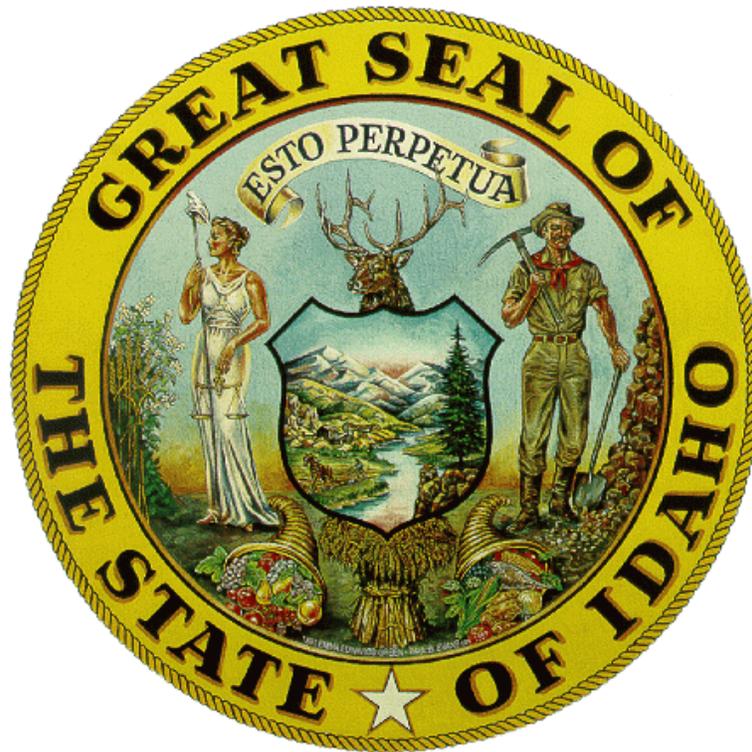


DIVISION OF BUILDING SAFETY

IDAHO ELECTRICAL BOARD
VIDEOCONFERENCE MEETING

APRIL 25, 2013



IDAHO ELECTRICAL BOARD

Agenda Item No. 01

Agenda

PRESENTER: Bob Scott, Chairman

OBJECTIVE: Approve agenda for the April 25, 2013 Idaho Electrical Board Videoconference meeting.

ACTION: Consent

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: Tentative agenda



TENTATIVE AGENDA

NOTICE OF PUBLIC MEETING

IDAHO ELECTRICAL BOARD VIDEOCONFERENCE MEETING

**Division of Building Safety
1090 East Watertower Street, Suite 150, Meridian, Idaho
1250 Ironwood Drive, Suite 220, Coeur d'Alene, Idaho
2055 Garrett Way, Building 1, Suite 4, Pocatello, Idaho
dbs.idaho.gov – (208) 332-7137**

***Thursday, April 25, 2013
9:30 a.m. – 3:30 p.m. (MT)***

(Note: Meeting Commences at 8:30 a.m. PT)

9:30 a.m. CALL TO ORDER – Bob Scott, Chairman

- Roll Call & Introductions
- Open Forum

CONSENT AGENDA

1. Approval of the April 25, 2013 Agenda
2. Approval of the January 24, 2013 Board Meeting Minutes

ACTION AGENDA

3. Election of Officers – Bob Scott
4. Labeling and Listing Proposal – Steve Keys

INFORMATIONAL AGENDA

5. Scheduling Online Inspections – Ron Whitney
6. Negotiated Rulemaking--Amendment and Adoption of the 2014 NEC – Bob Scott

12 p.m. LUNCH BREAK *(If needed)*

7. Program Manager Report – Rob Foster
8. Operational Report – Steve Keys

9. Administrator Report
 - a. Financial Report – C. Kelly Pearce and Kathleen Watkins
 - b. Administrator – C. Kelly Pearce

3:30 p.m. ADJOURN

All times, other than beginning, are approximate and are scheduled according to Mountain Time (MT), unless otherwise noted. Agenda items may shift depending on Board preference. 03/21/13r

IDAHO ELECTRICAL BOARD

Agenda Item No. 02

Minutes

PRESENTER: Bob Scott, Chairman

OBJECTIVE: Approve minutes from the January 24, 2013 Idaho Electrical Board Videoconference meeting.

