

VIRGINIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

**Amusement Device Technical Advisory Committee**

Summary Minutes of the August 28, 2025 Meeting – Virginia Housing Center

Committee members present: Danny Abner, Michael Dellinger, Casey Littlefield (Chair), and Brian Rath.

DHCD Staff present: Jeff Brown, Florin Moldovan, and Travis Luter

Others present: Mike Eutsey and Ken Martin

Chair Littlefield called the meeting to order at approximately 10:00 a.m.

Secretary Luter called the roll and informed the Chair a quorum was present.

Chair Littlefield opened the floor for the first item on the agenda, approval of the January 27, 2022 meeting minutes. The draft minutes of the January 27, 2022 meeting in the ADTAC members' agenda package were considered. Mr. Dellinger moved to approve the minutes as presented. The motion was seconded by Mr. Abner and passed unanimously.

Chair Littlefield then acknowledged Florin Moldovan, SBCO Director, to provide an update on the 2024 code development cycle. Mr. Moldovan provided an overview of the code development process. He then provided an update on the 2024 code development cycle such as calendar of meetings, submittal deadlines, etc.

Chair Littlefield then opened the floor for discussion of the next agenda item concerning updating the referenced standards in the VADR. Mr. Moldovan provided an overview of how the referenced standards were researched and reviewed and suggested updating the VADR referenced standards to the newest edition of the standard. Mr. Rath moved to approve updating the standards in the 2024 VADR to the newest edition as presented. The motion was seconded by Mr. Dellinger and passed unanimously.

Chair Littlefield then opened the floor for discussion of the next agenda item concerning code change proposal AD20-24. Mr. Rath moved to support the code change proposal as written. The motion was seconded by Mr. Abner and failed unanimously because the definition did not line up with the ASTM standard and introduced the definition for a term that did not appear anywhere in the VADR. Mr. Dellinger made a motion not to support the code change proposal as written because it did not follow the definition provided in the ASTM standard and introduced the definition for a term that did not appear anywhere in the VADR. The motion was seconded by Mr. Abner and passed unanimously.

*Note: Chair Littlefield agreed to contact the proponent of code change AD20-24 and discuss approaching the code change from the fee schedule prospective.*

Chair Littlefield then opened the floor for discussion of the next agenda item concerning other potential changes to the 2024 VADR.

- Mr. Abner initiated a discussion related to the required spacing of 75' for fire extinguishers.
- Mr. Abner also initiated a discussion related to the need for third party inspectors to have errors and omissions insurance as well as the amount of insurance to be required.
- Mr. Abner also initiated a discussion about the need for inspectors to have the owner's manual on hand for amusement devices when performing inspections.
- Mr. Dellinger initiated a discussion on reviewing all VADR definitions to ensure they match ASTM Standard F747-24 and to remove those no longer necessary. Mr. Dellinger agreed to lead that review and potential code change proposal for the 2027 code development cycle.

After a brief discussion of the committee members present, the secretary was directed to schedule the next meeting for early spring.

There being no other business, the meeting was adjourned at approximately 11:45 a.m.