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A Message From the Executive Director:



Hello, everyone!

I hope everyone is doing well! What a great winter we've had thus far!

I wanted to let you all know that long time employee Paula Glass is going to retire January 19, 2024, from the NDSEB. We want to thank Paula for her 24 years of faithful service to the board and wish her well in her new endeavors. Thank you, Paula!

The administrative rules process took an unexpected turn, so we had to readvertise our public hearing and start over with the approval process. We're now looking at either an **April 1st** or **July 1st** adoption of our ND Laws Rules and Wiring Standards which includes the adoption of the 2023 NEC. There will be more to come in the next newsletter on this progress. Currently the exams are still on the 2020 NEC, and we'll announce when the exams change to be on the 2023 NEC which will most likely be late summer of 2024.

I wanted to reiterate NEC Article 250.122(F)(2)(c) whether parallel cables can be run in a trench with similar grounding requirements as cable tray or raceway etc. It's been decided to modify this article which was discussed in the previous newsletter #276.

It's registration and licensing renewal time so contracting masters, remember when you renew your licenses you are also verifying all your employees are either registered or licensed also so check with them to make sure.

I also want to mention again the be sure your apprentices either have a 2 year degree or you have them enrolled in one the NDSEB approved apprenticeship programs which that list can be found on our website at <https://www.ndseb.com/apprentice-education/approved-apprenticeship-related-training-programs-and-colleges/>.

Our NDSEB sponsored continuing education classes came to an end in January, 2024. If you have ideas for next round of classes, be sure to let us

know what you'd like to hear and remember earlier classes usually have low attendance so if you want to get someone on nearly one training with Scott, that would be the class to attend!

Check out our website often for new information:

<https://www.ndseb.com/>

Email at: electric@nd.gov or

Mail to: ND State Electrical Board
PO Box 7335
Bismarck, ND 58507-7335

I hope you had a happy holiday season and let's all look forward to a great upcoming new year!

I wish you enough,
- James Schmidt

Farewell to Office Manager Paula Glass!

Paula Glass started with the NDSEB on December 1, 1999 as an Administrative Assistant and will be retiring on January 19, 2024 as Office Manager, a position she has held since 2006.

Prior to coming to NDSEB, Glass had worked for a law firm.

"I'd always wanted to be a paralegal, but after 12 years, I'd had enough of lawyers!" she says with a smile.

Glass has seen a lot of change during her tenure at NDSEB. Most notably, a lot of processes were done on paper when she started and the organization is now much more automated, utilizing a database and website for communication.

"We had manual typewriters and typed up almost everything, especially all license renewals," she remembers.

Other changes during Glass's tenure include moving the office from its previous location on Memorial Highway in Bismarck to its current location in the Northbrook Mall (and subsequent remodels of that space). She started work when Don Offerdahl was serving as Executive Director. James Schmidt took on that role in 2012.

Glass also notes that when she started at NDSEB there were 5 or 6 district

inspectors. There are now 14 state district inspectors, a large increase especially necessary during the oil boom.

Glass will not stop working when she leaves employment at NDSEB. She has also been working as a Business Manager — Glass Concrete Construction - for more than a decade, and will continue that role in the future.

"We have between 40-45 employees a year," she notes. *"I work about 20 - 25 hours a week on nights, weekends and days off right now. It will be nice to be able to do that work during the day. I'll always be doing something!"*

Glass and her husband also have an invested interest in other companies and she sees a potential for her to have a role in those operations, as well.

A big part of Glass's decision to retire stems from her husband's cancer diagnosis four years ago. After numerous trips to Mayo Clinic in Rochester and several types of treatment, including CAR-T, her husband is now in "complete response" (the term currently used in



the medical community instead of "remission".) The diagnosis and treatment made them realize that they needed to plan for the future and focus their goals on the company business.

Although she is retiring, Glass won't be completely gone.

"I've talked with James (Schmidt, Executive Director) about coming in on a temporary basis to continue to train in employees and assist with workflow and other things," she says.

When asked what she will miss the most at NDSEB, Glass doesn't hesitate with an answer.

"The relationships. Both personal and professional," she says. *"I've developed relationships with the office staff, of course, but also with a*

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Career Fairs for Kids

The NDSEB has participated in career fairs across the State of North Dakota to try and spark an interest in young people to enter the electrical field. The NDSEB has been involved in these career fairs in the past few years and have noticed a lack of representation from electrical contractors at these events. If you or your company are actively trying to recruit employees, we highly recommend attending these events to engage young people and talk to them about what you have to offer. Although most of these events are held at high schools, they are often open to the general public as well. If you need a new tool in recruitment this might be a good option for you.

Marketplace for Kids events are in full swing right now. The NDSEB has conducted 24 classes with over 300 students and many more to come this year. We work with students in grade school making a simple electric circuit that controls a light bulb as well as a motor. In addition to talking to kids about safety around electricity, we are also hoping that investing a little time with them may spark an interest later in life to enter the trade. The kids seem to really enjoy the classes and we enjoy participating! With these two programs we are engaging young people of all ages and anticipating it will pay off in the long run for the electrical trade.



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lot of the contractors. I've conducted contractor orientations for a number of years and I enjoy helping them understand their responsibilities and requirements to be a Contracting Master In North Dakota."

Glass is looking forward to spending more time with her husband, Joe, their three children (Travis in Colorado, Kody in New York, and Cole in Mandan), as well as her grandchildren, Peyton, Greyson, and Jackson (pictured at right).



Paula Glass is looking forward to spending more time with her husband Joe (above) and her three grandchildren (at left).