ACTION: Consent

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: Draft minutes



**IDAHO ELECTRICAL BOARD
VIDEOCONFERENCE MEETING**

Thursday – January 24, 2013 – 9:30 a.m. (MT)

**Division of Building Safety
1090 East Watertower Street, Suite 150, Meridian, Idaho
1250 Ironwood Drive, Suite 220, Coeur d'Alene, Idaho
2055 Garrett Way, Building 1, Suite 4, Pocatello, Idaho**

***DRAFT MINUTES OF THE JANUARY 24, 2013 MEETING**

**NOTE: The following report is not a verbatim transcript of the discussions at the meeting;
however, is intended to record the significant features of those discussions.**

Chairman Bob Scott called the meeting to order at 9:30 a.m. (MT).

Board Members Present:

Bob Scott, Chairman
Jeff Wheeler
Mark LaBolle
Tim Phillips
Allan Perman
Kreg Davis
Al Frieze

DBS Staff Members Present:

C. Kelly Pearce, Administrator
Steve Keys, Deputy Administrator-Operations
Ron Whitney, Deputy Administrator-Administration
Patrick Grace, Deputy Attorney General
Kathleen Watkins, Financial Manager
Rob Foster, Electrical Program Manager
Rod Freligh, Regional Manager, Region 1
Chris Jensen, Regional Manager, Region 3
Bill Hatch, Public Information Officer
Renee Bryant, Administrative Assistant 2/Board Secretary

Board Members Absent:

Denis Duman
Dale Pippitt

◆ **Open Forum**

Recognition – Renee Bryant was presented with a certificate in commemoration of 25 years of state government service.

Limited Signatories on Permits – The allowable number of individuals to sign for a permit is three; the contractor and two employees. This policy was instituted to prevent an individual from using a contractor's license unbeknownst to the contractor. When taking out permits online, a contractor can share his password with anyone.

Challenge Test--Fourth Year Apprentices Program – Out-of-state electricians can challenge the apprenticeship program. DBS approves the year in which to test. The test can only be taken once. If not passed, the applicant must enroll in that school year and any succession year(s).

Michael Meyers, Nephi's Electric, asked permission of the Board to retake the fourth year exam. His request was denied.

Scheduling Online Inspections – The online permit/inspection system automatically schedules an inspection the day after a permit has been taken out. The Division realizes this is unrealistic and is in the process of refining the system.

ACTION: Ron Whitney will research the topic *Scheduling Online Inspections*; returning with ways to modify the Division’s online inspection program.

◆ **Approval of the January 24, 2013 Agenda**

MOTION: Kreg Davis made a motion to approve the agenda as presented. Tim Phillips seconded. All in favor, motion carried.

◆ **Approval of the October 18, 2012 Board Meeting Minutes**

MOTION: Jeff Wheeler made a motion to approve the minutes as written. Tim Phillips seconded. All in favor, motion carried.

◆ **Administrative Appeals Hearing**

Alpine Electric – NOV ELE1207-0054 – John Crane represented Alpha Electric, Electrical Program Manager Rob Foster represented DBS, and Deputy Attorney General Patrick Grace was the facilitator. All parties provided testimony and argument on NOV ELE1207-0054, violation of IDAPA 07.01.11.011.07 “Fees and Permits”. The Board upheld the \$100.00 penalty fee and Mr. Crane was advised of his rights.

MOTION: Mark LaBolle made a motion to uphold the \$100.00 fine for failure to take out a permit. Al Frieze seconded. All in favor, motion carried.

ACTION: Patrick Grace will create a Final Order for Chairman Scott’s signature and provide a signed copy to John Crane.

The topic *Open Forum* was explained. Mr. Crane requested an agenda for the April 2013 Electrical Board meeting be sent to him through the U.S. mail.

ACTION: Prior to the April 25, 2013 Board meeting, DBS will send, via U.S. mail, an agenda to John Crane.

Conrad Brothers of Idaho – NOV ELE1209-0068 – Due to extreme weather conditions, a witness was unable to attend the hearing. The case has been rescheduled for April 25, 2013.

ACTION: The appeal hearing for Conrad Brothers of Idaho will be addressed at the April 25, 2013 Board meeting.

George Katsilometes – NOV ELE1209-0070 and ELE1209-0071 – Neither George Katsilometes nor a representative for Mr. Katsilometes was present at the hearing. The Board voted to take default in the matter of NOV ELE1209-0070 and ELE1209-0071.

