

**COUNTY OF EL DORADO
PLANNING AND BUILDING DEPARTMENT**

**AGENDA
June 16, 2021
Building Industry Advisory Committee**

Jerry Homme, Chairman, El Dorado Co, Builders Exchange (*Vacant, Alt*)
Jeff Haberman, At-Large Member (*James Bayless, Alt*)
Lori Burne, At-Large Member (*Marilyn Ross, Alt*)
Earl McGuire, SAGE (*Garry Gates, Alt*)
Jeff Short, North State BIA (*William Fisher, Alt*)
Tom Burnette, Building Official, (*Technical Advisor*)
Marshall Cox, El Dorado Fire, (*Technical Advisor*)

Wednesday, June 16, 2021

1:30 PM

El Dorado County
2850 Fairlane Ct.
Placerville, CA 95667

The BIAC makes recommendations to the Board of Supervisors and Development Services Division regarding code interpretations, inspections, procedures, new construction techniques, product reviews, new codes, revised fees and other items of industry concern (Resolution 164-2010)

Building Industry Advisory Committee Agenda, Supplemental Agenda Materials and Minutes are available on the internet at: https://www.edcgov.us/Government/building/pages/building_industry_advisory_committee.aspx

PUBLIC PARTICIPATION INSTRUCTIONS: To comply with physical distancing requirements and the stay at home order from the Governor, they physical meeting will be closed to members of the public and all public participation will be handled remotely.

To observe the live stream of the Building Industry Advisory Committee meeting go to <https://zoom.us/j/99263337638>. The meeting ID is 992 6333 7638. Password 770937.

If you are joining the meeting via zoom and wish to make a comment on an item, press the “raise a hand” button. If you are joining the meeting by phone (646) 558-8656, press *9 to indicate a desire to make a comment. Speakers will be limited to 3 minutes.

By participating in this meeting, you acknowledge that you are being recorded.

CALL TO ORDER AND ROLL CALL

ADOPTION OF AGENDA

APPROVAL OF THE MINUTES

- 1.) **March 17, 2020**
- 2.) **April 21, 2021**

OPEN FORUM

Open Forum is an opportunity for members of the public to address BIAC Members on subject matters that are not on the meeting agenda and within their jurisdiction. Public comments during Open Forum are limited to three (3) minutes per person. The Committee reserves the right to impose a reasonable limit of time afforded to any topic, individual speaker or the total amount of time reserved for Open Forum.

DISCUSSION ITEMS

- 1) **Chair recommending the committee receive and file an update from Jerry Homme, Building Industry Advisory Committee Chair on the following:**
 - a. Sensitivity training by El Dorado County titled Implicit Bias.
- 2) **Chair recommending the committee receive and file an update from Don Knight, Deputy Building Official, Technical Advisor for Building Industry Advisory Committee on the following:**
 - a. Where to find information on El Dorado County website regarding WRIT of Mandate. [Planning Services](#)
- 3) **Planning and Building Department notifying the Committee that Marshall Cox, President of the Fire Protection Officers (FPO) group, is stepping down from his role as technical advisor to BIAC. Fire Prevention Specialist, Casey Ransdell, will replace Marshall as the new technical advisor going forward.**

ATTACHMENT:

- A) Marshall Cox, President of the Fire Protection Officers (FPO) email

- 4) **Chair recommending the Committee do the following:**
 - a. Discuss and Review the drafted Bylaws; and,
 - b. Approve the final draft of the Bylaws.

ATTACHMENT:

- B) Building Industry Advisory Committee Bylaws DRAFT

NEXT MEETING: June 16, 2021**BIAC MEMBER UPDATES****ADJOURNMENT**

COUNTY OF EL DORADO PLANNING AND BUILDING DEPARTMENT

March 17, 2020 MINUTES

Building Industry Advisory Committee

Jerry Homme, Chairman, Member at Large (*Vacant, Alt*)
Jeff Haberman, Member at Large (*James Bayless, Alt*)
Lori Burne, Member at Large (*Marilyn Ross, Alt*)
Earl McGuire, SAGE (*Garry Gates, Alt*)
Jeff Short, North State BIA (*William Fisher, Alt*)
Tom Burnette, Building Official (Technical Advisor)
Marshall Cox, El Dorado Fire (Technical Advisor)

Wednesday, March 17, 2020

1:30PM

El Dorado County
2850 Fairlane Ct
Placerville, CA 95667
TAC Conference Room

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1:37 P.M.

