1. Call to Order 9:00am EST – Connell

2. Introduction of Attendees – All

3. Goals of Meeting – Connell

4. Review and Approval of September A2010 ROC Meeting Minutes – Connell

5. Committee Member Status and Update of Membership Roster – Stanek/Connell

6. NFPA Staff Liaison Update and Review of Key Dates in A2013 Cycle – Stanek

7. Update on industry activities, upcoming conferences, etc. - Committee

8. Proposed Issues Requiring Address for A2013 - Committee

9. Establishment of Task Groups – Committee

10. ROP Meeting January 16th – 19th Tempe, Az. - Connell

11. Confirmation of Assignments - Connell

12. Adjournment (est.12:00 noon EST) - Connell
1. **Commencement**
Meeting was called to order at 8:30AM on Monday September 28, 2009.

2. **Roll Call/Introductions**
The following members and guests were in attendance:

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Members Present</strong></td>
<td></td>
</tr>
<tr>
<td>Jason Gamache</td>
<td>NFPA Liaison</td>
</tr>
<tr>
<td>Bill Connell, Chair</td>
<td>Parsons Brinckerhoff</td>
</tr>
<tr>
<td>Ian Barry</td>
<td>IEB Consulting</td>
</tr>
<tr>
<td>Arthur Bendelius</td>
<td>A&amp;G Consultants, Inc</td>
</tr>
<tr>
<td>Alan Brinson</td>
<td>European Fire Sprinkler Network</td>
</tr>
<tr>
<td>James Conrad</td>
<td>Tyco</td>
</tr>
<tr>
<td>Arnold Dix</td>
<td>Counsel at Law/Adj. Prof. Engineering</td>
</tr>
<tr>
<td>Daniel Dirgins</td>
<td>Parsons Brinckerhoff</td>
</tr>
<tr>
<td>Gary English</td>
<td>Seattle Fire Department</td>
</tr>
<tr>
<td>Russell Fleming</td>
<td>International Fire Sprinkler Association</td>
</tr>
<tr>
<td>Jason Huczek</td>
<td>Seattle Fire Department</td>
</tr>
<tr>
<td>Haukur Ingason</td>
<td>SP Technical Research Institute</td>
</tr>
<tr>
<td>Ahmed Kashef</td>
<td>National Research Council of Canada</td>
</tr>
<tr>
<td>Stefan Kratzmeir</td>
<td>Fogtech Fire Protection</td>
</tr>
<tr>
<td>Joseph Kroboth, III</td>
<td>Washington County Division of Public Works</td>
</tr>
<tr>
<td>Colin Macedo</td>
<td>HNTB Corporation</td>
</tr>
<tr>
<td>Igor Maevski</td>
<td>Jacobs Engineering</td>
</tr>
<tr>
<td>Dharam Pal</td>
<td>Port Authority NY/NJ</td>
</tr>
<tr>
<td>Maurice Pilette</td>
<td>Mechanical Designs Ltd.</td>
</tr>
<tr>
<td>Melvyn Thong</td>
<td>Land Transport Authority</td>
</tr>
<tr>
<td>Dirk Sprakel</td>
<td>FogTech Fire Protection</td>
</tr>
<tr>
<td><strong>Guests Present</strong></td>
<td></td>
</tr>
<tr>
<td>Chiam Boon Hui</td>
<td>Land Transport Authority</td>
</tr>
<tr>
<td>William Houf</td>
<td>Sandia National Laboratories</td>
</tr>
<tr>
<td>Travis Hannah</td>
<td>Tyco Thermal Controls</td>
</tr>
<tr>
<td>Mike Mennone</td>
<td>RCC</td>
</tr>
</tbody>
</table>

**Members not Present**
Carmen Daecher American Society of Safety Engineers
3. **Chairman Membership Updates**
   a. New members- The Chairman noted the reappointment of Ian Barry as voting member to the Committee and also welcomed Haukur Ingason to the Committee and acknowledged his accomplishments and research in the area of tunnel design fire size and growth rates.
   b. The Chairman indicated that the committee could use more membership within the users and enforcers classifications and requested that the committee members try to recruit any potential members.
   c. The Chairman noted that the committee still seeks a permanent Secretary. Dan Dirgins volunteered to be the secretary.

4. **Meeting Agenda**- The proposed agenda was accepted without comment.

