



NATIONAL FIRE PROTECTION ASSOCIATION

The leading information and knowledge resource on fire, electrical and related hazards

NFPA Technical Committee on Construction and Demolition

NFPA 241 PRE-FIRST DRAFT MEETING AGENDA (A2021)

Wednesday, February 27, 2019, 8:00 a.m. – 5:00 p.m. AND
Thursday, February 28, 2019, 8:00 a.m. – Noon (Eastern)

DoubleTree by Hilton New Orleans
300 Canal Street
New Orleans, LA

1. **Call to Order.** Call meeting to order by Chair Bruce Campbell at 8:00 a.m. Eastern on Wednesday, February 27, 2019.
2. **Chairman's Remarks.** Bruce Campbell.
3. **Staff Liaison Introduction.** Kevin Carr.
4. **Self-Introduction of Committee Members and Guests.** For a current committee roster, [see page 2](#).
5. **PowerPoint Presentation.** Review of the A2021 Revision Cycle, [see page 6](#) and Pre-First Draft Meeting Procedures, [see page 7](#).
6. **Approval of Prior Meeting Minutes.** Approve the February 24, 2017 Second Draft Web/Teleconference Meeting Minutes, [see page 25](#).
7. **Mat Chibbaro Presentation.** Presentation by guest Mat Chibbaro, P.E., Fire Marshal, National Institutes of Health.
8. **Chris Towski Presentation.** Presentation by TC member Chris Towski, Cambridge Fire Department/ International Association of Fire Fighters
9. **Review of NFPA 241 Possible Topics and Task Group Formation.** (See spreadsheet, [page 27](#)).
10. **Other Business.**
11. **Finalize Task Group Assignments.**
12. **Future Meetings.**
13. **Adjournment.**

Address List No Phone

01/29/2019

Kevin Carr

COD-AAA

Construction and Demolition

Bruce G. Campbell Chair JENSEN HUGHES 112 Rancho Bueno Drive Georgetown, TX 78628-9523 Alternate: Bradley E. Smeaton	SE 10/20/2010 COD-AAA	Juan Francisco Aleman Principal Elephas Engineering Services, LLC 7612 Allentown Road Fort Washington, MD 20744	SE 10/28/2014 COD-AAA
William Ambrefe Principal City of Beverly Municipal Inspection 56 Water Street Beverly, MA 01915-5027	E 4/28/2000 COD-AAA	William C. Bracken Principal Bracken Engineering, Inc. 2701 West Busch Blvd., Suite 200 Tampa, FL 33618	SE 8/9/2011 COD-AAA
Michael E. Carsillo Principal International Fire Marshals Association (IFMA) 12890 Touchstone Place Palm Beach Gardens, FL 33418	E 01/12/2000 COD-AAA	Mark Chrisman Principal Henderson Engineers 8345 Lenexa Drive, Suite 300 Lenexa, KS 66214-1777	SE 10/28/2014 COD-AAA
Timothy Clarke Principal UA Sprinkler Fitters Local #696 4 Wanamassa Point Road Ocean, NJ 07712	L 12/06/2017 COD-AAA	Richard J. Davis Principal FM Global 1151 Boston-Providence Turnpike PO Box 9102 Norwood, MA 02062-9102 Alternate: Michael F. Daly	I 1/1/1983 COD-AAA
Nicholas A. Dawe Principal Cobb County Fire Marshal's Office 1595 County Services Parkway Marietta, GA 30008	E 08/17/2018 COD-AAA	Michael DeBlasio Principal M. DeBlasio, Inc. 409 King Street PO Box 1121 Littleton, MA 01460	IM 1/12/2000 COD-AAA
Donald Fess Principal Harvard University 46 Blackstone Street Cambridge, MA 02138	U 12/08/2015 COD-AAA	Don J. Foti Principal UCOR 4933 Woodhurst Drive Sarasota, FL 34243	E 04/04/2017 COD-AAA
James W. Gaut Principal Marriott Vacations Worldwide 11667 Acosta Avenue Orlando, FL 32836-8821	U 12/08/2015 COD-AAA	Donald G. Goosman Principal Wiss Janney Elstner Associates, Inc. 10 South Lasalle Street, Suite 2600 Chicago, IL 60603-1017	SE 10/27/2005 COD-AAA