CALL TO ORDER AND ROLL CALL

Meeting was called to order at 1:37pm by Chair Homme, with the following committee members present:

Present:7 - Chair Homme, Member Burne (at 2:05 pm), Member McGuire, Member Short, Alternate Member Ross.
Absent:3 - Member Haberman, Alternate Bayless, Alternate Gates, Alternate Fisher.

Chair Homme, recommends the committee add the following item to the agenda as item #2:

- Review MOU between El Dorado County and Fire Protection District
A motion was made by Chair Homme, seconded by Member Short to add the above mentioned to Discussion Item #2.
Votes were by roll call.

Yes: 4 - Chair Homme, Member McGuire, Member Short, Alternate Member Ross.

No: 0

ADOPTION OF AGENDA

A motion was made by Member McGuire, seconded by Member Short to adopt the Agenda with the addition of item #2.

Votes were by roll call.

Yes: 4 - Chair Homme, Member McGuire, Member Short, Alternate Member Ross.
No: 0

APPROVAL OF MINUTES

A motion was made by Member Short, seconded by Member McGuire to approve the December 16, 2020 Minutes.

Votes were by roll call.

Yes: 4 - Chair Homme, Member McGuire, Member Short, Alternate Member Ross.
No: 0

OPEN FORUM

None

Member McGuire-Role clarification of Alternate BIAC members

DISCUSSION ITEMS

1. Chair recommending the committee receive and file an update from Ron Phillips, El Dorado Hills Fire Department on the following:
 - a. El Dorado County Regional Fire Protection Standard NO. D-003, Water Supplies for Suburban and Rural Fire Fighting (DRAFT); and,
 - b. California Board of Forestry Proposed Rulemaking Efforts on Amending 14 CCR §§1270.00-1276.04, State Minimum Fire Safe Regulations; and
 - c. Rescue Fire Protection District Proposed Ordinance to Establish a Schedule of Fees Covering the Cost of Service and Enforcement of Regulations

No action taken

2. Chair recommends the committee do the following:
 - a. Review language of Fire Protection District MOU's

Chair Homme, recommends the committee schedule a Special Meeting of the BIAC for April 21, 2021 at 1:30 p.m. to discuss this item further.

A motion was made by Chair Homme, seconded by Member McGuire
Votes were by roll call.

Yes: 4 – Chair Homme, Member Short, Member McGuire, Member Burne
No: 0

3. Chair recommending the committee do the following:
 - a. Vote on the creation of Bylaws for the Building Industry Advisory Committee; and,
 - b. Review and edit the drafted Bylaws at the next regularly scheduled meeting on June 16, 2021; and,
 - c. Approve the final draft of the Bylaws.

A motion was made by Member McGuire, seconded by Member Burne to
Votes were by roll call.

Yes: 4 – Chair Homme, Member Short, Member McGuire, Member Burne
No: 0

NEXT MEETING: **Special Meeting, April 21, 2021 at 1:30 p.m.**
 Regular Meeting, June 16, 2021 at 1:30 p.m.

BIAC MEMBER UPDATES

None

ADJOURNMENT

Meeting adjourned at 3:20 pm by Chair Homme.

DRAFT

COUNTY OF EL DORADO PLANNING AND BUILDING DEPARTMENT

April 21, 2021 MINUTES

Building Industry Advisory Committee

Jerry Homme, Chairman, Member at Large (*Matt Blessing, Alt*)
Jeff Haberman, Member at Large (*James Bayless, Alt*)
Lori Burne, Member at Large (*Marilyn Ross, Alt*)
Earl McGuire, SAGE (*Garry Gates, Alt*)
Jeff Short, North State BIA (*William Fisher, Alt*)
Tom Burnette, Building Official (Technical Advisor)
Marshall Cox, El Dorado Fire (Technical Advisor)

Wednesday, April 21, 2021

1:30PM

El Dorado County
2850 Fairlane Ct
Placerville, CA 95667
TAC Conference Room

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1:37 P.M.

CALL TO ORDER AND ROLL CALL

Meeting was called to order at 1:37pm by Member Burne, with the following committee members present:

Present:4 - Member Burne, Member Short, Alternate Bayless, Alternate Fisher.

Absent:6 - Chair Homme, Alternate Blessing, Member Haberman, Alternate Ross, Member McGuire, Alternate Gates

ADOPTION OF AGENDA

A motion was made by Member Short, seconded by Alternate Bayless to adopt the Agenda. Votes were by roll call.