5. **ASHRAE TC5.9 & PIARC Updates**
   a. Art Bendelius noted that ASHRAE TC5.9 is responsible for the Enclosed Vehicular Facilities chapter of the ASHRAE Handbook which will be published in 2011. A subcommittee has been appointed to begin working on a draft version of the new chapter. Art indicated that an unsolicited proposal was submitted regarding Rail Vehicle Design Fires however the further action regarding this proposal will be decided by the committee during a meeting in January 2010.

   b. Arnold Dix indicated that PIARC is preparing a consolidation of works related to fixed fire suppression systems from the past few years. The effort is intended to compile various studies, cost benefit analyses and functional reviews, into one document.

   c. Gary English indicated that the AASHTO Technical Committee T-20, Tunnels, is performing a scan of various tunnels within the United States which will provide an assessment of the tunnels. Gary indicated that he did a presentation of tunnel fire life safety systems to the T-20 Committee and indicated that the group is concerned with identifying design inconsistencies and shortcomings of the subject tunnels. Dharm Pal is a member of the Scan team and indicated that the Scan consists of data collection and historical facts of the subject tunnels. The Chairman indicated aspects such as traffic management, security, and geometric roadway design are aspects that potentially could benefit the NFPA 502 Technical Committee.
6. **Future Industry Conferences.** The Chairman reiterated that is the intent of the committee to have representation at all significant conferences on road tunnel life safety. Members are asked to notify the chairman of those conferences which they plan to attend. The following upcoming conferences were noted:

- **Fire Protection & Safety in Tunnels**
  November 17th, 18th, 2009 Paris France

- **4th International Symposium on Tunnel Safety and Security (call for papers)**
  March 17-19th, 2010
  Frankfurt, Germany

- **14th International Symposium on Aerodynamics and Ventilation of Vehicle Tunnels, BHR Group**
  Date to be determined (2011)
  Scotland

7. **Approval of Meeting Minutes from ROP meeting held in San Antonio on February 9, 10 & 11, 2009.** Meeting minutes were approved without comment.

8. **Jason Gamache provided a review of the rules regarding conduct of the meeting and presented the A2010 502 Revision Cycle Timeline**
   - ROC Ballot Issued: October 2009
   - ROC Published & Posted: February 26, 2010
   - Intent to make motion closing (NITMAM): April 9, 2010
   - NFPA Annual Meeting: June 2010

9. **Arnold Dix Update on Burnley Tunnel Fire**
   Arnold Dix indicated that the Coroners report for the Burnley Tunnel fire incident is complete but it has not been released due to the ongoing criminal investigations. Arnold discussed various aspects of the incident.

10. **Task Group Review of Proposals & Public Comments**
    Prior to the meeting all public proposals and public comments were categorized, assigned to the individual Task Groups based on the categorical nature of proposal, and distributed to committee members in the agenda package. The Task Groups were individually responsible to evaluate each proposal for the purpose of introducing it to the full committee, recommending a motion, and providing substantiation for their motion.
11. **Task Group Work Session**- The committee task groups had breakout sessions to resolve comments and proposals for the remainder of the day.

12. **Task Group Status** The committee task groups gave an update as to their status at the end of the day. The task groups will need more time on September 29 to complete their work.

*Meeting Adjourned at approximately 5:00 PM.*

**Meeting resumed at approximately 8:15 AM on September 29, 2009.**

13. **Task Group Work Session**- The committee task groups continued breakout sessions to resolve Committee Proposals and to finalize reviews of public comments.

14. **Committee Review of Comments and Proposals**

   **Task Group 11, Alternative Fuels:** The committee acted on the following public proposals and public comments:
   - Public Comments: none
   - Comm. Comments: CC1
   - Proposals: 502-84 Log #CP15

   **Task Group 10, Minimum Operating Elements/Commissioning:** The committee acted on the following public comments and proposals:
   - Public Comments: none
   - Comm. Comments: CC2
   - Proposals: 502-7 Log #CP7

   **Task Group 7, Ventilation:** The committee acted on the following public comments and proposals:
   - Public Comments: none
   - Comm. Comments: CC3, CC4
   - Proposals: 502-100 Log #CP16
   - 502-101 Log #CP17

   **Task Group 5, Bridges and Limited Access Roadways:** The committee acted on the following public comments and proposals:
   - Public Comments: 502-Log #12
   - 502-Log #13
   - Comm. Comments: CC5
   - Proposals: 502-5 Log #CP11
15. **Lunchtime Presentation**
Markku Vuorisalo of Marrioff Corporation gave a presentation on Fixed Fire fighting systems. Should any members like a copy of this presentation contact the Chairman.

