed. Please think of any items of discussion or presentations that you would be interested in hearing about at future meetings.

The next meeting of the MAG Building Codes Committee is scheduled for Wednesday October 19, 2011 at 2:00 p.m. in the MAG Ironwood Room.

12. Adjournment

9. For information and discussion.

10. For information and discussion.

11. For information and discussion.