

NORTH DAKOTA STATE ELECTRICAL BOARD MINUTES

Wednesday, January 20, 2016

The North Dakota State Electrical Board meeting was called to order at 8:30 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: Rodney Mayer, Kyle Miller, Ben Koppelman and Tom Paulson. Also present: James Schmidt, Executive Director; Ashley Windhorst, Administrative Assistant; and Curt Kasper, NECA.

President Scherer asked for further Agenda items to appear at this meeting. James Schmidt indicated to add employee to the agenda. There being no further Agenda items, it was motioned by Ben Koppelman and seconded by Rodney Mayer that the Agenda be approved as amended. Motion carried.

President Scherer asked for any comments on the Consent Agenda items. Motioned by Tom Paulson and seconded by Kyle Miller to approve the Consent Agenda items. Motion carried.

An update of the Board's Report System (data software program) was provided by Mr. Schmidt. Ben Davenport met with office staff, Paula, Ashley and Janel, on November 4-5, 2015 to test the system, in which he took the information back with him to implement the changes. Changes were to be made by December 20, 2015; however, only a portion of them have been made to date. The office staff continues to test the program.

Mr. Schmidt presented a quote to the Board for two-60 inch monitors to be added to the side walls of the conference room. After this installation, materials required for meetings will be viewable on three walls in the conference room. Motioned by Rodney Mayer and seconded by Ben Koppelman to approve the quoted purchase and installation from AVI Systems. Motion carried.

Mr. Schmidt presented another quote for a CCTV system for the conference room. The system was discussed and it was decided to table the quote until the next meeting.

At 9:00 a.m., Brad Urbanski and Daniel Mixon entered the meeting.

Brad Urbanski's Application for an Electrician's (Journeyman) License was presented to the Board. Mr. Urbanski's prior experience was all in the State of Arizona. Mr. Urbanski testified he has held a Montana Journeyman license for two years; he completed apprenticeship training along with a two-year degree in Arizona; and is currently working for MMR in North Dakota. Mr. Urbanski lost several of his North Dakota employment hours due to being unregistered as an apprentice. Motioned by Ben Koppelman and seconded by Tom Paulson to allow Mr. Urbanski to take the placement exam if additional hours can be verified by MMR. After much discussion, an amended motion was made by Ben Koppelman and seconded by Tom Paulson to allow Mr. Urbanski to take the placement exam contingent upon a minimum of 5,000 North Dakota hours being verified and that his

apprenticeship training be reviewed and approved for him to take the placement exam. Motion carried.

At 9:50 a.m., Brad Urbanski left the meeting, and Scott Porsborg, Special Assistant Attorney General, entered the meeting. The Board recessed for a short break.

At 10:05 a.m., the Board reconvened.

Daniel Mixon appeared regarding his Application for an Electrician's (Journeyman) License, which was denied as most of his prior work history was in Georgia. Mr. Mixon presented a Minnesota Journeyman license he currently holds and showed the Board 4,800 similar hours along with approximately 10,000 hours from jurisdictions not similar. Motioned by Rodney Mayer and seconded by Tom Paulson to allow Mr. Mixon to take the placement exam. Motion carried.

At 10:20 a.m., Daniel Mixon left the meeting, and Paula Glass, Office Manager, entered the meeting.

Mr. Schmidt discussed the inspection process in the City of Lincoln. The City of Bismarck will no longer be completing inspections in the City of Lincoln as of January 1, 2016. Burleigh County will be completing all inspections in City of Lincoln, with the exception of electrical. NDSEB will take over inspections on any wiring certificates issued after January 1, 2016. As of now, the City of Bismarck will be responsible for inspecting the old certificates in the City of Lincoln.

Attorney Porsborg updated the Board on the formal action against Justin Neidviecky. Mr. Neidviecky received an Informal Disposition Agreement, which was signed and returned. Motioned by Ben Koppelman and seconded by Kyle Miller to dismiss the formal action against Mr. Neidviecky. Motion carried.

