



STATE HISTORICAL BUILDING SAFETY BOARD

**MEETING NOTICE AND AGENDA
STATE HISTORICAL BUILDING SAFETY BOARD /
BYLAWS ADVISORY COMMITTEE
(MEETING MINUTES – DRAFT)**

**Wednesday, July 15, 2026, at 10:00 a.m.
at 1102 Q Street, Suite 5100, Sacramento, CA 95811**

Notice is hereby given that the California State Historical Building Safety Board / Bylaws Advisory Committee will **hear, discuss, and deliberate** on the agenda as identified in the items below.

This meeting can be attended by the public in person or online virtually.

Written comments will be provided to the board members if the comments are received by 5:00 p.m. on Friday, July 10, 2026. Receipt of written comments after this date may not allow sufficient time to be reviewed by the committee prior to the meeting. Submit written comments to State Historical Building Safety Board at shbsb@dgs.ca.gov

Address: 1102 Q Street, Suite 5100, Sacramento, CA 95811
(Google Maps Link: <https://maps.app.goo.gl/a2YT85HJgGyA4v17A>)

or attend online virtually.

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/247029713293127?p=odwnjkiYTbIhic46cI>

Meeting ID: 247 029 713 293 127

Passcode: dH93CE9g

Dial in by phone

[+1 916-245-8850, 768698847#](tel:+19162458850768698847) United States, Sacramento

[Find a local number](#)

Phone conference ID: 768 698 847#

Members of the public are welcome to attend the meeting in person or virtually. Closed captioning is available via automated live transcriptions.

Should technical assistance or accommodations be needed to participate in the State Historical Building Safety Board meeting, please contact Gregory Hartley at (279) 799-4349 or Gregory.hartley@dgs.ca.gov.



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AGENDA ITEMS

Start 10:00 a.m.

I. Open Session - Call to Order and Roll Call

- a) Meeting start time: 10:02 a.m.
- b) Attending Virtually: Joe Hall, Alan Dreyfuss, Keith Ellis, and Steven Winkel.

II. Proposed Amendments to Bylaws

- a) Article VIII, Section 3 – Advisory Committees (Subsection A)
 - Amendment allowing appointed alternates to participate on behalf of committee members.
 - Discussion focused on placement and clarity of the word “only” within the clause “may delegate their attendance, participation, and vote only to their appointed alternate.”
 - Members aligned on adjusting placement of “only” to improve clarity.
 - Participation of Non-Committee Board Members
 - A significant discussion addressed whether non-committee board members could engage in discussions beyond public comment.
 - Concerns raised about ensuring committee autonomy while maintaining transparency.
 - Legal counsel advised that standing committees must limit participation by non-appointed board members to public comment only.
 - Members ultimately agreed to retain language confirming that non-committee board members:
 - May attend
 - Must identify themselves as board members
 - May provide comments only during public comment periods
 - May not vote
- b) Discussion centered on dividing the existing Code Development & Appeals Advisory Committee into:
 - A Code Development Advisory Committee (CDAC)
 - A Separate Appeals Advisory Committee
- c) Members agreed on the necessity of separate committees due to workload differences and the complexity of appeals.
 - Code Development Advisory Committee (CDAC)
 - Consensus reached on setting a maximum membership of seven board members.
 - Strikeout language related to appeals was accepted to maintain focus of the CDAC.
- d) Appeals Advisory Committee – Deferred Section
- e) Extensive discussion highlighted that:
- f) Appeals and informal interpretations are distinct functions.
- g) Appeals committees may need flexible subject-matter expertise.
- h) Formal appeals require board action and must meet the “statewide significance”



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requirement.

- g) Committee members agreed they were not ready to finalize bylaws language for this section and requested a subsequent meeting.

Actions Taken

- Motion by Steve Winkel: Approve edits to items 3, 6, and 7 as discussed. Second by Keith Ellis.
 - Vote: Unanimous approval (Dreyfuss, Winkel, Ellis); Joe Hall left meeting before motion was made.
 - Result: Items 3, 6, and 7 accepted.
- Article VIII, Section 9 (Appeals Advisory Committee language): Deferred for future meeting.

- III. **Comments From the Public on Issues Not on This Agenda:** SHBSB may receive comments from the public on matters not on the agenda. Matters raised may be briefly discussed by SHBSB and/or placed on a subsequent agenda. No action may be taken by SHBSB on items raised during this agenda item. - **None**

IV. **Next Meeting and Agenda Topics**

- a) The committee agreed to schedule another meeting to finalize revisions to Item 9 – Appeals Advisory Committee, including:
- b) Definitions and procedures for appeals
- c) Role and limitations of informal interpretations
- d) Whether to include ad hoc structures for subject-matter-specific reviews
- e) Clarification of executive director's responsibilities vs. committee responsibilities
- f) Committee members emphasized the importance of completing bylaws revisions prior to the September SHBSB board meeting.

V. **Adjournment – 12:00p.m.**