

HEALTH FACILITIES ADVISORY COMMITTEE (HFAC)

MEETING MINUTES

July 11, 2007, 11:00am Central

Conference Call

Roll Call:

Chairman: Mr. Tommy Bowman (✓)

Vice-Chairman: CDR Darrell LaRoche()

Members: CAPT Jose Cuzme () CDR Gary Gefroh (✓)
Mr. Jim Biasco () Mr. Gilbert Harrison (✓)
Mr. Ken Harper (✓) CAPT Keith Shortall ()

Alternates: CDR Steve Raynor (✓) Kevin D'Amada (✓)
CAPT Mike Jensen (✓) CDR Candace Tsingine (✓)
Howard Wellspring (✓) CAPT Mike Weaver (✓)

Guests: Joe Bermes, John Smart, CDR Stephen
Christopher, & Matt Martinson

Approval of the previous meeting minutes (April 16, 2007)

Gary made motion to approve the April 16, 2007 Meeting Minutes without revision. Ken seconded motion. Tommy asked if there were any dissenting votes. None were voiced; therefore, **motion passed**.

Old Business:

1. Proposed Technical Handbook Chapter 21-8 Metrication, Joe Bermes
 - a. Kevin asked why waiver may be granted to federal building built on trust land. Ken replied because it met the exemption criteria for public buildings on trust land, as defined by the Public Buildings Act. Also, he explained that was the position of the "white paper" submitted to DHHS for their information.
 - b. Kevin requested to add, "Tribal" to the "Facility Management" under "Metric Required (but may be waived at Tribal request)". Joe agreed to add this revision.
 - c. Tommy asked for clarification as to how far to consider a Tribal request for a waiver for a Direct Federal Building on trust land that is federally owned and operated. Ken responded that the waiver is a government option and that the government approves or disapproves the request.
 - d. Gilbert requested a formal notice be sent to the tribes to present this option of a waiver in the same notice sent regarding funding for a project.

Gilbert expressed concern that the tribes are unaware of this option to request a waiver. And he stated the tribes were concerned about maintaining a facility built to metric standards that is later transferred to their control in the future. Ken replied a metric notice and optional waiver can also be included in the PI 93-638 Notice of Funding letter sent to the tribe.

- e. Ken made motion to accept the proposed Chapter 21-8 with Kevin's revision. Gilbert seconded motion and asked for clarification that this chapter would not prevent the Area Office from using their discretion to send a formal notice to the tribes regarding the option to request a waiver. Ken responded affirmative.
 - f. Tommy asked if there were any dissenting votes. None were voiced; therefore, **motion passed**.
2. Proposed Pharmacy Standards Decision Matrix, CDR Gefroh
- a. Gary asked for help to add the estimated cost to the proposed decision matrix. Tommy asked if DES Seattle had any cost estimates available.
 - b. Ken asked if Jose had met with the national pharmacy group. No response except that Jose was on his way to this conference call. Gary stated he will definitely update this chapter when the pharmacy group approves USP 797.
 - c. Gilbert asked if anyone knew whether the changes being considered by the national pharmacy group are "drastic" or minor "tweaks". No reply.
 - d. Tommy recommended this item be **tabled** until next meeting. He requested Gary to send an e-mail with his outstanding questions to the HFAC.
3. Standby Generator Section 21-5.3, Ken Harper
- a. Ken described the past history of this section on standby generators. He stated the HFAC had already approved the document but the format had been changed. Ken was seeking HFAC's reaffirmation with the revised format.
 - b. Tommy questioned the clarity of the last sentence in paragraph 21.5.3.4.D. referencing funding solely based on business plan requirements. Ken, Michael, and Kevin emphasized that the sentence was correct because it prohibited funding based "solely" on a business plan. Ken used the example of a co-generation plant to point out that funding would not be allowed. No one disagreed with this example.
 - c. Ken made motion to approve document without revision. Kevin seconded motion. Howard commented that the reference in paragraph 21.5.3.3 was outdated and should read, "AIA – Guide lines for Design and Construction of Health Care Facilities". He, also, commented that NFPA and AIA did not define nor distinguished the difference between an emergency generator and a standby generator.
 - d. Ken and Gilbert requested to table this vote. Ken request that comments regarding this section be submitted **no later than July 20**.

4. Technical Handbook Chapters Update was presented by CAPT Weaver.
5. Metering Workgroup Update by Joe Bermes was on the agenda but was skipped for the sake of time.

New Business:

1. A/E Design Guide – 2007, Ken Harper/CDR Christopher.
 - a. Stephen reviewed the prominent proposed revisions. He stated these had been posted on the DES webpage.
 - b. Kevin commented on the space accountability in particular for crawl spaces. Stephen acknowledged there were at least 3 method of accounting for space. Ken stated the goal was to be in conformance with DHHS.
 - c. More time was need by HFAC to consider these revisions; therefore, Ken proposed all comments be submitted **no later than July 27** and a conference call be scheduled on August 22. Ken asked that Keith Shortall be available for this conference call. Tommy said he'll send notice to Keith.
2. Michael commented that there were several open issues regarding the proposed Technical Handbook Chapters that the next HFAC meeting should be next month and not next quarter. The committee agreed.
3. Michael asked if any HFAC member's term expiration was on the horizon. Everyone was asked to check their appointment.
4. No other new business.
5. Ken made motion to adjourn. Gilbert seconded. Motion passed.

Next Conference Call:

1. July 27, 11:00 a.m. Central to discuss Technical Handbook Chapters, including the USP 797, Standby Power, Applicability of Codes, and Metering.
2. August 22, 11:00 a.m. Central to consider approval of A/E Guide.