

BUILDING STANDARDS COMMISSION

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BUILDING STANDARDS INFORMATION BULLETIN 17-03

DATE: November 30, 2017

TO: CBSC INTERESTED PARTIES
LOCAL BUILDING DEPARTMENTS
STATE AGENCIES AND DEPARTMENTS

SUBJECT: Code Advisory Committee - Call for Application

The California Building Standards Commission (CBSC) is seeking applicants for appointment to the CBSC Code Advisory Committees (CACs). This information bulletin provides direction about the CACs and requirements for submitting an application.

Health and Safety Code Section 18927 authorizes CBSC to appoint from the design professions, the building and construction industry, the affected general public, and interested governmental agencies, appropriate advisory committees to advise CBSC and its staff with respect to proposed building standards.

CAC Member Duties: CACs meet to review proposed building standards developed by state agencies for adoption by CBSC and publication in California Code of Regulations, Title 24. The product of the review is CAC's recommendation to CBSC as to the action to be taken on each proposed building standard. The recommended action must be either to approve, approve-as-amended, disapprove, or return for further study, based on criteria specified in both Health and Safety Code Section 18930 and California Code of Regulations, Title 24, Part 1, Chapter 1, Section 1-409.

CAC Meeting Frequency: It is estimated that CAC meetings will occur during the months of July and August of 2018. CACs generally meet for one full day in Sacramento during each Triennial and Intervening Code Adoption Cycle. Cycles occur at 18 months intervals. Two-day meetings are rare, but can be necessary when proposed building standards are extensive, complex and/or controversial. The meetings are open to the public and the public is allowed to provide written and oral comments.

Length of Term: Normally, a three year period beginning before a Triennial Code Adoption Cycle and through one Intervening Code Adoption Cycle. There is no limit as to the number of terms an individual may serve.

Candidate Qualifications: Each CAC position has an affiliation, profession, or interest designation established in California Code of Regulations, Title 24, Chapter 1, Section 1-209 and on the back of the Application.

Compensation: CAC members serve without compensation. Necessary travel expenses relating to CAC activities are reimbursed at state rates.

Additionally, applicants need to be cognizant of potential or perceived conflicts of interest when contemplating CAC membership. Conflicts of interest may impact an applicant's ability to serve on a particular committee or in a particular position on a committee. They may also impact an applicant's ability to vote on various issues before a committee. If you have any questions regarding conflict of interest, please review the Fair Political Practices Commission's (FPPC) conflict of interest presentation at <http://www.fppc.ca.gov> or call FPPC's toll-free number at (866) 275-3772, to help you make your determination.

CBSC Code Advisory Committees: The six CACs established by CBSC are as follows:

- Accessibility Committee
- Plumbing, Electrical, Mechanical, and Energy Committee
- Building, Fire, and Other Committee
- Structural Design/Lateral Forces Committee
- Health Facilities Committee
- Green Building Committee

Each CAC reviews only those proposed building standards that relate to the subject matter implied by the CAC name.

How to Apply: Apply using the Application for Code Advisory Committee Appointment 2018-2020 Term form (BSC – 7) available [here](#). Please follow all the instructions provided on the application form. One application may be used to apply for appointments to more than one CAC. Applications and the supporting documentation are due on or before **January 5, 2018**. Application packages, may be submitted by e-mail to codeadvisorycomm@dgs.ca.gov, by regular mail addressed to *Attn: CAC Application, California Building Standards Commission, 2525 Natomas Park Drive, Suite 130, Sacramento, CA 95833*, or by personal delivery to our office.

Selection Process: The Code Adoption Committee, a sub-committee of CBSC, will review the submitted applications at a publically noticed meeting in early 2018. The Code Adoption Committee will then submit its recommendations to CBSC at its April, 2018 Commission meeting for ratification of the nominations.

Questions regarding CACs, or the application and selection process should be directed to CBSC staff by telephone at (916) 263-0916 or by e-mail at cbsc@dgs.ca.gov.



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