MOTION: Mark LaBolle made a motion to follow the advice of Counsel and take default on NOV ELE1209-0070 and ELE1209-0071. Tim Phillips seconded. All in favor, motion carried.

ACTION: Patrick Grace will create a Notice of Intent to Take Default for Chairman Scott's signature and provide a signed copy to George Katsilometes.

◆ **Negotiated Rulemaking – Amendment and Adoption of the 2014 NEC**

The Idaho Building Code Board has a collaborative committee working on the development of amendments to and the adoption of the building codes. Ron Whitney will discuss with the committee its role in possibly reviewing the 2014 NEC for future adoption.

ACTION: Ron Whitney will address with the collaborative committee the possibility of expanding its role in an endeavor to adopt the 2014 NEC.

To be added to the committee's contact list, provide e-mails to Renee Bryant. The Electrical collaborative committee, created at the October 2012 Electrical Board meeting, will automatically be included in the list.

ACTION: Renee Bryant will provide Ron Whitney with e-mails of individuals who want to be a part of the collaborative committee.

Tim McClintock, NFPA, offered his assistance. The objective of the NFPA Council is to provide, as early as August 2013, a draft copy of the 2014 NEC to states moving forward with the adoption. The association provides, free of charge, post-adoption training.

Mr. McClintock is developing a summary of all code changes. Upon completion, comparisons of the 2008–2011 and 2011–2014 NEC will be provided to the Board.

ACTION: Tim McClintock will provide comparisons of the 2008–2011 and 2011–2014 NEC to the Board.

Mike Stone, NEMA, asked to be placed on the collaborative list.

ACTION: Tim McClintock and Mike Stone will be added to the committee's e-mail list.

◆ **Labeling and Listing Proposal**

A standard criteria and proposed rule change for the label and listing issue in Idaho was presented. The criteria may be modified to address the inclusion of standards adopted by NFPA relative to the assessment of industrial equipment.

At the request of the Board, the Division will present a final draft proposal at the April 2013 meeting.

ACTION: At the April 25, 2013 Board meeting, DBS will provide a final draft of the label and listing proposal.

Greg Siebert, Idaho Department of Commerce, stated without putting anybody at legal risk or lessening standards, it would be great if able to lessen the cost and time for companies coming into the state OR relocating/expanding their facilities within the state to get inspections on their equipment.

Jeff Fitzloff, UL, highly recommended NFPA 790 and 791 be used as they outline the qualifications of the field evaluator, as well as how a field evaluation is to be done.

Steve Mazur, Chobani, is pleased with the proposal; however, prefers action be taken immediately.

Raub Owens, city of Twin Falls inspector, expressed apprehension with the criteria. As requested, Mr. Owens will provide a list of concerns to the Board and Division.

ACTION: Raub Owens will provide the Board and DBS with a list of concerns pertaining to the criteria for approval of electrical equipment and apparatus installed in Idaho.

◆ **Electrical Program Manager Report**

Electrical Inspector Meetings – The Division continues to host meetings with state and local inspectors.

Training – On February 23, 2013, a class titled *Photovoltaic 1* was taught by Jeff Fitzloff at DBS.

◆ **Operational Report**

Legislation – A subcommittee of freshman legislators from the House Business Committee visited DBS to discuss proposed rules and legislation. The following day, with no presentation from DBS, the committee voted and approved the proposals.

◆ **Administrator Report**

Financial Report – The Electrical Board Fund, FY 2013 financial statement as of December 31, 2012, was reviewed.

At the request of Kreg Davis, the Division will include in future reports the revenue per head count (average employee), FY 2011 and current, for electrical only. Kelly Pearce agreed to include this request in all DBS financial reports.

ACTION: For future meetings, the Division will include the revenue per head count in all financial reports.

Personnel – As of today, there are a total of 106 full/part-time employees.

Comparative Revenue – There has been a 10% increase in revenue from FY2011 to FY2012.

City of Meridian – DBS has expanded its services, to include mechanical inspections, for the city of Meridian.

City of Twin Falls – The Division provides, as needed, electrical inspections for the city of Twin Falls.

◆ **Adjournment**

MOTION: Kreg Davis made a motion to adjourn. Mark LaBolle seconded. All in favor, motion carried.

The meeting adjourned at 11:55 a.m. (MT).

