

# **NORTH DAKOTA STATE ELECTRICAL BOARD MINUTES**

Wednesday, May 11, 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: Earl Scherer, Rodney Mayer, Kyle Miller and Tom Paulson. Members absent: Ben Koppleman. Also present: James Schmidt, Executive Director; Ashley Windhorst, Administrative Assistant; Curt Kasper, NECA and Cody Serr, IBEW 714.

President Scherer asked for further Agenda items to appear at this meeting. James Schmidt indicated to add new Board member and District 3. There being no further Agenda items, it was motioned by Rodney Mayer and seconded by Tom Paulson 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.

Mr. Schmidt informed the Board that May is Electrical Safety Month. There will be a section in the newsletter for this also.

Mr. Schmidt informed the Board the new Board member appointed by the Governor is Brad Sylliaasen with Xcel Energy. His five-year term will begin July 1, 2016.

Mr. Schmidt asked if any Board members would be interested in attending the Western Section IAEI meeting, which will be September 18-21, 2016 in Altoona, Iowa. An email will be sent with more information. Seven of NDSEB's staff will attend.

Mr. Schmidt explained an addition to the next newsletter going out. There will be an added insert to include the new district map, CEU class information, and a trivia section.

Mr. Schmidt talked about the service awards process. In the past, service awards have been given at an evening event which is on the employees' own time. It was discussed at the April, 2016 employee meeting to do service awards during the afternoon employee meeting. The service awards will be given out June 22, 2016 during the afternoon meeting.

At 8:45 a.m., Scott Halle entered the meeting.

Scott Halle updated the Board on the 2016 classes, which are scheduled to begin in June. There will be three classes in Bismarck and Fargo; two classes in Dickinson, Grand Forks, Minot and Williston; and one class in Devils Lake and Jamestown. The classes will cover Chapter 5 - Special Occupancies (Hazardous Locations), a presentation on Soares Grounding and also situations the inspectors have come across in the field. Scott also has the 2017 class schedule tentatively scheduled. Scott is continuing to evaluate CEU classes for approval, researching apprenticeship training programs, and answering code questions

from contractors and inspectors. Further discussion was had on electrical companies wanting to provide private apprenticeship training for their employees.

At 9:00 a.m., Scott Halle left the meeting, and Doug Grinde entered the meeting.

Doug Grinde updated the Board on his new position and job duties. Doug discussed the new district map; Tom Crawford is now the District 13 inspector and Mark Moderow is the only roaming inspector. Mark is currently working in districts to get old certificates and self-wires cleaned up. Doug went over the end-of-month active certificate reports. Currently there are about 9,900 active certificates along with about 450 additional self-wire certificates. Doug also reviewed a report showing the incoming and outgoing certificate totals per year.

At 9:25 a.m., Doug Grinde left the meeting. Paula Glass, Office Manager; Scott Porsborg, Special Assistant Attorney General; and Preston Wise entered the meeting. The Board recessed for a short break.

At 9:40 a.m., the Board reconvened.

Attorney Scott Porsborg reviewed the new open records/meeting opinion. The Board delegated James Schmidt to setup future interviews and gave him the authority to hire.

Mr. Schmidt reviewed licensing disciplines. The Board will inform reciprocal states if we take action on an individual's license and know what other states they are licensed in.

Paula Glass handed out a spreadsheet listing contractors still on hold. There are still about 94 contracting Masters on hold and about 173 contracting Masters still haven't renewed. Cease and desists will be sent out next week.

The Board discussed the sending of past due notices and the invoicing process. Attorney Porsborg recommended changing the rule to be more specific in the language as the rule currently doesn't indicate that notices are sent. The Board would like Attorney Porsborg to work on this rule. A notice will also go in the next newsletter.

At 10:05 a.m., Brian Stewart entered the meeting.

Brian Stewart appeared to appeal his denied Application for Electrician's (Journeyman) License. After further discussion with Mr. Stewart, it was determined he will need to reapply and provide verification of the additional hours he has obtained over the last year.

At 10:15 a.m., Brian Stewart left the meeting.

The Board reviewed Joshua Martinez's Application for Apprentice Registration. After reviewing the application and additional information provided, it was motioned by Rodney Mayer and seconded by Tom Paulson not to register Joshua Martinez as a North Dakota apprentice. Motion carried.

Mr. Schmidt informed the Board the North Dakota Court Systems sent an acknowledgement letter with an award certificate for the State Electrical Board allowing and compensating employees to serve on a jury.

At 10:30 a.m., Mark Latour, Ken Mueller, Doug Grinde and Kendrick Kjorsvik entered the meeting.

Mark Latour is appearing again as the corrections are still not complete on his certificates. Inspector Kendrick Kjorsvik reviewed the April 5, 2016 re-inspections he completed and his findings. Ken Mueller stated not all corrections were theirs and that's part of why they aren't all done. Mark Latour stated he's been working in Minnesota and was not aware of all the jobs in North Dakota. Kendrick Kjorsvik said there's hearsay that there are additional jobs on one of the properties he re-inspected, but there are no documents to support it at this time. Ken Mueller then admitted the hearsay of additional work done at that property is correct and certificates were not issued. Motioned by Rodney Mayer and seconded by Tom Paulson to enter Executive Session. Motion carried.

At 10:48 a.m., Mark Latour, Ken Mueller, Curt Kasper, and Cody Serr left the meeting. The Board entered Executive Session.

At 11:02 a.m., motioned by Rodney Mayer and seconded by Tom Paulson to exit Executive Session. Mark Latour, Ken Mueller, Curt Kasper and Cody Serr entered the meeting.

Motioned by Rodney Mayer and seconded by Kyle Miller to go formal on Mark Latour. Motion carried.

Attorney Porsborg informed Mr. Latour what the formal action entails. He also informed him that Minnesota will also be asked to take action on his license.

At 11:08 a.m., Mark Latour, Ken Mueller and Kendrick Kjorsvik left the meeting. Scott Halle entered the meeting.

The Board reviewed the submitted Administrative Rule proposals to determine which ones will be moving forward. Further discussion was had about adding a proposal to require heat detectors in garages attached to a single family dwelling unit.

Attorney Porsborg reviewed the Board's staff process of reorganizing the administrative rules and wiring standards. John Bjornson at Legislative Counsel is advising us on how to complete the process. The current suggestion is to possibly repeal the enter book. The new numbering of the wiring standards will also correspond with the numbering in the NEC.

At 1:35 p.m., Doug Grinde and Scott Halle left the meeting. Lyle Wergeland entered the meeting.

Lyle Wergeland informed the Board he is getting positive feedback about his outreach visits and discussed some concerns he's received. So far, Lyle has met with about 165 contacts. Lyle has also attended JATC & IEC apprenticeship training classes, along with some utility safety meetings.

The additional Agenda item, District 3, was not discussed.

The next Board meeting will be at 8:30 a.m. on July 20, 2016.

There being no further business, it was motioned by Rodney Mayer and seconded by Tom Paulson to adjourn the meeting. The meeting was adjourned at 2:20 p.m.

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Date

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Date

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Earl Scherer, PRESIDENT

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Kyle Miller, SECRETARY