Florida Department of Business and Professional Regulation
Elevator Safety Technical Advisory Council Meeting
March 4, 2020 – 9:00 a.m. to 1:00 p.m.
Division of Hotels and Restaurants, Building C107
2601 Blair Stone Rd, Tallahassee, FL 32399
Conference Call: 1.888.585.9008, Participant Code: 253045022#

MEMBERS: Tim Newton, Chair; William Snyder, Vice Chair; John Antona; John R. Barnott; Tim Mowrey, Sr.; Chris Prather; Jerry Wooldridge; James Yohn

AGENDA

I. Call to Order
   A. Opening Remarks – Chair
   B. Roll Call – Josh Phillips, Deputy Bureau Chief
   C. Introduction of Guests – Chair

II. Review and Approval of Previous Meeting Minutes – Chair
   A. July 23, 2019

III. Bureau Report – Michelle Haynes, Bureau Chief
   A. Administrative Update
   B. Rule Report
   C. Legislative Session

IV. Industry Update
   A. Building Design – Jerry Wooldridge
   B. Building Owners & Managers – Chris Prather
   C. Elevator Service Companies – Tim Mowrey, Sr.
   D. Labor – James Yohn
   E. Local Government – John Barnott
   F. Manufacturing – Chair Newton
   G. Private Inspections –
   H. Public – John Antona

V. Old Business
   A. General Discussion – Open Forum

VI. New Business
   A. Maintenance Control Programs (MCP) and the On-Site Documentation Requirement
   B. Process for Review/Approval of MCP documents
   C. MCP and other document location with MRL elevators
   D. Door tool location/availability
   E. Test and inspection/controller access tool location/availability
   F. Citation of fire extinguishers at top floor lobbies, adjacent to hoistway entrance without existence of code requirement
   G. Requiring inspectors and monitors to cite statute, rule or code citation on every violation
      1. This is required by the QEI-1 document.
      2. The bureau’s violations codes shown in the excel document are not violations, but a checklist.
   H. Requiring inspectors and monitors to provide a description of all alleged violations with enough detail for the owner/contractor to be able to determine what is non-compliant
   I. Eliminate inspectors and monitors from editorializing in their comment sections of reports.
   J. General Discussion – Open Forum

VII. Next Meeting – Chair
   A. Agenda Items and Assignments
   B. Date and Location

VIII. Closing Remarks and Adjourn – Chair