Yes: 4 - Member Burne, Member Short, Alternate Bayless, Alternate Fisher

No: 0

DISCUSSION ITEMS

1. Planning and Building Department advising the Building Industry Advisory Committee (BIAC) of the County's intent to enter into a Memorandum of Understanding (MOU) with each Fire Protection District pursuant to Board direction on March 10, 2020 (Item [20-0203](#)).

BACKGROUND:

Pursuant to Board Resolutions Adopted on March 10, 2020, the Fire Protection Districts and the County have agreed to develop, implement and maintain a memorandum of understanding that describes the roles and responsibilities pertaining to the inspection of certain building standards found in the Fire Code.

- a) Resolution 035-2020 - Cameron Park Community Services District;
- b) Resolution 036-2020 - Diamond Springs-El Dorado Fire Protection District;
- c) Resolution 037-2020 - El Dorado County Fire Protection District;
- d) Resolution 038-2020 - El Dorado Hills County Water District;
- e) Resolution 039-2020 - Garden Valley Fire Protection District;
- f) Resolution 040-2020 - Georgetown Fire Protection District;
- g) Resolution 041-2020 - Lake Valley Fire Protection District;
- h) Resolution 042-2020 - Meeks Bay Fire Protection District;
- i) Resolution 043-2020 - Mosquito Fire Protection District;
- j) Resolution 044-2020 - Pioneer Fire Protection District; and
- k) Resolution 045-2020 - Rescue Fire Protection District.

ATTACHMENTS:

- A) County Counsel Blue Route
- B) MOU Template 1_Fire Chief Enforcement – CoCo edits
- C) MOU Template 2_Fire Chief Enforcement incl. LPG – CoCo edits
- D) MOU Template 3_Building Official Enforcement – CoCo edits

ADJOURNMENT

Meeting adjourned at 2:00 pm by Member Burne.



BIAC Agenda Item Request

Marshall Cox <mcox@edhfire.com>

Fri, Apr 30, 2021 at 1:14 PM



Good afternoon BIAC Board, members & Building/Planning Staff:

It has been an honor to serve as a technical advisor to the BIAC board and members for the past few years. Thank you for that tremendous opportunity. As President of the FPO group, I would like to formally request that Fire Prevention Specialist Casey Ransdell take my place on the BIAC board as a technical advisor. FPS Ransdell is currently the Vice President of the FPO group and will be a valuable asset to the BIAC group moving forward.

If you wouldn't mind, please confirm that you have received this email. Also, if there is anything else I need to do to help assist in this transition, please let me know and I will make sure to complete those items.

Thank you all again,

Marshall Cox

President



El Dorado County Fire Prevention Officers

Administrative Office: [501 Pleasant Valley Rd, Diamond Springs, CA 95619](#)

Mobile: (916) 817-9339

This e-mail and any files transmitted with "@" are confidential and are intended solely for the use of the individual or entity to which they are addressed. If you are not the intended recipient or the individual responsible for delivering the e-mail to the intended recipient, then please be advised that you have received this e-mail in error and that any use, dissemination, forwarding, printing, or copying of this e-mail is strictly prohibited. If you have received this e-mail in error, then please immediately notify Marshall Cox by telephone at (916) 817-9339. You will be reimbursed for reasonable costs incurred in notifying us.

ATTACHMENT A

BUILDING INDUSTRY ADVISORY COMMITTEE
of the
COUNTY OF EL DORADO
BYLAWS

1. AUTHORITY AND DEFINITIONS

The following Bylaws of the Building Industry Advisory Committee of the County of El Dorado, hereinafter referred to as the **BIAC**, are hereby adopted pursuant to Section 65102 of the Government Code of the State of California and Section 2.20.650 of the El Dorado County Code.

2. OFFICE

The principal office of the **BIAC** shall be at the El Dorado County Government Center, 2850 Fairlane Court, Placerville, CA.

NOW, THEREFORE, BE IT RESOLVED RESOLUTION NO. 164-2010 that the Board of Supervisors of the County of El Dorado, California, establishes the membership and sets forth the responsibilities of the BIAC as follows:

Section 1. COMMITTEE STRUCTURE. The Committee shall consist of five members appointed by the Board of Supervisors with a three-year term. The Board of Supervisors shall appoint one member and one alternate from each of the following organizations and two “at large” members. In addition, the Development Services Department, Building and Planning Divisions and the El Dorado County Fire Chiefs Association shall serve as technical advisors to the Committee.

- a. Active contractors in good standing.
- b. North State Building Industry Association of Sacramento Building Exchange.
- c. Surveyors, architects, geologists and engineers (SAGE) of El Dorado County

Section 2. MEETINGS. The Building Industry Advisory Committee will meet quarterly. Additional meetings may be added if deemed necessary by the committee members and/or Development Services staff. The meetings will be noticed in accordance with the Brown Act. A quorum of three voting members is necessary to conduct official Committee business.

