

**Health Facility Advisory Committee  
Meeting Minutes  
January 25, 2007, 1200 hrs PT  
Seattle, WA**

1. Roll Call.

- |                         |                       |                  |
|-------------------------|-----------------------|------------------|
| a. Present in Seattle:  | Mr. Tommy Bowman      | Chairperson      |
|                         | Mr. James Biasco      | Member           |
|                         | CAPT Jose Cuzme       | Member           |
|                         | Mr. Ken Harper        | Member           |
|                         | CAPT Michael Weaver   | Alternate        |
|                         | Mr. Howard Wellspring | Alternate        |
|                         | Mr. Joe Bermes        | Guest            |
|                         | Mr. Paul Ninomura     | Guest            |
|                         |                       |                  |
| b. On telephone:        | CAPT Keith Shortall   | Member           |
|                         | CDR John Smart        | Member           |
|                         | CAPT Mike Jensen      | Alternate        |
|                         | CDR Candace Tsingine  | Secretary        |
|                         |                       |                  |
| c. Members Not present: | CDR Darrell LaRoche   | Vice Chairperson |
|                         | CDR Gary Gefroh       | Member           |
|                         | Mr. Gilbert Harrison  | Member           |

2. Jim Biasco made motion to approve Minutes of HFAC Meeting of September 11, 2006 held in Rapid City, SD. Motion seconded by Ken Harper. **Motion past without opposition.**

3. Old Business.

- a. Technical Handbook Chapters:
- (1) Michael Weaver provided handout, "HFAC Decision and Technical Handbook Update Listing" dated 1/12/2007. Status of each section is stated in the handout. Further discussion is stated below.
  - (2) "Chapters Referred to the Environmental Steering Committee For Update". Jim Biasco stated the committee has not scheduled a meeting. No motion was made. **No action taken.**
  - (3) "Chapters Needing Updates, Final Review, Signature, Web Site Posting".
    - (a) Lee Robinson is on extended leave; therefore, no update on the status of posting these chapters on the webpage. No motion was made. **No action taken.**
    - (b) Codes Committee Organization Chapter. Michael Weaver provided handout with suggested changes he received. On page 2, second line, Tommy suggested adding "strongly" before "encouraged" to emphasis the need for requestors to provide "all applicable facility data". On Appendix A,

“Discussion” paragraph, Jim Biasco and Jose Cuzme requested adding the word “Includes” at the beginning of the sentence and before “Citations”. After some discussion, Jim Biasco made motion to adopt the revised “Codes Committee Organization” chapter with the aforementioned revisions. Jose Cuzme seconded motion. **Motion past without opposition.**

(c) Committee discussed the revised “Flood Plain Management” chapter provided by Michael Weaver. Discussion focused on Jose Cuzme’s request to require coordination with the U.S. Army Corps of Engineers regarding 405 wetlands permitting. The census of the committee was that the wetlands issues was a separate issue and not appropriately to be addressed in the floodplain chapter. Ken Harper reminded committee that this chapter had tentatively been adopted pending concurrence by himself, Jim Biasco, and Jose Cuzme. Without further discussion this chapter was adopted as provided by Michael Weaver (i.e., deleted reference to 405 wetlands permitting).

**This action was adopted without motion.**

(d) Committee discussed the proposed changes to the “Installation of Fire “Sprinkler Protection in IHS Owned Installations” offered by Michael Jensen and Darrell LaRoche. Committee agreed several changes were needed and decided to postpone vote until after Michael Weaver provides new chapter revision incorporating the changes as discussed. Committee agreed to:

- i. Revise first sentence on page 2 to delete reference to “ordinary hazard” and add reference to NFPA 13.
- ii. Re-order priority for sprinkling of existing buildings by moving “personnel quarters” up the priority to number 3 before Health Centers.
- iii. Revise second sentence under paragraph 24-11.3 – Policy, to read, “Currently IHS facilities are required to meet NFPA 101 as it pertains to sprinkler protection.”
- iv. Strike “absolute” from first sentence on page 3.
- v. Add paragraph describing role of AHJ to grant waivers for exceptions to sprinkling some new building that are not specifically required to be sprinkled by NFPA. This issue was raised because of concern for small square footage modular buildings and areas that may not provide adequate water flow and pressure for fire protection.