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Craig Kolakowski Principal Allianz Risk Consultants, LLC 508 Deerfield Drive Nazareth, PA 18064	I 8/9/2011 COD-AAA	Kevin W. Law Principal Bechtel National, Inc. 2435 Stevens Center Place Richland, WA 99354-1874	U 10/18/2011 COD-AAA
James Mongeau Principal Space Age Electronics, Inc. 54 Chocksett Road Sterling, MA 01564 National Electrical Manufacturers Association Alternate: Richard A. Bauer	M 12/06/2017 COD-AAA	Daniel John O'Connell Principal SAFETRAN, LLC 4627 Norris Road Fremont, CA 94536	SE 12/8/2015 COD-AAA
Joel C. Pickering Principal Lendlease (US) Construction LMB Inc. 20 City Square, 2nd Floor Boston, MA 02129	U 8/9/2011 COD-AAA	Christopher J. Reitz Principal Thomas Jefferson University and Hospitals 214 South 11th Street Pilot House Philadelphia, PA 19107-5501 Alternate: James S. Peterkin	U 08/17/2017 COD-AAA
Patrick C. Rhinehart Principal Northside Hospital 975 Johnson Ferry Road, Suite 220 Atlanta, GA 30342-1601	U 08/17/2017 COD-AAA	David P. Ringley Principal Columbus Division of Fire 3639 Parsons Avenue Columbus, OH 43207-4054	E 12/08/2015 COD-AAA
Paul Roberto Principal General Motors 327 East Street Milford, MI 48381	M 04/04/2017 COD-AAA	Richard Jay Roberts Principal Honeywell Fire Safety 624 Hammer Lane North Aurora, IL 60542-9155 Automatic Fire Alarm Association, Inc.	M 12/06/2017 COD-AAA
Bruce L. Rottner Principal Scientific Hazard Analysis, Inc. PO Box 236 Ridgefield Park, NJ 07660	SE 10/28/2014 COD-AAA	Jonathan Thomas Shriner Principal US Architect of the Capitol 101 Independence Avenue, SE Washington, DC 20540-1000	U 07/29/2013 COD-AAA

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Duane R. Smith Principal National Energy Management Institute Inc. 2818 East 200 North Rushville, IN 46173	M 12/06/2017 COD-AAA	Mahalingam Srinivasan Principal Tebodin Middle East Director Oil and Gas PO Box 2652 Abu Dhabi, 2652 UAE	SE 10/20/2010 COD-AAA
Chris Towski Principal Cambridge Fire Department 491 Broadway Cambridge, MA 02138 International Association of Fire Fighters	L 12/8/2015 COD-AAA	Patsy Warnick Principal Montgomery County 255 Rockville Pike, 2nd Floor - Fire Code Rockville, MD 20850	E 11/30/2016 COD-AAA
Curt James Westrick Principal Zurich Services Corporation 25 Darbywood Lane Belpre, OH 45714	I 08/17/2015 COD-AAA	Peter P. H. Wilcox Principal Travelers Insurance Company One Tower Square, 0000-11CR Hartford, CT 06183 Alternate: Brian L. Marburger	I 10/20/2010 COD-AAA
Ronald W. Woodfin Principal TetraTek, Inc./AES Corporation PO Box 1094 Brighton, CO 80601 Alternate: David M. Hope	SE 1/15/2004 COD-AAA	David K. Young Principal Idaho National Laboratory 1955 N. Fremont Avenue, MS 3406 Idaho Falls, ID 83415	RT 04/04/2017 COD-AAA
Richard A. Bauer Alternate Honeywell Security and Fire Vice President 15 Laurel Ridge Trail Killingworth, CT 06419 National Electrical Manufacturers Association Principal: James Mongeau	M 12/06/2017 COD-AAA	Michael F. Daly Alternate FM Global 1151 Boston-Providence Turnpike Norwood, MA 02062 Principal: Richard J. Davis	I 10/29/2012 COD-AAA
David M. Hope Alternate TetraTek Inc. Fire Safety Technologies 204 Masthead Drive Clinton, TN 37716 Principal: Ronald W. Woodfin	SE 4/15/2004 COD-AAA	Brian L. Marburger Alternate Travelers Insurance Company One Tower Square 7GS-B Hartford, CT 06183 Principal: Peter P. H. Wilcox	I 7/12/2001 COD-AAA