- a. Special meetings of the Committee may be called by the Chair or any three members of the Committee by notifying the Executive Secretary, stating the purpose, time, and place of the meeting at least 96 hours before the time set forth. The Executive Secretary shall thereupon notify each member of the purpose, time, and place of the

meeting at least 72 hours before the time of the meeting. An agenda of said meeting shall be posted at least 72 hours prior to the meeting and notice of a special meeting shall also be given to the news media.

- b. Meetings may be adjourned to another time and place by the Chair with majority concurrence. The Chair shall give public notice of the time and place during the meeting so adjourned.

Section 3. RESPONSIBILITIES. The Building Industry Advisory Committee shall make recommendations to the Board of Supervisors and the Development Services Department on policies and procedures related to the building industry.

Section 4. OFFICERS.

- a. The officers of the BIAC shall consist of a Chair, First Vice Chair, Second Vice Chair, and an Executive Secretary.
- b. The Chair and Vice Chair will have a 2-year rotating term from and by the voting members of the committee meeting in December and shall take office at the next regular meeting. Vacancies shall be filled in the same manner at the first meeting immediately following the time the vacancy occurs.
- c. The Chair shall act as the presiding officer at all the meetings of the committee
- d. The planning and Building Department Director shall be ex-officio Executive Secretary of the Committee. The Executive Secretary shall be responsible for the preparation of an agenda and for the keeping of minutes and shall deliver correspondence, reports and other matters on behalf of the Committee.

Section 5. PROCEDURES.

- a. Meetings shall be conducted in such manner as the Chair directs within the rules herein set forth and any regularly adopted agenda.
- b. A majority of the Committee shall constitute a quorum for the transaction of business. Majority shall mean three or more members of the total membership of five members. The only action which can be taken at a meeting attended by less than a quorum is to adjourn the meeting to a certain day and time to be determined.
- c. To be passed, all motions and resolutions must receive the affirmative votes of no less than the majority of the Committee unless otherwise required by law.
- d. Members of the Committee who are unable to attend a meeting shall, if possible, so inform the Chair, Executive Secretary or Clerk in advance of said meeting in order to determine a quorum in advance.
- e. Voting shall be by roll call. Except on hearing items, the Chair may elect to call for “all in favor” or “any opposed” verbal vote. All officers of the Committee, excepting the Executive Secretary, shall be able to vote.

- f. Any person desiring to appear before the Committee, except at public hearings, may have the matter placed on the Committee's agenda, stating the name of the party and the purpose of the appearance. The matter will be considered during Public Forum, pursuant to procedures adopted by the Board of Supervisors.
- g. Any question of procedure not governed by the rules herein set forth, shall be decided in accordance with the latest revised edition of Robert's Rules of Order.
- h. The Committee, by motion, may suspend or vary the application of these rules with regard to any proceedings or to any particular problem before the Committee.
- i. The agenda of all upcoming BIAC meetings will be discussed with the Chair prior to being published for the public.
- j. By majority vote of the BIAC the Chair may agendize the items through the Resolution of Intention process (used for hearing items).
- k. By majority vote of the BIAC, items discussed during Public Forum may be agenized for further discussion and/or action. These items will be placed on the next available agenda.
- l. The BIAC may repeal, amend, or add to these rules by resolution.

Adopted by the BIAC of the County of El Dorado on _____
date

Chair, Planning Commission

Executive Secretary of the Commission

ANTI-DISCRIMINATION AND ANTI-HARASSMENT POLICY

The BIAC of El Dorado County is committed to providing an environment free of discrimination and harassment, where all individuals are treated with respect and dignity, can contribute fully, and have equal opportunities. Our organization and its members do not and shall not discriminate based on race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status in any of its activities or operations. These activities include but are not limited to selection of volunteers and we are committed to providing an inclusive and welcoming environment for all.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held on the _____ day of _____ , _____ , by the following vote of said Board:

Ayes: Hidahl, Turnboo, Thomas, Parlin, Novasel
Noes: none
Absent: none

Attest: Kim Dawson
Clerk of the Board of Supervisors

By: _____
Deputy Clerk

_____ Chairman, Board of Supervisors

I CERTIFY THAT:
THE FOREGOING INSTRUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE.

Attest: Kim Dawson, Clerk of the Board of Supervisors of the County of El Dorado, State of California

By: _____ Date: _____
Deputy Clerk