

NORTH DAKOTA STATE ELECTRICAL BOARD MINUTES

Wednesday, July 20, 2016

The North Dakota State Electrical Board meeting was called to order at 8:30 a.m. by James Schmidt, Executive Director 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, Tom Paulson, and Brad Sylliaasen. Also present: Ashley Windhorst, Administrative Assistant; Curt Kasper, NECA and Earl Scherer.

Executive Director, James Schmidt, called for nominations for President. Tom Paulson moved, and seconded by Kyle Miller to nominate Rodney Mayer for President. There being no other nominations, it was motioned by Tom Paulson and seconded by Brad Sylliaasen to cast a unanimous ballot for Rodney Mayer to be President. Motion carried. Mr. Schmidt turned the meeting over to President Mayer. President Mayer called for nominations for Vice President. Rodney Mayer moved, and seconded by Tom Paulson to nominate Kyle Miller for Vice President. There being no other nominations, it was motioned by Brad Sylliaasen and seconded by Tom Paulson to cast a unanimous ballot for Kyle Miller to be Vice President. Motion carried. President Mayer asked for nominations for Secretary. Rodney Mayer moved, and seconded by Kyle Miller to nominate Tom Paulson for Secretary. There being no other nominations, it was motioned by Rodney Mayer and seconded by Kyle Miller to cast a unanimous ballot for Tom Paulson to be Secretary. Motion carried. President Mayer asked for nominations for Treasurer. Kyle Miller moved, and seconded by Tom Paulson to nominate Brad Sylliaasen for Treasurer. There being no other nominations, it was motioned by Kyle Miller and seconded by Tom Paulson to cast a unanimous ballot for Brad Sylliaasen to be Treasurer. Motion carried.

President Mayer asked for further Agenda items to appear at this meeting. There being no further Agenda items, it was motioned by Kyle Miller and seconded by Tom Paulson that the Agenda be approved. Motion carried.

President Mayer asked for any comments on the Consent Agenda items. Mr. Schmidt reviewed the 2015-2016 budget versus actual receipts and expenses from 2015-2016 as part of the financial report portion. Motioned by Kyle Miller and seconded by Tom Paulson to approve the Consent Agenda items. Motion carried.

Mr. Schmidt informed the Board that service awards were presented at the June, 2016 Inspectors' meeting. Scott Halle – 5 years; Ashley Windhorst – 10 years; Josh Wilson – 10 years; and Earl Scherer – 10 years.

Mr. Schmidt informed the Board the Western Section IAEI meeting is September 18-21, 2016 in Altoona, Iowa. If any Board members want to attend, they should get registered.

Mr. Schmidt reviewed a report showing the number of inspections completed per hour.

At 9:00 a.m., Scott Porsborg, Special Assistant Attorney General; and Doug Grinde, Director of Inspections, entered the meeting.

Mr. Schmidt and Doug Grinde updated the Board on the Roy Mitchell consumer/contractor conflict.

At 9:10 a.m., Doug Grinde left the meeting and Paula Glass, Office Manager, entered.

Paula Glass handed out a spreadsheet listing contractors who still haven't renewed and have outstanding issues. There are still about 22 contracting Masters that haven't renewed. Mr. Schmidt discussed the process of reviewing the correction reports and determining how to handle them as the Undertaking Fund is non-existent.

The Board discussed Mark Latour. The Minnesota Board will be notified of the action taken on Mr. Latour's license. Motioned by Kyle Miller and seconded by Tom Paulson to revoke Mark Latour's North Dakota Master License. Motion carried.

Mr. Schmidt had sent an email of a rough draft of the NEC Analysis 2017 for review. No one had questions or comments at this time.

The Board reviewed the Administrative Rule Proposals that will be moving forward.

At 10:05 a.m., the Board recessed for a short break.

At 10:15 a.m., the Board reconvened.

Joel Aslakson appeared by phone to discuss the possibility of updating our current reporting system, which he had designed.

At 12:05 p.m., Earl Scherer left the meeting.

Mr. Schmidt discussed Verizon Wireless' capabilities to add GPS to vehicles. The GPS may also be able to communicate with an updated reporting system.

At 12:30 p.m., Kyle Miller left the meeting.

The old Undertaking Fund was discussed. All reimbursements have been made and the deadline has past, so the remaining balance will be used for education, and the balance in rogue/expired contractors' deposit accounts will be applied to that contractor's unpaid certificate fees.

At 12:45 p.m., the Board recessed for a short break. Paula Glass and Scott Porsborg left the meeting.

At 1:00 p.m., the Board reconvened. Doug Grinde entered the meeting.

Doug reviewed the number of certificates received per month per district, along with the total number of inspections completed in each district per month. Doug also reviewed the differences in various years on the reports; keeping in mind the number of inspectors and

the number of hours worked per inspector has changed from year to year. A status of city district certificate numbers and statuses were reviewed.

At 1:20 p.m., Doug Grinde left the meeting and Scott Halle entered.

The Board reviewed comment cards from the recent continuing education classes. Scott Halle updated the Board on the 2016 classes which began in June. Scott is continuing to evaluate CEU classes for approval and answering code questions from contractors and inspectors.

At 1:30 p.m., Scott Halle left the meeting and Lyle Wergeland entered.

Lyle Wergeland informed the Board he continues to receive positive feedback from his outreach visits. The Board reviewed comments from Lyle's visits and items that have been reviewed and addressed.

At 1:45 p.m., Lyle Wergeland left the meeting.

Organizational charts will be an item to review for the September meeting.

The next Board meeting will resume on September 14, 2016.

There being no further business, it was motioned by Tom Paulson and seconded by Brad Sylliaasen to adjourn the meeting. The meeting was adjourned at 2:00 p.m.

Date

Date

Rod Mayer, PRESIDENT

Tom Paulson, SECRETARY