



STATE OF MICHIGAN

GRETCHEN WHITMER  
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
DIRECTOR

**ELEVATOR SAFETY BOARD**  
**Ottawa Building, Upper Level Conference Room 4**  
**611 West Ottawa Street**  
**Lansing, Michigan 48933**

**MINUTES**

March 19, 2024

10:00 a.m.

**MEMBERS ATTENDING**

Michael Janca, Chairperson  
Sean Walker, Vice Chairperson  
Joshua Jacobs  
Ricardo Knott  
Keith Lambert  
Steven Stark  
Michael Vandervennet  
John Whitten  
Nicholas Ottney

**MEMBERS ABSENT**

Doug Datema

**DEPARTMENT PERSONNEL ATTENDING**

Renee Tober, Departmental Specialist, Administration, BCC  
Jon Paradine, Division Deputy Director, Inspections Section, BCC  
Becky Jones, Manager, Specialty Trades Section, BCC  
Craig LaLonde, Code Inspection Supervisor, Elevator Section, BCC  
Shannon Maurer, Manager, Operations Section, BCC  
Megan McCool, Departmental Technician, Operations Section, BCC  
Lakisha Thomas, Departmental Technician, Operations Section, BCC

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

Chairperson Janca called the meeting to order at 10:05 a.m. A quorum was present at that time.

**2. APPROVAL OF AGENDA**

A **MOTION** was made by Board Member Vandervennet and **SECONDED** by Vice Chairperson Walker to approve the agenda. **MOTION CARRIED UNANIMOUSLY.**

**3. APPROVAL OF MINUTES**

A. December 12, 2023

A **MOTION** was made by Vice Chairperson Walker and **SECONDED** by Board Member Vandervennet to approve the minutes of the December 12, 2023, meeting. **MOTION CARRIED UNANIMOUSLY.**

**4. NOMINATION AND ELECTION OF OFFICERS**

A. Chairperson

A **MOTION** was made by Board Member Vandervennet and **SECONDED** by Board Member Jacobs to nominate and re-elect Board Member Janca as Chairperson. (Aye: Board Members Jacobs, Janca, Knott, Lambert, Ottney, Stark, Vandervennet, Walker; Whitten Nay: None **MOTION CARRIED UNANIMOUSLY.**

B. Vice Chairperson

A **MOTION** was made by Board Member Stark and **SECONDED** by Chairperson Janca to nominate and re-elect Board Member Walker as Vice Chairperson. (Aye: Board Members Jacobs, Janca, Knott, Lambert, Ottney, Stark, Vandervennet, Walker; Whitten Nay: None **MOTION CARRIED UNANIMOUSLY.**

**4. VARIANCE REQUEST**

A. East Lansing Parking 037847

The Board acknowledged receipt and reviewed Christopher Gustafson's variance request for East Lansing parking located at 121 Charles St. East Lansing, MI 48823 code regarding a variance to code A 17.12225 requiring a sub pump.

Christopher Gustafson and Mike Silvis appeared before and presented to the Board.

Following discussion, a **MOTION** was made by Vice Chairperson Walker and **SECONDED** by Board Member Stark recommending approval to the Bureau of Construction Codes for Christopher Gustafson's variance request under the conditions there will be no alterations made to the pit. **MOTION CARRIED.**

B. East Lansing Parking 037848

The Board acknowledged receipt and reviewed Christopher Gustafson's variance request for East Lansing parking located at 121 Charles St. East Lansing, MI 48823 regarding a variance to code A 17.12225 requiring a sub pump.

Christopher Gustafson and Mike Silvis appeared before and presented to the Board.

Following discussion, a **MOTION** was made by Vice Chairperson Walker and **SECONDED** by Board Member Stark recommending approval to the Bureau of Construction Codes for Christopher Gustafson's variance request under the conditions there will be no alterations made to the pit of the elevator. **MOTION CARRIED.**

C. University of Michigan

The Board acknowledged receipt and reviewed Caroline West's variance request for 1540 East Hospital Dr. Ann Arbor, MI 48104 for variance from the American Society of Mechanical Engineers (ASME) 2.5.1.4

Caroline West, Sommer Motley and George Rabadi, University of Michigan appeared before and presented to the board.

Following discussion, a **MOTION** was made by Board Member Whitten and **SECONDED** by Board Member Knott to deny the variance request due to various code violations. **MOTION CARRIED.**

5. **UNFINISHED BUSINESS**

Keith Lambert provided an update on the Fire and Safety Initiating Devices and informed the board of its submittal for legal guidance.

The Lee Mansion variance request has been submitted for legal guidance and staff will inspect and follow up with a report.

6. **NEW BUSINESS**

None.

7. **BUREAU QUARTERLY REPORT**

Director Lambert reported on the following:

Keith Lambert introduced assistant Attorney General Lindsay Schmidt (AAG) whom the department requested to attend the meetings for guidance.

Megan McCool and Lakisha Thomas are the new departmental technicians handling boards and commissions for the Operations Section.

8. **PUBLIC COMMENT**

None

9. **NEXT MEETING DATE – JUNE 18, 2024**

The Commission is scheduled to meet next at 10:00 a.m. at 611 West Ottawa Street, Lansing, MI 48933 in Upper-Level Conference Room 4 on June 18, 2024.

10. **ADJOURNMENT**

A **MOTION** was made by board member Vandervennet and **SECONDED** by Board Member Whitten to adjourn the meeting at 11:15 a.m. **MOTION CARRIED UNANIMOUSLY.**