Overcurrent and Disconnecting Requirements for Transformers

This topic involves overcurrent and disconnecting requirements for transformers operating at 1000 volts or less.

When you look at Table NEC 450.3 (B) regarding transformers and overcurrent protection required, it can get a little confusing because there are columns in this table that say OCP might be required on the primary side only and they give you percentages for your primary protection and secondary protection.

For transformers having a primary current rating of 9A or more, according to note 1 you are permitted to use the "next size up" rule (240.4) for your primary OCP when 125 percent of the primary current doesn't correspond to the standard rating of a fuse or non-adjustable circuit breaker listed in 240.6(A) but if you go further to NEC 240.21(C)(1), it says you are allowed to use 'Primary Protection Only' for: (a) single-phase transformers with a 2 wire, single voltage secondary or (b) three-phase delta-delta connected 3 wire single voltage secondary and any other single-phase or multi-phase secondary conductors are not considered to be protected by the primary overcurrent protective device.

Most installations we see in other than some industrial applications will require overcurrent protection on the primary and secondary side of transformer installations as per NEC 240.21(C) (2-6). One way to look at it is the primary OCP is for the protection of the transformer and the OCP on the secondary is for the protection of the secondary conductors. A disconnecting means is also required for a transformer and shall be within sight of (visible and not more than 50 feet) or be capable of being locked in the OPEN position as per NEC 110.25 and the location shall be labeled on the transformer as per 450.14.

Please remember to look at NEC 450, NEC 240, and NEC 250 when you are setting up for your next transformer installation and always install transformers per the manufacturer's instructions and ensure transformer ventilating openings are not blocked.

You are always welcome to contact your local inspector or the NDSEB if you have any questions and remember we love to be called for rough-in inspections.

News & Notes from NDSEB

UNSUPERVISED APPRENTICES

We still are finding jobsites where apprentices are working alone. This is a violation of state law and several contracting masters, along with their business agents have had to appear before the board and have left with having their license placed on a probation based on each circumstance. Along with this, the apprentice is sent a cease and desist which is prosecutable if turned over to the local state's attorney.

We want to rectify this situation. It is not permissible to leave apprentices alone on a jobsite unsupervised. All contractors, licensed electricians and apprentices know the rules so let's stop doing this as inspectors will be verifying licenses on jobsites more frequently now.

KEEP YOUR LICENSE UP TO DATE!

All licensed electricians are required to complete eight (8) hours of continuing education every year and before their license expiration date. The expiration of licenses are as follows:

Master:	April 30th
Journeyman:	March 31st
PLE:	April 30th
Class B:	April 30th

Once the hours are recorded in our system (classes you take are sent to our office by the provider and recorded. . . we will not accept individual completion certificates), you can then renew your license online at www.ndseb.com.

If your license expires, you cannot continue to work as an electrician in the State of North Dakota until it is renewed! North Dakota Century Code §43-09-09 requires an electrical license to plan, layout, supervise, install, make alterations, or repair electrical wiring apparatus or equipment.

LATE CERTIFICATE

CONTRACTORS: Our electrical inspectors have been running across a lot of electrical installations that do not have an e-Cert (wiring certificate) issued. This results in issuing a late cer-

tificate violation to the contractor per N.D. Laws, Rules & Wiring Standards 24.1-05-01(5). Please note the following:

Before work commences on any electrical installation when a new entrance is installed, an existing entrance is altered or repaired, a building is moved, when a mobile home feeder is installed, or when the cost of the repair work or additional installation exceeds five hundred dollars, the master, class B, or power limited electrician supervising such installation shall submit an electrical wiring certificate.

Please review your records to make sure all your jobs are accounted for, and you have an e-Cert issued. Remember, our mission is to ensure the practical safeguarding of persons and buildings and building contents from electrical hazards arising from the use or control of electricity for light, heat, power, and control thereof, etc.

UPDATED ADDRESS ON RECORD:

Renewals have begun for Apprentices and are just around the corner for Journeyman, Master, Class B and Power Limited Electricians. Our office mails out renewal reminder cards to all active registered and licensed electricians. It is imperative that you have an updated address on record with our office so you receive these reminders along with any other correspondence we mail out. If your mailing address has changed, please contact our office or you may update your address on our website, www.ndseb.com, Forms, #20, Personal Information Change.



New Employee

The NDSEB has hired a new employee. We would like to welcome the following:

Allison Carlson

Allison was hired as a full-time Administrative Assistant. She previously worked with the City of Bismarck Building Inspections Division for three and a half years. She is married to Dustin and has a two and a half year son. She was born and raised in Bismarck and grew up around electricians, who has multiple family members working in the trade. Her family enjoys fishing and spending time on the river or at the lake.

Welcome Allison.

ELECTRICAL INSPECTOR OPENING

The North Dakota State Electrical Board will be hiring a full-time non-temporary electrical inspector for the northwest area of the State of North Dakota. Successful applicants may also need to work in assigned areas across the state.

Minimum qualifications: a high school graduate with electrical trade school degree preferred. A licensed Journeyman electrician capable of being a Master electrician. Successful Journeyman candidate must take and pass North Dakota Master Examination within a specified time-line. Have a firm knowledge of the National Electrical Code and the North Dakota Laws, Rules and Wiring Standards. Ability to be a problem solver with excellent interpersonal, written and oral skills. Ability to learn computer system, read and trace circuitry, schematics and blueprints. Must be a self-starter committed to time management, highly motivated, teamwork, high quality customer service and be able to multi-task projects.

Completed Applications must be received by **4:00 p.m. on Wednesday, January 31, 2024.**

For further information, please go to our website at:

<https://www.ndseb.com/employment->