

**IDAHO HEATING, VENTILATION AND  
AIR CONDITIONING BOARD  
VIDEOCONFERENCE MEETING**

**Wednesday – May 14, 2014 – 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**

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

Vice-Chairman Ted Sermon called the meeting to order at 9:30 a.m. (MT)

**Board Members Present:**  
Ted Sermon, Vice-Chairman  
Bruce Graham  
Tim LaMott  
Bill Carter  
Arlyn Tietz  
Bill Vandegrift

**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  
Jerry Peterson, HVAC Program Manager  
Chris Jensen, Regional Manager, Region 3  
Terry Blessing, Regional Supervisor, Region 1  
Adam Bowcutt, Regional Supervisor, Region 3  
Bill Hatch, Public Information Officer  
Renee Bryant, Administrative Assistant 2/Board Secretary

**Board Members Absent:**  
Dan Brizee, Chairman

In the absence of Chairman Brizee, Vice-Chairman Sermon served as the acting chairman at this meeting.

◆ **Acknowledgement**

Bill Vandegrift, City Official Representative, was welcomed to the Board.

◆ **Open Forum**

No items or concerns were brought forth.

◆ **Approval of the May 14, 2014 Agenda**

The HVAC Program Manager requested informational agenda item 4, *Minimum Ventilation Rates*, be modified to include Robert Peterson, Intermountain Gas, and Jason Blais, city of Boise and Building Code Board Member as speakers.

**MOTION:** Bill Carter made a motion to approve the agenda with modifications. Bruce Graham seconded. All in favor, motion carried.

◆ **Approval of the February 12, 2014 Board Meeting Minutes**

MOTION: Bill Carter made a motion to approve the minutes as written. Tim LaMott seconded. All in favor, motion carried.

◆ **Administrative Appeals Hearing**

Action Mechanical – NOV HVC1402-0002 – Shane Olson represented Action Mechanical, HVAC Program Manager Jerry Peterson represented DBS, and Deputy Attorney General Patrick Grace was the facilitator. All parties provided testimony and argument on NOV HVC1402-0002, violation of IDAPA 07.07.01.070.02 “Employees”. The Board upheld the \$300 penalty fee and Mr. Olson was advised of his rights.

MOTION: Bill Carter made a motion to uphold the violation and deny the appeal. Bruce Graham seconded. All in favor, motion carried.

ACTION: The Deputy Attorney General will create a Final Order for the Chairman’s signature and provide a signed copy to Shane Olson.

◆ **Minimum Ventilation Rates**

The HVAC Program Manager presented a PowerPoint presentation titled *New Home Depressurization*. The topic addressed residential indoor air quality.

Intermountain Gas Representative Robert Peterson shared via PowerPoint the company’s safety procedures.

DBS created and played two public service announcements on carbon monoxide (CO) detectors and water heater installations.

As part of the negotiated rulemaking process, the Building Code Board will hold the first of two public hearings on May 15, 2014. The hearings allow individuals to bring forth proposed amendments to the currently adopted building and energy codes.

The HVAC Board supports the Building Code Board moving forward with proposed legislation.

The Association of Idaho Cities will host a Building Code Collaborative meeting in Boise on Wednesday, May 28, 2014 at 1:00 p.m.

◆ **HVAC Program Manager Report**

Code Update Classes – The HVAC Program Manager continues to travel around the state; providing code update training primarily to inspectors.

Carbon Monoxide Presentation – A half hour presentation on CO, designed for installers and city officials, will be provided by DBS upon request. A brochure on CO, created by Underwriters Laboratories, is being distributed around the state of Idaho.

License and Enrollment Report 2014 – A report on apprentices and journeymen from the HVAC, Electrical and Plumbing programs was addressed. The report consisted of: 1) Total licenses by license types, 2) HVAC apprentice registration for FY 09-13, 3) Participants by year in approved programs, and 4) Registered versus enrolled for FY 09-13.

Testing – The journeyman test is 120 questions, four hours, and open book. There have been 111 attempts with 87 passing the exam in the last year. Year-to-date, there have been 40 attempts with 17 passing. Fifty percent of applicants are from out-of-state. The average test score is 70 and the most commonly missed questions are related to venting and sizing.

2014 HVAC Inspector Training – The following courses will be provided to DBS HVAC inspectors: 1) Fire smoke radiation damper, 2) Commercial range hoods, 3) Hearth products, and 4) Forced air systems and Manual J.

◆ **Operational Report**

Legislation – The Deputy Administrator of Operations distributed a draft rewrite of the existing statute, Title 54 Chapter 50. The fundamental changes would be: 1) Change verbiage *heating, ventilation and air conditioning* to *mechanical*, 2) Establish a category for mechanical residential journeyman (2 year license), and 3) Board set civil penalties.

DBS offered, and the Board agreed, to place the topic *Proposed Legislation* on the agenda as an informational item for the July 2014 Board meeting

**ACTION:** The topic *Proposed Legislation* will be addressed at the July 2014 Board meeting as an informational item.

Board Reappointments – The governor's office has changed the procedure for reappointments to a board. Everyone must now reapply electronically for the position they currently hold.

◆ **Administrator Report**

Financial Report – The Idaho HVAC Board fund, FY 2014 financial statement as of March 31, 2014, was reviewed.

Budget – The 2014 Legislature approved the Division's budget with an increase of 1.9% over the previous year.

Accelerate Idaho – Accelerate Idaho is the Governor's new strategic plan to grow the state's economy and expand career opportunities for Idaho citizens.

Magnolia Nitrogen Idaho LLC "Magnida" – Magnida, a Houston-based fertilizer company, plans to build a plant in the American Falls area to convert natural gas into ammonia (liquid) fertilizer. Approximately 800 certified electricians will be hired to build the plant and the creation of 150 to 200 permanent employees once completed. This is a \$2.3 billion project with a target date of 2015.

◆ **Adjournment**

**MOTION:** Bill Carter made a motion to adjourn the meeting. Bruce Graham seconded. All in favor, motion carried.

The meeting adjourned at 12:22 p.m. (MT).

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TED SERMON, ACTING CHAIRMAN  
HEATING, VENTILATION AND  
AIR CONDITIONING BOARD

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C. KELLY PEARCE, ADMINISTRATOR  
DIVISION OF BUILDING SAFETY

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DATE

06/03/14rb

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DATE