

CALIFORNIA BUILDING STANDARDS SPECIAL COMMISSION MEETING
May 5, 2023

Agenda Item 1 Call to Order:

Designated Chair Miriam Ingenito, Government Operations Agency Undersecretary, called the meeting of the California Building Standards Commission (CBSC) to order at 10:02 a.m. The meeting was held via Zoom and teleconference hosted by CBSC.

Roll Call

CBSC Staff Member Pamela Maeda called the roll and Chair Ingenito stated that a quorum was present.

Commissioners Present: Undersecretary Miriam Ingenito, Designated Chair
Erick Mikiten
Rajesh Patel
Peter Santillan
Kent Sasaki
Juvilyn Alegre
Frank Ramirez
James D. Haskin
Elley Klausbruckner
Laura Rambin
Aaron Stockwell

Other attendees: Brent Jamison – DGS ISD Deputy Director
Mia Marvelli – CBSC Executive Director
Christine Ciccotti – DGS Legal Counsel
Kamran Qazi – DGS Legal Counsel

Chair Ingenito led the commission in the Pledge of Allegiance.

Executive Director Mia Marvelli gave instructions regarding public comments and teleconferencing.

Chair Ingenito explained the process of the meeting and explained the closed session agenda. The executive director of CBSC is stepping down on May 14, 2023, to take another position, creating a vacancy. CBSC conducted a special meeting without a full 10-day notice for the following reasons: CBSC must meet prior to the current executive director's last day of employment in order to maintain business continuity; and to conduct a closed session to consider appointment of an interim executive director.

Executive Director Mia Marvelli asked legal counsel if they should present to the public Agenda Item 2, Finding for a Special Meeting.

DGS legal counsel, Kamran Qazi, responded that this should be done publicly.

Agenda Item 2 Finding for a Special Meeting:

Chair stated that Item 2 is a finding of this special meeting for the commission to take action that the delay necessitated by the reason for not providing notice 10 days prior to a meeting would cause a substantial hardship on the body or that immediate action is required to protect the public interest. This item was opened for discussion.

Chair Ingenito addressed the Commission and asked for questions.

Comments and questions and from the Commissioners:

There were no additional comments or questions from the commissioners.

Motion: Chair Ingenito entertained a motion to consider that the Commission finds it necessary to meet without the normal 10-day meeting notice due to the current executive director departing on May 14, 2023. Commissioner Sasaki moved to approve, and Commissioner Santillan seconded. Motion carried 10 yes, 0 no, and 0 abstain, per roll call as follows:

Commissioners voted “Yes”: Santillan, Ramirez, Stockwell, Haskin, Sasaki, Klausbruckner, Mikiten, Alegre, Rambin and Patel.

Chair Ingenito stated the motion is carried and they moved into closed session.

Closed Session: Chair Ingenito, commissioners, CBSC Executive Director Mia Marvelli, DGS Deputy Director Brent Jamison and DGS legal counsel moved to a Zoom breakout room for closed session. The main Zoom meeting, teleconference lines and webcast remained open during the closed session.

Agenda Item 3 Closed Session Personnel:

Presentation, discussion, and action on selecting an interim and/or acting Executive Director for the California Building Standards Commission.

Agenda Item 4 Closed Session Personnel:

Discussion on the hiring and recruitment process for the permanent Executive Director position.

Resume Open Session: Chair Ingenito, commissioners, CBSC Executive Director, DGS Deputy Director, and DGS legal counsel rejoined the main Zoom meeting.

Agenda Item 5 Open Session Action taken during closed session:

Pursuant to Government Code Section 11125.2, CBSC reported the actions taken in closed session.

Chair Ingenito acknowledged Mia Marvelli’s service to the Commission, thanked her for many years of service, and asked Mia Marvelli to attend the beginning of the June commission meeting to be formally recognized for her years of service.

Chair Ingenito reported on the five actions taken in closed session.

The first action: the Commission temporarily appointed Mr. Kevin Day as Acting Executive Director effective May 15, 2023.

The second action: the Commission authorized Deputy Director Brent Jamison to pursue the hiring of a retired annuitant through the appointment process and CalHR.

The third action: the Commission authorized Deputy Director Brent Jamison to conduct an informal salary survey to gather information in support of a potential increase of salary for the position of Executive Director.

The fourth action: the Commission delegated to the Chair the authority to proceed with the salary adjustment request to the governor's office and the California Department of Human Resources, based on the informal salary study.

The fifth action: the Commission authorized Deputy Director Brent Jamison to engage CPS Consulting to facilitate the executive director recruitment process based on commission priorities, and that engagement should not exceed \$30,000 from the California Building Standards Commission's budget.

Agenda Item 6 Comments from the public on issues not on the agenda:

Comments and questions from the Public:

There were no comments or questions from the public.

Executive Director Mia Marvelli announced that Governor Gavin Newsom provided a proclamation recognizing Building Safety Month in May. This is an international campaign through the International Code Council. Each week there's a different theme for recognizing building safety topics, and the proclamation is available on CBSC's website.

Agenda Item 7 Future Agenda Items:

Comments and questions from the Commissioners:

There were no comments or questions from the commissioners.

No public comment was taken since there were no commissioner comments to discuss.

Chair thanked Commissioners for their service and participation in this meeting.

Commissioner Sasaki thanked Mia for her service.

Mia expressed her appreciation for the Commissioners and the work done while she has been here.

Agenda Item 8 Adjourn:

Chair Ingenito entertained a motion to adjourn. Commissioner Klausbruckner moved to adjourn, and Commissioner Santillan seconded.

The voice vote was unanimous, and the meeting adjourned at 11:34 am.