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James S. Peterkin	U 08/17/2017	Bradley E. Smeaton	SE 08/17/2015
Alternate	COD-AAA	Alternate	COD-AAA
TLC Engineering		JENSEN HUGHES	
Senior Fire Protection Engineer		9497 La Costa Lane	
1601 Market Street, 19th Floor		Lone Tree, CO 80124-8965	
Philadelphia, PA 19103		JENSEN HUGHES	
Principal: Christopher J. Reitz		Principal: Bruce G. Campbell	

Kevin Carr	4/19/2018		
Staff Liaison	COD-AAA		
National Fire Protections Association			
One Batterymarch Park			
Quincy, MA 022169			

Annual 2021 Master Schedule

Process Stage	Process Step	Dates for TC	Dates for TC with CC
Public Input Stage (First Draft)	Public Input Closing Date*	6/26/2019	6/26/2019
	Final Date for TC First Draft Meeting	12/04/2019	9/04/2019
	Posting of First Draft and TC Ballot	1/22/2020	10/16/2019
	Final date for Receipt of TC First Draft ballot	2/12/2020	11/06/2019
	Final date for Receipt of TC First Draft ballot - recirc	2/19/2020	11/13/2019
	Posting of First Draft for CC Meeting		11/20/2019
	Final date for CC First Draft Meeting		1/02/2020
	Posting of First Draft and CC Ballot		1/22/2020
	Final date for Receipt of CC First Draft ballot		2/12/2020
	Final date for Receipt of CC First Draft ballot - recirc		2/19/2020
	Post First Draft Report for Public Comment	2/26/2020	2/26/2020
Comment Stage (Second Draft)	Public Comment Closing Date*	5/06/2020	5/06/2020
	Notice Published on Consent Standards (Standards that received no Comments) Note: Date varies and determined via TC ballot.		
	Appeal Closing Date for Consent Standards (Standards that received no Comments)		
	Final date for TC Second Draft Meeting	11/04/2020	7/29/2020
	Posting of Second Draft and TC Ballot	12/16/2020	9/09/2020
	Final date for Receipt of TC Second Draft ballot	1/06/2021	9/30/2020
	Final date for receipt of TC Second Draft ballot - recirc	1/13/2021	10/07/2020
	Posting of Second Draft for CC Meeting		10/14/2020
	Final date for CC Second Draft Meeting		11/25/2020
	Posting of Second Draft for CC Ballot		12/16/2020
	Final date for Receipt of CC Second Draft ballot		1/06/2021
	Final date for Receipt of CC Second Draft ballot - recirc		1/13/2021
	Post Second Draft Report for NITMAM Review	1/20/2021	1/20/2021
Tech Session Preparation (& Issuance)	Notice of Intent to Make a Motion (NITMAM) Closing Date	2/17/2021	2/17/2021
	Posting of Certified Amending Motions (CAMs) and Consent Standards	3/31/2021	3/31/2021
	Appeal Closing Date for Consent Standards	4/15/2021	4/15/2021
	SC Issuance Date for Consent Standards	4/26/2021	4/26/2021
Tech Session	Association Meeting for Standards with CAMs		
Appeals and Issuance	Appeal Closing Date for Standards with CAMs		
	SC Issuance Date for Standards with CAMs		

TC = Technical Committee or Panel
CC = Correlating Committee

As of 12/13/2017

NFPA 241 Pre-First Draft Meeting

DoubleTree by Hilton New Orleans
New Orleans, Louisiana

February 27-28, 2019



IT'S A BIG WORLD. LET'S PROTECT IT TOGETHER.™

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NFPA Pre-First Draft Meeting

At this and all NFPA committee meetings, we are concerned with your safety.

If the fire alarm sounds, please egress the building.



NFPA Pre-First Draft Meeting

Members:

- Please verify/update your contact information on roster attached to sign-in list.
- Members categorized in any interest category who have been retained to represent the interests of ANOTHER interest category (with respect to issues addressed by the TC) shall declare those interests to the committee and refrain from voting on those issues throughout the process.



NFPA Pre-First Draft Meeting

Guests:

- All guests are required to sign in and identify their affiliations.
- Participation is limited to TC members or those individuals who have previously requested time to address the committee.
- Participation by other guests is permitted at the Chair's discretion.



NFPA Pre-First Draft Meeting

Members and Guests:

- Use of audio recorders or other means capable of reproducing verbatim transcriptions of this meeting is not permitted.



