



**Technical Review Task Force
Modified Bitumen Design Guide Working Group**

Monday, September 12, 2022, 4:00 PM – 5:00 PM ET

Staff Lead: Andy Lodge

Topic	Support Materials
Call to Order <ul style="list-style-type: none"> • Roll Call • Antitrust Reminder • Agenda Review and Approval • Approval of Minutes 	-Antitrust Quick Reference -Minutes 08/10/2022
Project Discussion <ul style="list-style-type: none"> • Document Review • Proposed revisions 	02 - Mod Bit Design Guide Draft 03 – Proposed New Content for Decks
Action Item Review	
Next Meeting <ul style="list-style-type: none"> • TBD 	
Adjournment	

Zoom Connection Information

<https://us02web.zoom.us/j/81178767661?pwd=MnVwbTQ2S241bFNZTzNrU3hDUVk2Zz09>

Meeting ID: 811 7876 7661
Passcode: 489413

One tap mobile
 +16469313860,,81178767661#,,,,*489413# US
 +13017158592,,81178767661#,,,,*489413# US (Washington DC)

Dial by your location
 +1 646 931 3860 US
 +1 301 715 8592 US (Washington DC)
 +1 309 205 3325 US
 +1 312 626 6799 US (Chicago)
 +1 646 558 8656 US (New York)
 +1 386 347 5053 US
 +1 564 217 2000 US
 +1 669 444 9171 US
 +1 669 900 9128 US (San Jose)
 +1 719 359 4580 US
 +1 253 215 8782 US (Tacoma)
 +1 346 248 7799 US (Houston)

Meeting ID: 811 7876 7661
Passcode: 489413

Find your local number: <https://us02web.zoom.us/j/kcZW2Sdzam>



To: ARMA Members and Staff

From: Reed Hitchcock, Executive Vice President

Re: Antitrust Compliance - Quick Reference

The Asphalt Roofing Manufacturers Association (“**ARMA**” or “**Association**”) has in effect an Antitrust Compliance Policy (“**Policy**”). The Policy is intended for the guidance of ARMA member company representatives, officers, directors and staff, when engaged in any activity conducted in the name of, or on behalf of, ARMA. All such persons are expected to be familiar with the Policy and to follow it both in letter and spirit.

The following cautionary statements are taken from the full Policy and are intended to be used as a quick reference tool. This document is not a substitute for the full Policy, which is available from the Association’s office and with which all are expected to be conversant. At all Association meetings and events, including informal gatherings before, during or following such meetings and events, **ARMA** members, their representatives and guests will not discuss any of the following competitively sensitive topics:

1. Current or future prices, price levels, costs or profit margins.
2. What is a fair or rational profit level.
3. Actions which could lead to standardizing or stabilizing prices.
4. Pricing or bidding methodologies or procedures.
5. Pricing practices or strategies, including methods, timing or implementation of price changes.
6. Whether or how prices, warranties or other terms of sale are advertised.
7. Cash or any other discounts, rebates, service charges or other terms and conditions of sale.
8. Credit terms.
9. Product warranty terms.
10. Actual, planned or projected production, production capacity or capacity utilization.
11. Projected demand.
12. Confidential company plans for new products.
13. Dividing or allocating geographic or product markets or customers.
14. Whether or on what terms to do business with a supplier, competitor or customer.
15. Whether or on what terms to solicit other companies’ employees for employment.
16. The business practices of individual firms.
17. The validity of any patent or the terms of any patent license.
18. Ongoing litigation, unless being reported upon by ARMA’s General Counsel or discussed appropriately at ARMA’s Counsel Forum.

We hope the above rules will be helpful as you participate in ARMA meetings and other activities. If you have any questions about antitrust compliance, do not hesitate to contact ARMA’s General Counsel:

C. Michael Deese
ARMA General Counsel
Howe & Hutton, Ltd.
Tel: (202) 466-7252 x103
Email: cmd@howehutton.com



Attendance

Brendan Dineen, Malarkey Roofing
Brian Davis, GAF
Heather Estes, GAF
Shelby Dewhurst, Johns Manville
Steven Wadding, Polyglass USA

Management Team and Consultant

Shelby Smiley, ARMA Associate Director
Lisa Davidson, ARMA Committee Liaison
Andy Lodge, ARMA Consultant

Call to Order

Lodge called the meeting to order at 2:01pm ET. Davidson read the roll call and reviewed the ARMA Antitrust Compliance Policy.