BOB SCOTT, CHAIRMAN
IDAHO ELECTRICAL BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE

*These DRAFT minutes are subject to possible correction and final approval by the Idaho Electrical Board 02/22/2013rb

IDAHO ELECTRICAL BOARD

Agenda Item No. 03

Election of Officers

PRESENTER: Bob Scott, Chairman

OBJECTIVE: Elect a chairman and vice-chairman to preside at Board meetings.

ACTION: Vote

BACKGROUND: Idaho Code §54-1006(4) “Idaho Electrical Board” states, “The members of the board shall, at their first regular meeting following the effective date of this act and every two (2) years thereafter, elect by majority vote of the members of the board, a chairman who shall preside at meetings of the board and a vice-chairman who shall preside at any board meeting in the event the chairman is not present. A majority of the members of the board shall constitute a quorum.”

Bob Scott is the current chairman and Jeff Wheeler the vice-chairman.

PROCEDURAL HISTORY:

ATTACHMENTS: No documentation



IDAHO ELECTRICAL BOARD

Agenda Item No. 04

Labeling and Listing Proposal

PRESENTER: Steve Keys, Deputy Administrator-Operations

OBJECTIVE: To move forward with the proposed legislation; providing standard criteria for the approval of electrical equipment and apparatus installed in Idaho.

ACTION: Vote

BACKGROUND: October 2012 – A great deal of machinery is being installed in the state of Idaho. Large corporations with credible safety programs would like to adopt North Carolina’s provision to exempt industrial equipment from the field evaluation approval process. Smaller companies would like professional electrical engineers, credentialed in the state of Idaho, to perform field evaluations on electrical equipment. NFPA 791 is the standard for industrial equipment.

January 2013 – A standard criteria and proposed rule change for the label and listing issue in Idaho was presented. The criteria may be modified to address the inclusion of standards adopted by NFPA relative to the assessment of industrial equipment. The Division will present a final draft proposal at the April 2013 meeting.

Raub Owens, city of Twin Falls inspector, expressed apprehension with the criteria. As requested, Mr. Owens will provide a list of concerns to the Board and Division.

PROCEDURAL HISTORY:

ATTACHMENTS: Proposed legislation



IDAPA 07
TITLE 01
CHAPTER 10

**07.01.10 – RULES GOVERNING CERTIFICATION AND APPROVAL OF
ELECTRICAL PRODUCTS AND MATERIALS**

000. LEGAL AUTHORITY.

The Idaho Electrical Board is authorized under Sections 54-1001 and 54-06(500, Idaho Code, to adopt rules concerning certification and approval of electrical products and materials. (2-26-93)

001. TITLE AND SCOPE.

01. Title. These rules shall be cited as IDAPA07.01.10, “Rules Governing Certification and Approval of Electrical Products and Materials,” Division of Building Safety. (2-26-93)

02. Scope. These rules prescribe criteria for the certification and approval of electrical products and materials. (2-26-93)

002. WRITTEN INTERPRETATIONS.

This agency has no written interpretations of this chapter. (2-26-93)

003. ADMINISTRATIVE APPEALS.

This chapter does not allow administrative relief of the provisions outlined herein. (2-26-93)

004. – 010. (RESERVED)

011. CERTIFICATION AND APPROVAL OF ELECTRICAL PRODUCTS AND MATERIALS.

In the state of Idaho, all materials, devices, fittings, equipment, apparatus, fixtures, and appliances installed or to be used in installations that are supplied with electrical energy shall be approved in one (1) of the following methods: (2-26-93)

~~**01. Testing Laboratory.** Be tested, examined, and certified (Listed) by an accredited electrical product *Nationally Recognized Testing Laboratory (NRTL)*. The Division of Building Safety, Electrical Bureau, shall maintain and up to date list of products and equipment approved by such testing laboratories as well as an updated list of accredited products which will be used and installed in accordance with the certification (Listing). (12-17-92)~~

- 02. Field Evaluation. *Non-listed electrical equipment may be approved for use through the field evaluation process using the current edition of NFPA 791 Recommended Practice and Procedures for Unlabeled Electrical Equipment Evaluation conducted by:***
- a. *A field evaluation body (FEB) meeting the requirements of the current edition of NFPA 790 Competency of Third-Party Field Evaluation Bodies; or***
 - b. *A professional engineer currently licensed to practice electrical engineering by the state of Idaho who is not involved in the design of the equipment being certified or the facility in which the equipment is to be installed; or***
 - c. *The authority having jurisdiction (AHJ).***