**Action was tabled without motion.**

(4) “New Chapter Updates Added 1/12/07”. Joe Bermes’ group is drafting a chapter on how to implement “Metrication”. No motion was made. **No action taken.**

b. Pharmacy Standards.

- (1) Paul Ninomura provided his letter dated Jan 22, 2007, subject: Ventilation for Clinical Pharmacy Clean Rooms – USP 797.
- (2) Paul briefed committed that he and Gary Gefroh concluded their task was to define the technical criteria for ventilation in a pharmacy and the area planner (programmer) was responsible to determine when the upgraded HVAC was to be required. Paul’s handout provided the recommended technical design for a “clean room”. Michael Weaver supported Paul’s conclusion of his task by reading the minutes from the previous HFAC meeting stating Paul shall develop design criteria and the “programmer” shall decide whether a clean room is necessary.
- (3) Jim Biasco suggested a “decision tree” should be included in the technical handbook chapter for uniformity and consistency as to determination of whether a clean room is necessary. Jim was concerned that all planners would add requirement for a clean room even though the use may be very infrequent to justify the capital expense and future maintenance costs.
- (4) Ken Harper suggested that Paul and Gary continue to refine their technical design criteria and that they separately develop a “strawman” to determine when clean room was necessary. Ken indicated the design could be adopted now and the “strawman” adopted separately after it had been vetted by HFAC. Ken mentioned this subject of a clean room is still developing and may necessitate further changes.
- (5) No motion was made. **No action taken.**

c. Metric Letter to HHS.

- (1) Jim Biasco believes the letter has been sent from IHS to HHS but will verify this. The letter stated IHS’s policy of implementing metric requirements for federally owned facilities and encouraging use on 638 contracts.
- (2) Use of metric on any IHS project was strongly objected by Keith Shortall because he stated this significantly increased the project’s cost. Ken Harper, Jim Biasco, Jose Cuzme, and Tommy Bowman emphatically responded to Keith’s comment by stating he was wrong that metric is growing in popularity and does not significantly increase project cost. Tommy cited the example of Fort Defiance. He stated the project budget was developed with FBE without any adjustment for metric use and the project was completed below the project budget.
- (3) No motion was made. **No action taken.**

d. Computer Room Fire Protection Requirement. This was not ready for discussion. No motion was made. **Action was tabled.**

e. Metering Workgroup. Joe Bermes reported his workgroup was still working on developing this technical chapter; although, a preliminary draft has been circulated for comment. Joe stated his workgroup would develop performance specifications for the technical handbook rather than prescriptive specifications. Howard Wellspring express need to expand draft to include more information regarding metering for other energy sources (i.e., propane, natural gas) and utility metering (i.e., water).

- f. Website Decision Postings. Ken Harper reported posting of HFAC decisions is in progress. **No action taken.**
4. New Business. **None.**
5. Next meeting. The Facility Managers' Meeting is currently scheduled for the week of April 16, 2007 in Farmington, NM. Tommy Bowman will schedule a time and date during this meeting for the next HFAC meeting. Notice of next meeting will be sent later.
6. Jose Cuzme made motion to adjourn. Keith Shortall seconded motion. **Motion to adjourned past without objection.**

**Attachments:**

1. HFAC Meeting Agenda.
2. HFAC Decision and Technical Handbook Update Listing" dated 1/12/2007.
3. Draft Chapter 4-3 Codes Committee Organization, dated 1/10/2007.
4. Draft Chapter 21-3.2 Flood Plain Management, dated 9/8/2006.
5. Draft Chapter 24-11 Installation of Fire Sprinkler Protection in IHP Owned Installations, dated 1/10/2007.
6. Paul Ninomura's Memorandum dated 1/22/2007, subject: Ventilation for Clinical Pharmacy Clean Rooms – USP 797.