Annual 2021 Revision Cycle – Key Dates

- Pre First Draft Meeting: **February 27-28, 2019**
- Public Input Closing Date: **June 26, 2019**
- Public Input Stage (First Draft):
 - First Draft Meeting: **TBD August/September/October 2019?**
 - Posting of First Draft for Balloting Date: **before January 22, 2020**
 - Posting of First Draft for Public Comment: **February 26, 2020**
- Comment Stage (Second Draft):
 - Public Comment Closing Date: **May 6, 2020**
 - Second Draft Meeting Period: **TBD July to October 2020?**
 - Posting of Second Draft for Balloting Date: **December 16, 2020**
 - Posting of Second Draft for NITMAM: **January 20, 2021**
- Tech Session Preparation:
 - NITMAM Closing Date: **February 17, 2021**
 - NITMAM / CAM Posting Date: **March 31, 2021**
 - NFPA Technical Meeting: **TBD June 2021?**
 - Standards Council Issuance:
 - Issuance of Documents with CAM: **TBD August 2021?**



NFPA Pre-First Draft Meeting

General Procedures:

- Follow Robert's Rules of Order.



NFPA Pre-First Draft Meeting

Committee Member Actions:

- Member addresses the chair.
- Receives recognition from the chair.



NFPA Pre-First Draft Meeting

Committee Chair Actions:

- Calls for discussion.
- Ensures all issues have been heard.



NFPA Pre-First Draft Meeting

Committee Actions :

- Review possible topics for consideration (see spreadsheet).
- Formation of Task Groups to report back to the TC at the First Draft Meeting.



Legal

Antitrust Matters:

- Must comply with state and federal antitrust laws
- Participants are to conduct themselves in strict accordance with these laws
- Read and understand NFPA's Antitrust Policy which can be accessed at nfpa.org/regs



Legal

Antitrust Matters (cont'd):

- Participants must avoid any conduct, conversation or agreement that would constitute an unreasonable restraint of trade
- Conversation topics that are off limits include:
 - Profit, margin, or cost data
 - Prices, rates, or fees
 - Selection, division or allocation of sales territories, markets or customers
 - Refusal to deal with a specific business entity



Legal

Antitrust Matters (cont'd):

- NFPA's standards development activities are based on openness, honesty, fairness and balance
- Participants must adhere to the *Regulations Governing the Development of NFPA Standards* and the *Guide for the Conduct of Participants in the NFPA Standards Development Process* which can be accessed at [nfpa.org/regs](https://www.nfpa.org/regs)
- Follow guidance and direction from your employer or other organization you may represent



Legal

Antitrust Matters (cont'd):

- Manner in which standards development activity is conducted can be important
- The *Guide of Conduct* requires standards development activity to be conducted with openness, honesty and in good faith
- Participants are not entitled to speak on behalf of NFPA
- Participants must take appropriate steps to ensure their statements whether written or oral and regardless of the setting, are portrayed as personal opinions, not the position of NFPA
- Be sure to ask questions if you have them



Legal

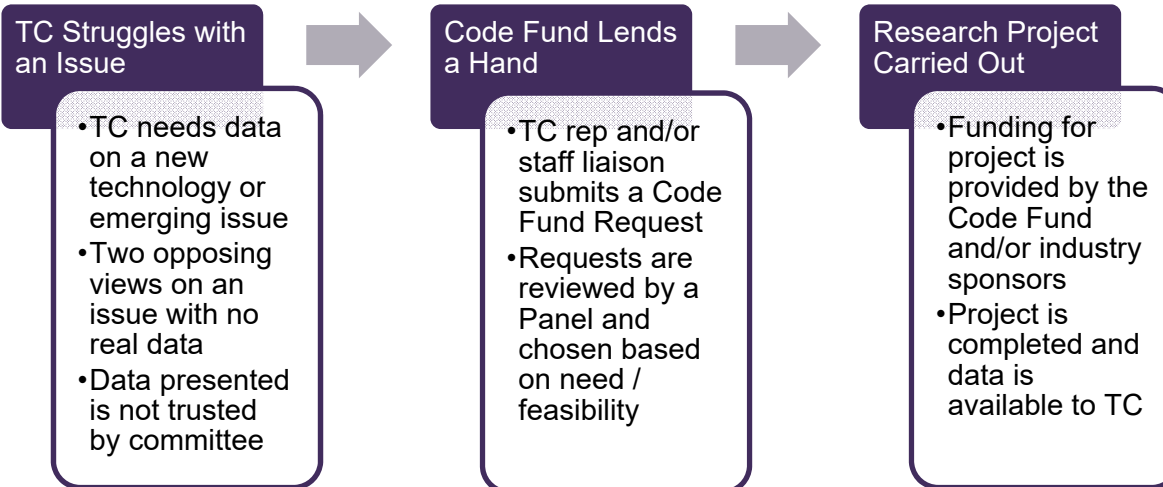
Patents:

- Disclosures of essential patent claims should be made by the patent holder
- Patent disclosures should be made early in the process
- Others may also notify NFPA if they believe that a proposed or existing NFPA standard includes an essential patent claim
- NFPA has adopted and follows ANSI's Patent Policy
- It is the obligation of each participant to read and understand NFPA's Patent Policy which can be accessed at [nfpa.org/regs](https://www.nfpa.org/regs)





THE FIRE PROTECTION RESEARCH FOUNDATION



www.nfpa.org/research



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Current and Previous Editions

- Issued TIAs, FIs, Errata
- Archived revision information such as meeting and ballot information, First Draft Reports (previously ROPs), Second Draft Reports (previously ROCs), and Standards Council and NITMAM information

Next Edition

- Revision cycle schedule
- Posting & closing dates
- Submit public input/comments via electronic submission system.
- Meeting and ballot information
- First Draft Report and Second Draft Report
- NITMAM information
- Standard Council Decisions
- Private TC info (*red asterisk)
- Ballot circulations, informational ballots and other committee info

Technical Committee

- Committee name and staff liaison
- Committee scope and responsibility
- Committee list with private information
- Committee documents (codes & standards) in PDF format
- Committees seeking members
- Online committee membership application



Questions?

NFPA 241 Document Information Pages:

- www.nfpa.org/241
- www.nfpa.org/constructionfires





**NFPA Technical Committee on Construction and Demolition
NFPA 241 SECOND DRAFT MEETING MINUTES**

Friday, February 24, 2017
Web/Teleconference

1. **Call to Order.** The meeting was called to order by Chair Bruce Campbell at 11:35 a.m. on Friday, February 24, 2017.
2. Self-introductions were made by Committee Members and Guests.

TECHNICAL COMMITTEE MEMBERS PRESENT

NAME	COMPANY
Bruce G. Campbell, Chair	JENSEN HUGHES
Juan Francisco Aleman, Principal	Elephas Engineering Services, LLC
Justin Biller, Principal	Carilion Clinic
Mark Chrisman, Principal	Henderson Engineers
Richard J. Davis, Principal	FM Global
Donald Fess, Principal	Harvard University
Allan Fraser, (Staff-Nonvoting)	National Fire Protection Association
James Gaut, Principal	Marriott Vacations Worldwide
Donald Goosman, Principal	Wiss Janney Elstner Associates, Inc.
Debra M. Gursha, Principal	University of Massachusetts-Boston
Michael J. Joanis, Principal	Covenant Fire Protection Inc.
Craig Kolakowski, Principal	Allianz Risk Consultants, LLC
Daniel John O'Connell, Principal	SAFETRAN, LLC
Patsy Warnick, Principal	Montgomery County
Curt James Westrick, Principal	Zurich Services Corporation
Peter P.H. Wilcox, Principal	Travelers Insurance Company

TECHNICAL COMMITTEE MEMBERS NOT PRESENT

NAME	COMPANY
William Ambrefe, Principal	City of Beverly, MA
William C. Bracken, Principal	Bracken Engineering, Inc.
Michael E. Carsillo, Principal	Stuart Fire Rescue
Michael DeBlasio, Principal	M. DeBlasio, Inc.
Daniel L. Haynes, Principal	Lawrence Livermore National Laboratory

Kevin Law, Principal	Bechtel National, Inc.
Robert Notholt, Principal	Florida State Fire Marshal
Joel C. Pickering, Principal	Lendlease (US) Construction LMB Inc.
David P. Ringley, Principal	Columbus Division of Fire
Bruce L. Rottner, Principal	Scientific Hazard Analysis, Inc.
Jonathan Thomas Shriner, Principal	US Architect of the Capitol
Mahalingam Srinivasan, Principal	Tebodin Middle East
Chris Towski, Principal	Cambridge Fire Department
Ronald W. Woodfin, Principal	TetraTek, Inc. Fire Safety Technologies/AES

