

# **NORTH DAKOTA STATE ELECTRICAL BOARD MINUTES**

Wednesday, January 16, 2013

The North Dakota State Electrical Board meeting was called to order at 8:34 a.m. by President Earl Scherer at the office of the North Dakota State Electrical Board, 1929 N. Washington Street, Suite A-1, Bismarck, N.D. Members present: Karen Karls, Rodney Mayer, and Kyle Miller. Also present: James Schmidt, Executive Director; and Paula Glass, Office Manager. Members absent: Ben Koppelman.

President Scherer asked for further Agenda items to appear at this meeting. Mr. Schmidt informed the Board of additional agenda items consisting of Rodney Laughlin's Application for an Electrical License, two new employees and dress code items. Rodney Mayer added discussion on low voltage licensing. There being no further Agenda items, it was motioned by Rodney Mayer and seconded by Kyle Miller that the Agenda, as amended, be approved. Motion carried.

President Scherer asked for any comments on the Consent Agenda items. James Schmidt commented on receipt of additional inspection fees to be added onto Profit and Loss Statement for the month of January, 2013. It was motioned by Rodney Mayer and seconded by Kyle Miller to approve the Consent Agenda items. Motion carried.

Mr. Schmidt presented the Board with a letter of resignation from Steven Ciuffini, District 10 Electrical Inspector.

At 9:00 a.m., Mitch Feininger, District 3 Inspector, entered the meeting.

Mr. Feininger presented the Board with follow-up information related to seeking reimbursement for tuition costs associated with receiving his Bachelor's Degree from Dickinson State University in December, 2011 (pre-sought in 2008). Mr. Feininger informed the Board of his continued commitment to the Board and that his college degree has given him opportunities with the Board, such as taking a leadership role in training new hires. Rodney Mayer motioned and Kyle Miller seconded to reimburse Mitch Feininger 75 percent of his tuition costs or \$10,135.50 and prorate a reimbursement policy of 20 percent over the next five (5) years [employment vesting] beginning January 1, 2013. Motion carried.

At 9:20 a.m., Mitch Feininger left the meeting; and Ira Downs and Kendrick Kjorsvik entered the meeting.

Mr. Schmidt introduced Kendrick Kjorsvik as a new inspector.

At 9:25 a.m., Kendrick Kjorsvik left the meeting; and Scott Porsborg, Special Assistant Attorney General, and Lyle Wergeland, Director of Inspections, entered the meeting.

Lyle Wergeland presented the Board with his inspection district reports. Mr. Scherer informed Mr. Wergeland to include in future reports the names of inspectors, and not just district numbers.

At 9:50 a.m., Lyle Wergeland left the meeting; and Ashley Windhorst, Administrative Assistant, entered the meeting.

Ira Downs presented the Board with information on why he is seeking an electrical license in North Dakota. He primarily contracts with medical facilities in building hospitals and clinics, which is being proposed in Minot, North Dakota. Mr. Schmidt informed the Board that most of Mr. Downs' experience is in jurisdictions that don't have similar licensing and inspection processes as North Dakota. Ashley Windhorst indicated that Mr. Downs' has been self-employed since 1980. Further discussion took place and President Scherer informed Mr. Downs that further verification of hours and inspections are needed.

At 10:15 a.m., Ira Downs left the meeting.

At 10:16 a.m., the Board recessed for a short break.

At 10:30 a.m., the Board reconvened; and Arthur Hansen entered the meeting.

Arthur Hansen informed the Board of his appeal of the Board's decision to deny his Application for an Electrician's License. Mr. Hansen presented a certificate of parole completion, as well as his ability to work in the electrical field as a result of being rehabilitated. He informed the Board that he has a license in the State of Montana, and they knew his criminal background. Attorney Porsborg questioned Mr. Hansen of the details of the crime. Rodney Mayer motioned and Kyle Miller seconded to enter into Executive Session. Motion carried. Arthur Hansen left the meeting.

At 10:45 a.m., the Board entered into Executive Session.