~~Approval of Electrical Inspector. Be approved by the electrical inspector provided such an assembly, product, or equipment is installed under an electrical permit issued by the Division of Building Safety, Electrical Bureau, and conforms to the National Electrical Code and recognized industry standards. Where in the judgment of the Electrical Bureau a field evaluation is necessary to determine the~~

~~acceptability of the assembly, product, or equipment to recognized industry standards, this field evaluation shall be completed by an accredited electrical product testing laboratory. The Division of Building Safety, Electrical Bureau, shall maintain a list of accredited electrical testing laboratories approved to complete such field evaluations. Such approval shall not be required for types of products that are regularly certified (Listed) or for certified (Listed) products as determined by the list maintained by the Division of Building Safety, Electrical Bureau. Such approval shall be obtained prior to installation. If approval is denied, the particular reasons for denial shall be stated through the issuance of a notice of defects pursuant to Section 54-1004, Idaho Code.~~

(12-17-92)

IDAHO ELECTRICAL BOARD

Agenda Item No. 05

Scheduling Online Inspections

PRESENTER: Ron Whitney, Deputy Administrator-Administration

OBJECTIVE: Inform the Board on the progress of refining the online permit/inspection program.

ACTION: Informational

BACKGROUND: The online permit/inspection system automatically schedules an inspection the day after a permit has been taken out. The Division realizes this is unrealistic and is in the process of refining the system.

Ron Whitney will research the topic *Scheduling Online Inspections*; returning with ways to modify the Division's online inspection program.

PROCEDURAL HISTORY:

ATTACHMENTS: No documentation



IDAHO ELECTRICAL BOARD

Agenda Item No. 06 Negotiated Rulemaking--Amendment and Adoption of the 2014 NEC

PRESENTER: Bob Scott, Chairman

OBJECTIVE: Seek information and comments with regard to the adoption and amendments of the 2014 NEC.

ACTION: Informational

BACKGROUND: July 2012 – The Board approved a motion to begin the negotiated rulemaking process for the 2014 NEC.

October 2012 – A collaborative committee was created to discuss the 2014 NEC; coming up with a consensus of proposed amendments before it goes to the legislature. The Division will provide a facilitator, legislator, and engineers to be on the committee. Prior to the January 2013 Board meeting, the Division will coordinate meetings with the collaborative committee.

January 2013 – The Idaho Building Code Board has a collaborative committee working on the development of amendments to and the adoption of the building codes. Ron Whitney will discuss with the committee its role in possibly reviewing the 2014 NEC for future adoption.

ATTACHMENTS: Documentation to follow



IDAHO ELECTRICAL BOARD

Agenda Item No. 07

Program Manager Report

PRESENTER: Rob Foster, Electrical Program Manager

OBJECTIVE: Update the Board on the Electrical program's current activities.

ACTION: Informational

BACKGROUND: This topic is addressed at all regularly scheduled Idaho Electrical Board meetings.

**PROCEDURAL
HISTORY:**

ATTACHMENTS: No documentation



IDAHO ELECTRICAL BOARD

Agenda Item No. 08

Operational Report

PRESENTER: Steve Keys, Deputy Administrator-Operations

OBJECTIVE: Update the Board on the operations of the Electrical program and division.

ACTION: Informational

BACKGROUND: This topic is addressed at all regularly scheduled Idaho Electrical Board meetings.

**PROCEDURAL
HISTORY:**

ATTACHMENTS: No documentation



IDAHO ELECTRICAL BOARD

Agenda Item No. 09a

Financial Report

PRESENTER: C. Kelly Pearce, Administrator and Kathleen Watkins, Financial Manager

OBJECTIVE: Review the Idaho Electrical Board's financial report

ACTION: Informational

BACKGROUND: This topic is addressed at all regularly scheduled Idaho Electrical Board meetings.

