

Meeting of the Forensic Working Group

October 7, 2010

9:00 a.m.

Texas Department of Insurance

H1-Room 370

333 Guadalupe, Austin, TX

Agenda

- I. Introduction of Working Group Members and Staff
 - a. Antitrust Statement
 - b. Elect Chairperson of Working Group
- II. Develop Guidelines for Conducting a Forensic Inspection
 - a. Establish levels of forensic inspections
 - i. Substantial relevant information and documentation – less invasive inspection
 - ii. Relevant information and documentation unavailable – more invasive inspection
 - b. Determine criteria or standards used to determine the applicable level of forensic inspection
 - c. Discuss possible levels of certification
 - i. Entire structure
 - ii. Roof coverings
 - iii. Roof deck attachment
 - iv. Roof-to-wall connection
 - v. Exterior openings (doors, windows, garage doors and skylights)
 - vi. Windborne debris protection
 - d. Determine procedures used to conduct a forensic inspection
 - i. Planning inspection
 - ii. Gathering of relevant information
 - iii. Site observations and analysis
 - iv. Review of design and construction
 - v. Preparation of plans and calculations
 - vi. Perform physical inspection
 - vii. Report preparation
 - e. Establish relevant information needed to conduct a forensic inspection
 - i. Windstorm plans, architectural and structural plans, calculations, test reports, model code reports, etc.
 - ii. As-built drawings, shop drawings, building product submittal information, photographs, etc.
 - iii. Knowledgeable witnesses, original designers, contractors, building officials, building owner or suppliers

- f. Determine the extent of physical inspection needed to determine code compliance
 - g. Develop a checklist to conduct a forensic inspection
 - h. Determine documentation and evidence needed to be retained by the engineer for each forensic inspection
 - i. Establish the minimum information to be included in a forensic inspection report
 - j. Provide costs information to perform forensic inspection
- III. Discuss Use of Inspectors and Engineer Supervision
- a. Develop recommendations regarding required levels of inspector supervision by the engineer (new and forensic)
 - b. Determine documentation requirements (construction inspection report and forensic inspection report) to demonstrate adequate supervision is being performed
- IV. Discuss Working Group Assignments
- V. Adjournment