16. **Resume Committee Review of Comments and Proposals by Task Group**

**Task Group 1, Fire Curve/HRR:** The committee acted on the following public comments and proposals:

- **Public Comments:** 502-Log #2
- 502-Log #3
- **Comm. Comments:** CC6
- CC7
- **Proposals:** 502-36 Log #81
- 502-10 Log #9
- 502-35 Log #79

**Task Group 12, Risk Assessment & Engineering Analysis:** The committee acted on the following public comments and proposals:

- **Public Comments:** none
- **Proposals:** 502-50 Log #14
- 502-51 Log #78

**Task Group 6, Emergency Response:** The committee acted on the following public comments and proposals:

- **Public Comments:** none
- **Proposals:** 502-9 Log #41
- 502-26 Log #66
- 502-27 Log #65
- 502-83 Log #CP6

**Task Group 9, Tunnel Drainage:** The committee acted on the following public comments and proposals:

- **Public Comments:** none
- **Comm. Comments:** CC11
- **Proposals:** 502-46 Log #CP8
- 502-47 Log #CP7

**Task Group 4, Fixed Fire Suppression Systems:** The committee acted on the following public comments and proposals:

- **Public Comments:** 502-Log #27
- **Comm. Comments:** CC13
- **Proposals:** 502-99 Log #CP13
- 502-44 Log #CP9

**Miscellaneous Comments & Proposals:** The committee acted on the following public comments and proposals:

- **Public Comments:** 502-Log #1
Meeting Adjourned at approximately 5:45 PM.

**Meeting resumed at approximately 8:15 AM on September 30, 2009.**

17. Resume Committee Review of Comments and Proposals by Task Group  
   Task Group 8, Tunnel Length: The committee acted on the following public comments and proposals:  
   Public Comments: 502-Log #11  
   502-Log #30  
   502-Log #14  
   502-Log #16  
   502-Log #15  
   502-Log #17  
   Comm. Comments: CC16  
   CC17  
   CC12  
   Proposals: 502-18 Log #44  
   502-21 Log #CP18  

   Task Group 3, Emergency Egress: The committee acted on the following public comments and proposals:  
   Public Comments: 502-Log #21  
   502-Log #28  
   502-Log #22  
   502-Log #18  
   502-Log #19  
   502-Log #20  
   Comm. Comments: CC18  
   CC19  
   Proposals: 502-17 Log #CP14  

18. Lunchtime Presentation  
   Bill Houf of Sandia National Laboratories Labs gave a presentation on the status of the Hydrogen Fuel Vehicle Study.  

19. Resume Committee Review of Comments and Proposals by Task Group  
   Task Group 9, Tunnel Drainage: The committee acted on the following public comments and proposals:  
   Public Comments: none  
   Proposals: 502-46 Log #CP8
502-47 Log #CP7

**Task Group 6, Emergency Response:** The committee acted on the following public comments and proposals:

- **Public Comments:** 502-Log#29
- **Comm. Comments:** CC15
- **Proposals:** 502-39 Log #CP19

**Task Group 2, Electrical:** The committee acted on the following public comments and proposals:

- **Public Comments:**
  - 502-Log #31
  - 502-Log #4
  - 502-Log #5
  - 502-Log #24
  - 502-Log #6
  - 502-Log #7
  - 502-Log #8
  - 502-Log #9
  - 502-Log #25
  - 502-Log #10
  - 502-Log #26

- **Comm. Comments:** CC6
  - CC20
  - CC21
- **Proposals:** none

**Task Group 1, Fire Curve/HRR:** The committee acted on the following public comments and proposals:

- **Public Comments:** none
- **Comm. Comments:** CC8
  - CC22
- **Proposals:**
  - 502-89 Log #30
  - 502-87 Log #10
  - 502-51 Log #78
  - 502-50 Log #14

---

20. **A2010 ROC Closing**

The chairman thanked all members present for contributions and efforts which are resulting in a significantly improved document. The next committee meeting will not need to take place until the start of the next cycle in the fall of 2011. The NFPA Annual Meeting (World Safety Congress) will be held in Las Vegas in June of 2010. Any NITMAMs received must be heard at that conference.
The chairman indicated that there is consideration that a webinar may be offered to highlight the revisions to the document after publication. Should that happen Task Group leaders may be asked to participate.

**Meeting Adjourned @ 5:30 PM on September 30, 2009**