PROCEDURAL HISTORY:

ATTACHMENTS: Financial report





Division of Building Safety
 ELECTRICAL BOARD FUND 0229-01
 Fiscal Year 2013 Financial Statements
 As of 3/31/2013

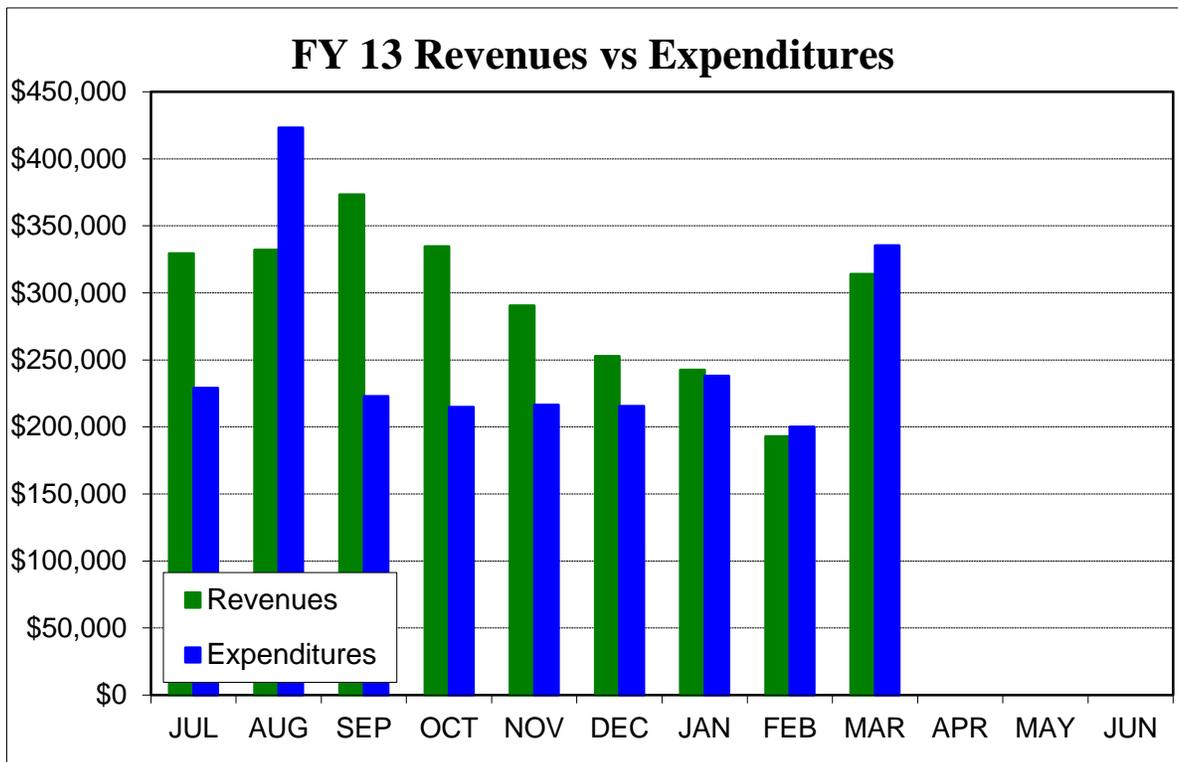
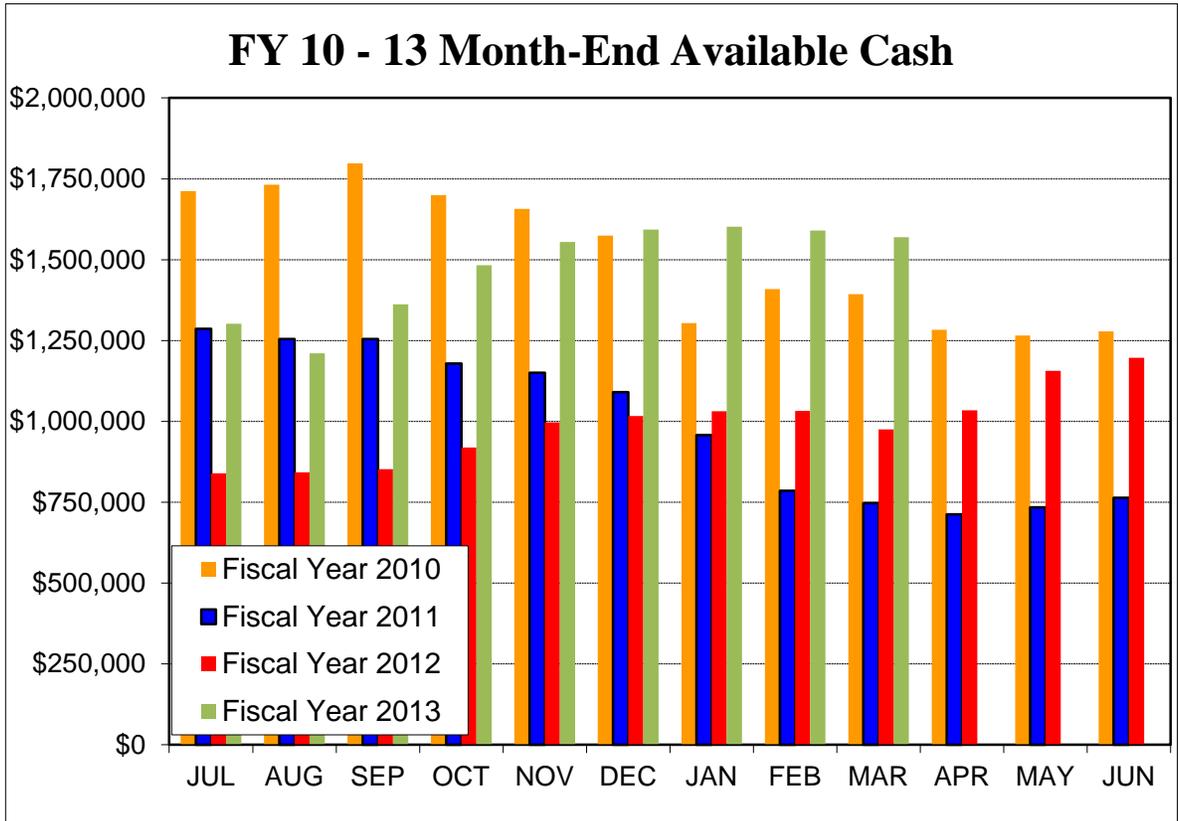
Statement of Revenues and Expenditures

