BARRIER FREE DESIGN BOARD
Lake Superior Conference Room
Michigan Library/Museum
702 West Kalamazoo Street
Lansing, MI 48933

Minutes
July 15, 2016

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MEMBERS PRESENT

Mr. Ronald Campbell
Mr. Michael Harris (via cellphone)
Mr. Chris MacKay
Mr. Greg Pollock
Mr. Jeff Spencer
Mr. Jason Turkish

MEMBERS ABSENT

Mr. Aaron Besmer
Ms. Emily Blauw
Mr. Vincent DeLeonardis

DEPARTMENT PERSONNEL IN ATTENDANCE

Keith Lambert, Acting Director – Bureau of Construction Codes
Mr. Stanley Skopek, Chief, Permits & Plan Review Division
Ms. Usha Menon, Plan Reviewer, Plan Review Division
Ms. Kathy Cosgray, Secretary, Plan Reviewer Division
Ms. LeeAnn Allaire, Administrative Services Division
Ms. LaKisha Ward, Bureau of Construction Codes

1. **CALL TO ORDER AND DETERMINATION OF QUORUM**

The meeting was called to order at 9:55 a.m. by Mr. Stanley Skopek. A quorum was determined present at that time.

2. **APPROVAL OF AGENDA**

A **MOTION** was made by Board Member Spencer to approve the agenda for the July 15, 2016 Board meeting. The **MOTION** was seconded by Board Member Turkish. **MOTION CARRIED.**

3. **INTRODUCTION OF MEMBERS**

Mr. Skopek asked since there were new members that each member introduce themselves.

4a. **ELECTION OF CHAIRPERSON**

Election of 2016 Chairperson of the Barrier Free Design Board

Mr. Skopek addressed the board for any volunteers to take on the position of Chairperson for the board and explained the duties with the position. Chairperson will also have ability to be on the Construction Code Commission or appoint someone else. The Chairperson can also set or cancel meetings for the board in situations where there may not be any cases to hear. Board Member Turkish volunteered himself for the position with the **MOTION** seconded by Board Member MacKay. **MOTION CARRIED.**

4b. **ELECTION OF VICE CHAIRPERSON**

Chairperson Turkish addressed board to ask if any members would like to volunteer to be the Vice Chairperson. Board Member Spencer nominated Board Member Harris – **MOTION** seconded by Board Member Campbell. Board Member Harris accepted nomination to Vice Chairperson. **MOTION CARRIED.**

5. **APPOINTMENT TO THE CONSTRUCTION CODE COMMISSION**

Chairman Turkish asked if he could defer the appointment to the commission until he gained further knowledge of the board. He asked if anyone would wish to serve as the Construction Code Commission member. Board Member Pollock volunteered to be the Construction Code Commission Member. Board Member Turkish seconded the **MOTION. MOTION CARRIED.**

APPROVAL OF MINUTES – JULY 17, 2015

A **MOTION** was made by Board Member MacKay to approve the minutes of the July 17, 2015 Board meeting. The **MOTION** was seconded by Board Member Spencer. **MOTION CARRIED.**

6. **NEW BUSINESS**

Mr. Skopek indicated that three (3) cases will be coming before the board for the next meeting in September.

7. **UNFINISHED BUSINESS**

None

8. **STAFF REPORT**

Stanley Skopek provided a brief report on the following:

- Jurisdiction issues with building permits and school construction.
- Overview of the different divisions within the bureau, their duties and staff changes.
- Exception process – barrier free complaints in step by step processing
- The bureau's new computer program ACCELA-allows submittal of permits and plan review drawings on line.

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9. A **MOTION** to approve the remaining board meeting dates of September 16, and November 18, 2016 at 9:30 a.m. was made by Board Member Spencer. The **MOTION** was seconded by Board Member Pollock. **MOTION CARRIED**

10. **PUBLIC COMMENT**

Mr. David Flint, representing the University of Michigan stated he attends all state level board and commission meetings. The university is asking all boards and commissions to consider expanding the boards and commissions to include a K-12 representative, university representative and health care representative. They would like to have a say, and understand it has to go thru legislature to change the Public Act. They would appreciate support within LARA. The university is looking into Executive Order 1996-2 and its effect on the boards and commissions and with the authority within LARA, the re-organization, change of forms and look thru Public Acts to see if applicable to each individual board and commission. The university is looking into Executive Order 1996-2 and urges each board and commission to familiarize themselves with the public acts to be sure the department is not stripping away their authority.

11. **NEXT MEETING**

September 16, 2016

12. **ADJOURNMENT:**

A **MOTION** was made by Board Member MacKay to adjourn the meeting. The motion was seconded by Board Member Pollock. **MOTION CARRIED.** The meeting adjourned at 10:20 a.m.

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