



CP#35-08 – Sustainable Building Technology Committee

Approved: 09/13/08 | Revised: --/--/--

- 1.0 Purpose of Council Policy:** This policy establishes the ICC Sustainable Building Technology Committee (SBTC) and sets forth the objectives, procedures, and organization of the Committee.
- 2.0 Name of Committee:** Sustainable Building Technology Committee (SBTC)
- 3.0 Objectives of Committee:**
 - 3.1** To work for the continual improvement of ICC Codes, Standards and Guidelines in the areas of sustainability and high performance. This includes the development of proposed code changes, and analysis/response to sustainability-related changes submitted by others.
 - 3.2** To enhance the ICC Codes, Standards and Guidelines in the areas of water, energy and mechanical efficiency, and to facilitate the use of new and renewable energy sources such as solar, hydrogen fuel cells and other systems in the built environment through amendments to the ICC Codes, Standards and Guidelines.
 - 3.3** To evaluate and incorporate, where appropriate, new technology and concepts into ICC Codes, Standards and Guidelines.
 - 3.4** To help the ICC, agencies and members achieve compliance with the Energy Independence and Security Act of 2007 (EISA) which requires US federal agencies to reduce the fossil fuel based energy consumption of new and renovated buildings to zero by 2030.
 - 3.5** To prepare non-mandatory documents to assist the membership in implementing or maintaining a program in support of sustainable construction in their communities.
 - 3.6** To provide input, as requested, on related ICC programs such as training, certification, and evaluation services.
 - 3.7** To serve in an advisory role to the Board of Directors regarding the development of new ICC Codes, Standards and Guidelines in support of sustainable construction.
- 4.0 Rules and Procedures of Committee:**
 - 4.1 Areas of Study:** Areas of study and investigation shall be identified by the committee or may be assigned by the Board of Directors to achieve the Objectives in Section 3.0. The SBTC shall produce and publish an agenda and work plan for each assignment inclusive of the establishment of goals, timelines,

and deliverables. The Board may redirect the committee's areas of study based on the needs of the members, industry or the ICC's strategic plan.

- 4.2 Quorum:** A majority of the voting members of the SBTC shall constitute a quorum at any meeting of the SBTC.
- 4.3 Voting:** Each SBTC member shall be entitled to one vote. A majority vote of those voting members present and voting shall be required for all actions.
- 4.4 Funding:** ICC shall fund the participation of the Governmental members serving on the SBTC [or SBTC study groups]. All other members of the SBTC shall fund their own participation. All other administrative costs of the SBTC and SBTC study groups shall be the responsibility of the ICC.
- 4.5 Secretariat:** The ICC Chief Operating Officer shall appoint a staff Secretariat for the SBTC.
- 4.6 Meetings:**
 - 4.6.1** Meetings will be of such length as necessary to accomplish the workload.
 - 4.6.2** All meetings shall be open with notice provided to interested parties who have expressed such interest.
 - 4.6.3** All meetings, as far as may be practical, shall be scheduled at locations which minimize costs.
 - 4.6.4** The SBTC shall hold the necessary number of meetings with agenda items specifically noted in order for interested parties to participate. The final outcome of such meetings shall be a report for the specific area of study to be processed in accordance with Section 6.0.
 - 4.6.5** All attendees and participants shall identify their business and proprietary interests when participating in the SBTC meetings.

5.0 Committee Organization and Structure:

- 5.1 Membership:** The SBTC shall be a committee of 15 individuals appointed by the ICC Board of Directors and shall be categorized as a Technical Committee for purposes of CP 7. The President, with input from the Steering Committee and staff, shall recommend individuals for appointments to the Board of Directors.
- 5.2 Terms:** Each member of SBTC shall be appointed by the ICC Board of Directors in accordance with CP 7.
- 5.3 Chair and Vice Chair:** The Chair and Vice Chair shall be elected in accordance with CP 7.

6.0 Reports:

- 6.1 Processing:** The Secretariat of the SBTC shall process the reports according to the codes/standards development process of the ICC.
- 6.2 Participation in Code Development Activities:** Subsequent to the completion of a report according to the full SBTC process described herein, the SBTC is authorized to participate in the ICC Code and Standard Development Process. Participation shall include the preparation of code change proposals, modifications, and public comments. Participation shall also include the preparation of a statement of support, opposition or modification to code change proposals and public comments by another party which directly relates to work on which SBTC has taken action.

7.0 Other Rules:

- 7.1 Copyright:** SBTC members and participants in study groups shall agree in writing to waive copyright protection for the benefit of the ICC with respect to any code, guideline or standard language created within the SBTC process, including language developed from a code, standard or work product copyrighted by such member's organization.
- 7.2 SBTC Study Groups:** The SBTC may create study groups of interested persons for the specific purpose of preparing working drafts for consideration by the SBTC. Such study groups shall meet as needed in order to accomplish their assigned tasks. The expenses of participants in the SBTC study groups shall not be reimbursed by the ICC except as provided by Section 4.4. All meetings of the SBTC study groups shall be open with notice provided to parties who have expressed an interest in such study group. Study groups shall produce and develop an agenda and work plan for each assignment inclusive of the establishment of goals, timelines, and deliverables.