Class	Budget	Fiscal Year To Date	YTD as a % of Budget	Remaining Budget	Projected for Remainder of Year	Projected Year End Totals	Projected Total as a % of Budget
Revenues:	3,097,000	2,662,010	86.0%	434,990	876,146	3,538,156	114.2%
Expenditures							
Personnel:	2,041,000	1,674,994	82.1%	366,006	545,613	2,220,608	108.8%
Operating:	598,000	481,424	80.5%	116,576	154,614	636,038	106.4%
Capital:	163,000	138,592	85.0%	24,408	185,912	324,504	199.1%
Total Expenditures	2,802,000	2,295,010	81.9%	506,990	886,139	3,181,150	113.5%
Net for FY 2013	295,000	367,000			(9,993)	357,007	

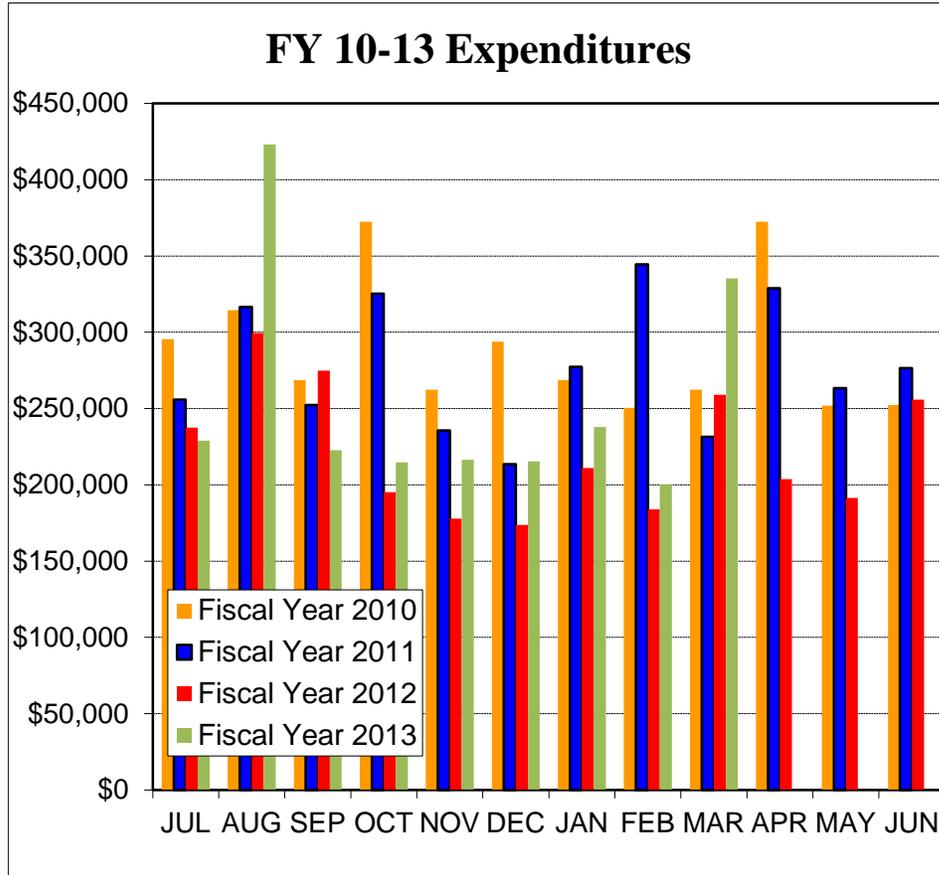
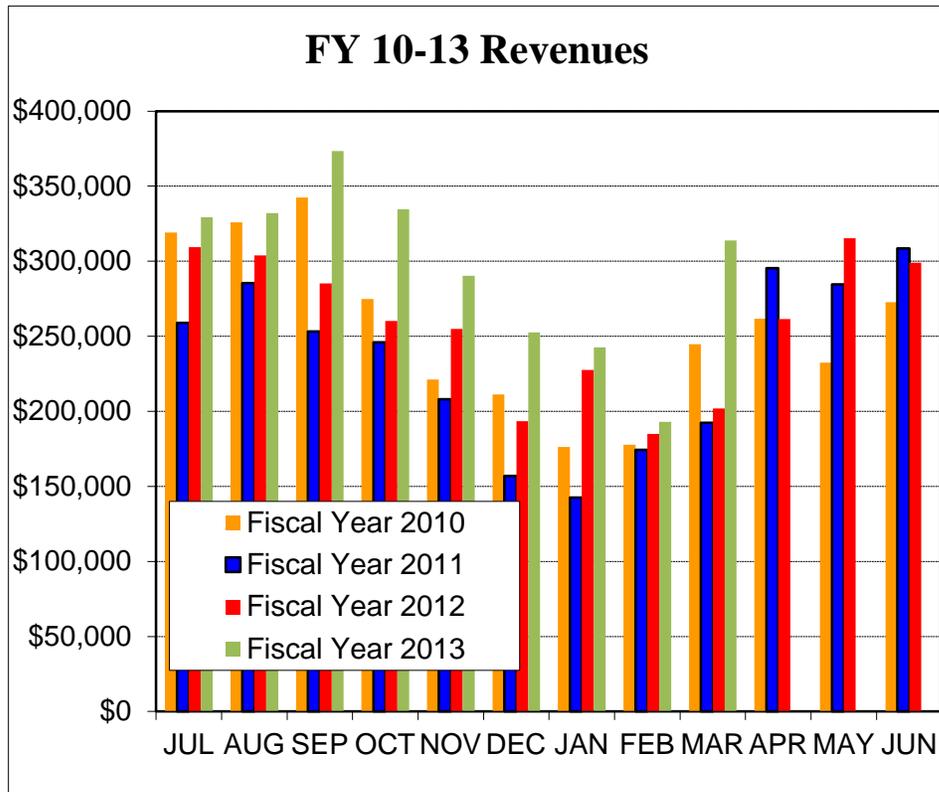
Statement of Cash Balance

July 1, 2012 Beginning Cash Available	Fiscal Year to Date Revenues	Fiscal Year to Date Expenditures and Encumbrances	Other Changes in Cash	Available Cash as of March 31, 2013	Projected Change in Cash for Remainder of Year	Projected Year End Available Cash
1,196,822	2,662,010	(2,295,010)	5,929	1,569,751	(9,993)	1,559,758

ELECTRICAL BOARD FUND 0229-01



ELECTRICAL BOARD FUND 0229-01



IDAHO ELECTRICAL BOARD

Agenda Item No. 09b

Administrator

PRESENTER: C. Kelly Pearce, Administrator

OBJECTIVE: Provide the Board with an overview of the division's current activities.

ACTION: Informational

BACKGROUND: This topic is addressed at all regularly scheduled Idaho Electrical Board meetings.

**PROCEDURAL
HISTORY:**

ATTACHMENTS: No documentation