Motion to approve agenda as presented (Estes/Davis) carried.

Motion to approve the minutes of the ARMA Modified Bitumen Design Guide Working Group July 7, 2022 meeting as presented (Wadding/Davis) carried.

Project Discussion

Lodge provided a recap of action items from the July 7th meeting and gave members a progress update for them. Lodge verified the source for the 25% statistic under Concrete – Lightweight Structural Section. Lodge indicated that any values and statements of fact in ARMA bulletins should be defensible. Lodge reviewed the IIBEC article and proposed that sentences be added to the end of the Precast Structural - Concrete Deck section of the MBDG; members agreed to adding the proposed sentences. Lodge noted that, although the IBC allows 3/8" minimum OSB/plywood deck thickness, existing ARMA documents require 7/16" and 15/32" minimums for OSB and plywood, respectively. It was recommended, and those on the call agreed, that the MBDG should also reflect those minimums. Maximum board widths (8") and maximum board spacing (1/4") were also confirmed.

Document Review

Lodge discussed the tables located in the MBDG. Lodge proposed that editorial changes be made to accurately provide the tables with titles (as opposed to merely 'Table 1', etc.). Members approved of this editorial change, provided that they have an opportunity to review the edits. Lodge advised that all MBDG working group members will be able to review the entire document one last time before it is sent to ARMA proofreaders.

Editing began with the DECKS – WOOD – OSB section of the document. In the first paragraph, it was agreed that the first sentence should end with ‘strand-like wood particles’ and the rest of the sentence should be deleted. No other suggestions were given for this paragraph.

Members agreed to review the DECKS – OTHER section. Under subsection *DECKS – OTHER – GYPSUM*, members gave no input/suggestions.

Members agreed to review the subsection, *DECKS – OTHER – COMPOSITE*. Members proposed that only the first paragraph should remain and paragraphs 2, 3, and 4 should be deleted. Their rationale for the deletion is that the paragraphs in question did not discuss roof decks specifically and that there is a potential to revisit and add to this section at a later date if new information is provided. Members agreed to this suggested deletion and rework of the subsection.

Members agreed to review the section DECKS – OTHER – CEMENTITIOUS FIREBOARD. Members did not provide objections to the content of the section, but suggested that the content was lengthy. Following discussion, Lodge agreed to review the subsection *DECKS-OTHER-CEMENTITIOUS FIBERBOARD* before the next meeting and propose a shortened version of this subsection.

Proposed revisions

With regard to the Roof Insulations section in original MBDG document, Lodge provided an overview to members and indicated that that he and Smiley added in pre-submitted suggested edits to the original document. Members agreed to delete the last sentence of first paragraph. A member suggested to update language to ‘roof insulation should be securely attached’; members agreed to the suggested language update. A member suggested to update language to ‘low rise foam adhesive’ to add language clarity; members agreed to the suggested language update.

Members reviewed suggestions from the last paragraph of Roof Insulations portion of the MBDG. Member suggested delete ‘on insured projects’, other members agreed. Members agreed to review the Application section of the MBDG. Members agreed that Table 3 will be titled per the editorial suggestions that Lodge mentioned at the beginning of the meeting. Members did not object to any of the pre-submitted edits for Table 3. The heading Application along with the first sentence have been moved to be located after Table 3, to which members did not object. In this section, members agreed to change the language ‘should be’ to ‘may be’ and also add ‘general’ to ‘three [general] methods.’

Lodge let members know that they can submit suggested edits and thoughts from the section Application to the end of the document directly to Lodge.

Lodge alerted members that read ahead will be sent out prior to the next working meeting at ARMA’s summer spring meeting series in Baltimore. A recap will also be provided to members ahead of the Baltimore meeting. Members were alerted that the next section of the MBDG is about membranes, which may involve member discussion.

Action Item Review

ACTION: Lodge will review the section Decks – Other – Cementitious Fireboard as to how to shorten the section.

ACTION (ONGOING): Lodge will look into any further statistics or numbers in the MBDG that may need further confirmation or revision as appropriate.

Next Meeting

The next meeting will be at the ARMA summer committee meeting series, September 12-14th in Baltimore.

Adjournment

The meeting was adjourned by consensus at 3:00pm ET.

DRAFT