At 11:00 a.m., Kyle Miller motioned and Rodney Mayer seconded to end Executive Session. Motion carried. Arthur Hansen and Ray Ziegler entered the meeting.

Kyle Miller motioned to request further documentation from Mr. Hansen's current employer in order to examine for an electrical license. No second; motion failed. It was motioned by Rodney Mayer and seconded by Kyle Miller for Mr. Hansen to obtain a recommendation from his current employer and a more recent recommendation from a counselor. This information will be reviewed and evaluated at the March, 2013 meeting. Motion carried.

At 11:15 a.m., Arthur Hansen and Ashley Windhorst left the meeting.

Ray Ziegler of the City of Bismarck and representing the North Dakota Building Officials Association presented the Board with information of a proposed law change in order to have consistency with building codes. Mr. Ziegler wants the Board to pursue the law change. The intent is to include political subdivisions in the language. Discussion took place concerning this proposed change and the effects it may have on licensing and inspection processes, etc. Attorney Porsborg advised the Board that it could impact the authority having jurisdiction, which currently is the Board. Motioned by Karen Karls and seconded by Rodney Mayer that the Board take no action at this time. Motion carried.

At 11:50 a.m., Ray Ziegler left the meeting.

Mr. Schmidt informed the Board of the status of Alex Martushev (Matrix Electric) and any outstanding certificates and correction reports are completed.

Discussion took place concerning adoption of the 2014 code, and Attorney Porsborg recommended to the Board to follow previous schedules.

At 12:00 p.m., Karen Karls left the meeting.

Mr. Schmidt reported no further updates on Employee Handbook or status of recent administrative rule proposal change.

Mr. Schmidt presented the Board with an Application for an Electrician's License from Rodney Laughlin. James Steinke is retiring from Laughlin Electric, and Mr. Laughlin is seeking reinstatement of his Master license by exam. Mr. Laughlin owes the Undertaking Fund in an amount to be determined, and paid before reconsideration of Mr. Laughlin's Application. It was motioned by Rodney Mayer and seconded by Kyle Miller for James Schmidt to contact Mr. Laughlin and discuss repayment of the Undertaking Fund before reconsideration of a license. Motion carried.

At 12:05 p.m., Dan Pillar entered the meeting.

Rodney Mayer entertained discussion on low voltage licensing and inspections. Our rules define this matter.

Dan Pillar of Dakota Gasification Plant presented the Board with information concerning the plant's operations and apprenticeship hours being credited towards a journeyman license. He clarified how they follow the rules of the Board, including apprentice to journeyman ratios. They will track apprentice hours through timecards for the type of work done (maintenance or electrical construction) and by job description. Their employees will be required to possess a two-year electrical degree from an approved college curriculum to work in the plant, which also will include constant training of electricians. Mr. Pillar invited the Board to the plant.

Mr. Schmidt received an inquiry from Justin Lill to waive his re-exam waiting period for the purpose of expediting the naming a master of record for Cavalier Rural Electric, which they currently do not have one. Based on further discussion, upon receiving a new application, Mr. Lill shall be allowed to re-examine in February, 2013, if he elects to do so.

Mr. Schmidt informed the Board of the status of the office server and the possibility of clouding or having an external hosted server with BTI. Further information is needed before any changes will be made.

A suggestion was brought up concerning raising the minimum fee from \$300.00 from a contractor. This may possibly eliminate self-wiring requirements.

Mr. Schmidt introduced Ed Therriault as our new Safety/Training Director.

Office dress code was discussed. The Board had no opposition for staff to wear jeans on non-official days, and to dress appropriate to the occasion (no t-shirts, flip flops, etc.), and the intent is still to look appropriate and professional.

There being no further business, it was motioned by Kyle Miller and seconded by Rodney Mayer Karls to adjourn the meeting. The meeting was adjourned at 3:25 p.m.

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Date

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Earl Scherer, PRESIDENT

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Karen Karls, SECRETARY