GUEST:

Jeffrey Shapiro	International Code Consultants
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3. **Approval of Prior Meeting Minutes.** The March 2, 2016 First Draft Meeting Minutes were approved as written.
4. **Staff Liaison Report.**
5. **Chair’s Report.**
6. **NFPA 241 Second Draft Preparation.** The committee reviewed Public Comments and four (4) Second Revisions were created.
7. **New Business.**
8. **Adjournment.** The meeting was adjourned at 1:15 p.m. on Friday, February 24, 2017.

Respectfully Submitted:

Allan B. Fraser, Staff Liaison

Topic	Revision/New?	Description	Supporting Material	Task Group?	NFPA Committees?
Fire Safety Plan	Revision	Review components as needed.	None	No	No
Fire Safety Program Manager	Revision	Review qualifications develop table to further articulate requirements.	None	Yes	No
Emergency Action Plans	New	Consider if the facility is required by another code to have an EAP then the owner shall assess the impact of the construction, alteration and demolition operations on the EAP (standard). Consider that an EAP may be utilized for floors that are not under construction, alteration or demolition with occupants greater than 500. (annex?).	NFPA 2800 (New)	Yes	2800 (New)
Fire and Life Safety Director	New	Consider if the FPPM shall maintain communication with a FLSD or equivalent if provided.	NFPA 1082	Yes	1082
Tall Timber Construction	Revision	Assess Type IV and V construction.	None	Yes	5000
Modular Construction	New	Explore topic and possible options.	None	Yes	225/5000
Separation Distances	Revision	Possibly update table?	C. Towski Presentation	Yes	No
Firestop/Opening Protective Inspections	Revision	Assess interest and possible options.	NFPA 80	Yes	80
Temporary Heating Equipment	Revision	Assess uses, options and clarify.	None	Yes	No
Impairments	Revision	Assess in lieu of project/FPPM responsibilities in 7.2.4.5.	None	Yes	25
Hotwork	Revision	Assess how to strengthen requirements. Review MA requirements for possible use.	NFPA Hotwork Training	Yes	51B
Temporary Sprinklers	Revision	Review in lieu of 2019 NFPA 13. Assess to provide a common sense framework to get permanent sprinklers in service as soon as possible.	None	Yes	13
Sprinklers in Service	Revision	Assess to provide a common sense framework to get sprinklers in service as soon as possible.	None	Yes	13
Cooking Equipment	Revision	Continue to assess possible options and changes.	None	No	No
Prefire Plan/1620	New	Consider that creation of a task group to include requirements for a prefire plan/1620.	Wixted email 8/22/18	Yes	1620
FD Walkthroughs	New	Assess possible options.	None	Yes	1620?
Fire Fighting Access	Revision	Consider adding a requirement of providing a street address?	C. Towski Presentation	No	No
101/5000/99/241 task group on construction in health care	New	Consider creating a task group to look at 6 mil barriers to be used in separate construction areas in healthcare.	Solomon email 8/23/18	Yes	101/5000/99

Site Security Requirements	Revision	Assess whether adding new options, including video fire detection, is appropriate.	NFPA 730	Yes	730
Remote Video Inspections (RVI)	New	Explore topic and possible options.	NFPA TBD	Yes	TBD
Security Vulnerability Assessment (SVA)	New	Consider adding and determine possible uses.	NFPA 730	Yes	730
OHSA Task Group	New	Consider reaching out to create a possible task group to bring in requirements?	None	Yes	No
ASSP Construction Worker Safety Task Group	New	Consider reaching out to create a possible task group to bring in requirements?	None	Yes	No
Add/Revise Annex Material	Revision	Add explanatory language for pressing questions. Provide historical data.	None	No	No
Checklist	New	Review a portion of the checklist created by NFPA.	None	No	No
Language going to other codes?	New				
	25	Clarify	None	Yes	25
	51B	Clarify	None	Yes	51B
	54	Clarify	None	Yes	54
	58	Clarify	None	Yes	58
	80	Clarify	None	Yes	80
	101	Clarify	None	Yes	101
	1082	Clarify	None	Yes	1082
	2800	Clarify	None	Yes	2800
	5000	Clarify	None	Yes	5000