Attorney Porsborg informed the Board that a Complaint for a formal disposition for Jason Will was prepared and served on Mr. Will; however, Mr. Will defaulted on it. Motioned by Kyle Miller and seconded by Ben Koppelman to move to declare Mr. Will in default and revoke his North Dakota Journeyman license. Motion carried.

Mr. Schmidt informed the Board that a signed Reciprocal Agreement was received from the State of Iowa; however, revisions are needed so it is still in progress.

Mr. Schmidt informed the Board that the felony question was added to the online license renewal and the paper form. Discussion was had on handling the felony responses. Attorney Scott Porsborg suggested a letter be sent asking for more information, similar to the form letter used for license applications. The renewals will be processed; however, if a felony needs to be reviewed it will be brought to the Board.

Paula Glass explained the process of putting Master or Class B licenses on hold prior to renewal and the reasoning. The hold will be taken off as expired insurance, overdue corrections and other items are cleaned up.

Mr. Schmidt informed the Board we are in the process of making changes and reorganizing the N.D. Laws, Rules & Wiring Standards. A committee of inspectors met to organize the “wiring installation rules” to coordinate with the NEC. The office will reorganize the administrative items of the N.D. Laws, Rules & Wiring Standards. The proposed changes may possibly be ready for Board review at the May meeting.

Mr. Koppelman asked if a change should be made to make it the responsibility of the employer and employee to make sure apprentices are properly registered. Attorney Porsborg informed the Board it’s a statute that an apprentice shall register; however, it doesn’t currently designate who’s responsible so a rule could be made to designate or reiterate. Further discussion was had about registered apprentices hours counting and staffing companies’ employing apprentices.

At 11:50 a.m., Paula Glass, Ashley Windhorst and Curt Kasper left the meeting, and at 12:30 p.m., the Board recessed for a short break.

At 1:00 p.m., the Board reconvened. Ashley Windhorst, Lyle Wergeland, and Curt Kasper entered the meeting.

Lyle Wergeland reviewed the district reports. Most districts are averaging the same numbers. District 4 numbers are low, but the District 4 Inspector spends a lot of time in District 3 (McKenzie County) and District 11 (Dickinson). District 10 also has lower numbers, but the District 10 Inspector has also been helping out in District 3. Mr. Schmidt reported increasing the number of inspectors to sixteen (16) over the past year has resulted in eliminating the need for inspectors to work overtime for the past few months.

At 1:15 p.m., Lyle Wergeland left the meeting. Paula Glass and Scott Halle, Training & Compliance Administrator, entered the meeting.

Scott Halle provided an update on the 2015 Board CEU classes. The overall turnout was about 1,200 attendees. We continue to receive good/positive responses on comment cards. Mr. Halle indicated he is continuing to prepare for the Board’s 2016 classes which will be held from June, 2016 through January, 2017. Mr. Halle has also been working on gathering information on rogue contractor situations. He also discussed the meeting which took place to reorganize and make changes to the N.D. Laws, Rules & Wiring Standards.

Paula Glass gave an update on rogue contractors. We’ve received about a fifty percent response from homeowners. Further discussion was had and it was decided to use two party checks for the reimbursement of correction violation repairs made out to the contractor and the property owner.

At 1:40 p.m., Curt Kasper, Paula Glass, Ashley Windhorst, and Scott Halle left the meeting. Lyle Wergeland entered the meeting.

The Board discussed the current business demands for more outreach efforts between the NDSEB, contractors, and the general public. A reorganization of job duties and the creation of a new position were discussed to meet the public information demands. The Board recognized the existing communication skill set of Lyle Wergeland and aligning his communication strength and business knowledge to address the NDSEB's outreach efforts. Rodney Mayer motioned to approve the content of a letter outlining the reorganization of primary job responsibilities for Mr. Wergeland to serve as a public information representative. Tom Paulson seconded the motion. The motion passed 3-1. Motion carried.

The next Board meeting will resume on March 16, 2016.

There being no further business, it was motioned by Kyle Miller and seconded by Ben Koppelman to adjourn the meeting. The meeting was adjourned at 2:30 p.m.

Date

Date

Earl Scherer, PRESIDENT

Kyle Miller, SECRETARY