

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

March 9, 2022 – 9:30 a.m. (MT)

**Division of Occupational and Professional Licenses
1090 East Watertower Street, Suite 150, Meridian
1250 Ironwood Drive, Suite 220, Coeur d'Alene
155 North Maple Street, Blackfoot**

MINUTES OF THE MARCH 9, 2022 IDAHO HVAC BOARD 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 Ted Sermon called the meeting to order at 9:31 a.m. (MT)

Board Members:

Ted Sermon, Chairman
Bill Carter, Vice-Chairman
Randy Hart
Judy Van Cleave
Garret Christoffersen
Mike LaPray

DOPL Staff:

Michael Hyde, Operations Manager
John Nielsen, Executive Officer
Laura Shankel, Licensing & Registration Manager
Molly Hamilton, Licensing Supervisor
Bryan Mulleneaux, Investigator
Ron Bassett, Board Support Manager
Renee Bryant, Board Support Supervisor
Linda Pratzner, Board Support Specialist

Approval of Minutes

The Board was unable to vote on the November 2021, January 2022, and February 2022 (Special) meeting minutes as they were incomplete.

Board Business

The Tustin Group-Apprenticeship Schooling Proposal – Michael Pieson, Field Development Manager with Tustin Group, provided a PowerPoint Presentation to the Board detailing the shortage of HVAC apprentices in the labor market and a four-year apprenticeship educational program his company offers called SPAcademy. There are two companies in Idaho that are interested in purchasing Tustin Group's training program for their apprentices. Chairman Sermon asked Mr. Pieson to have the companies contact Executive Officer Nielsen and himself. The Executive Officer suggested tabling this topic, and asked Mr. Pieson to return at a later date to present information on the educational side of the program only.

Zero Based Regulation (ZBR) – Executive Officer Nielsen presented the Zero-Based Regulation (ZBR) repeal and replace proposals:

- IDAPA 24.39.70.005 – *Certificates of Competency-Issuance, Renewal, Expiration-- Revival* – License renewals are no longer tied to date of birth. Licenses are now staggered licensure based on date of issuance.

- IDAPA 24.39.70.011 – *Contractor and Specialty Contractor Certificate of Competency-Requirements* – This was reworded; however, nothing was added, and no requirements were taken away. Board Member LaPray pointed out the wording, “must successfully complete or pass.” As an educator he would like the wording to be changed to “must pass.” Executive Officer Nielsen reminded the Board that this is not a final draft and the change from “complete or pass” will be changed to “must pass.”
- IDAPA 24.39.70.012 – *Journeyman Certificates of Competency and Examination Requirements* – Section 01(a) outlines the qualifications to get a certificate, and (b) outlines the qualifications to sit for the written exam. Once schooling has been completed, an apprentice can apply to take the exam. There were no questions.
- IDAPA 24.39.70.050.01 – *Permits-HVAC Contractors and Specialty Contractors* – Permits will be furnished to licensed HVAC contractors upon request, and the serial number must be registered in the name of the contractor to whom it is issued. Language was removed as it was duplicative in statute. There were no questions.
- IDAPA 24.39.70 – *Entire Chapter* – Section M 1601.1.1 will be corrected to read 1601.1. The extra .1 was a typographical error. Section 004.01 does not need a definition and will be removed. Executive Officer Nielsen entertained questions on the entire chapter. Lengthy discussion ensued regarding replacing the word “shall” with “may” throughout the entire document. Board Member Christoffersen stated taking the word “shall” out of the document lessens the effectiveness of the code and believes the word “may” is suggestive so enforcement will be more difficult. Several board members agreed the word “shall” should not be replaced. Operations Manager Hyde explained DOPL is identifying codes the Division is enforcing and that are not life safety; however, need amended. Mr. Hyde asked the Board and industry help to identify the life safety factors of Manuals S, J and D that support keeping the word “shall” in the rule, rather than “may.” A Negotiated Rulemaking meeting will be scheduled in April, allowing more discussion on this topic. The next regularly scheduled Board meeting will be in May where this topic can be discussed and voted on.

Set Next Meeting Dates – April 13, 2022 Negotiated Rulemaking, and May 4, 2022 Board Meeting in Coeur d’Alene.

Division Business

Notice of Violation Activity Report – Introduced were Bryan Mulleneaux, Investigator and Steve Gorski, Investigations Program Manager. Two Notice of Violations contained in the report were reviewed. There were no questions about the report.

Journeyman First Exam Report – January 2022 was slow with a total of four people taking the Journeyman First Exam. There were no questions.

Financial Update – No financial report was available. Reviewed was the Frequently Asked Questions document created by Administrator Barron and Finance Department. The move to the Chinden Campus should be complete by the end of June 2022. Chairman Sermon asked

when will a finance report be available, and Executive Officer Nielsen stated, a detailed report should be available by the May meeting. As requested by Chairman Sermon, a printer friendly copy of the new DOPL organizational chart will be provided to the board members.

Public Comment


There were no public comments.

Adjournment

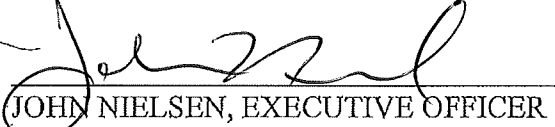
With no further comments, the Chairman asked for a motion to adjourn.

MOTION: Board Member Van Cleave made a motion to adjourn the meeting. Board Member Hart seconded. Motion carried.

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



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



JOHN NIELSEN, EXECUTIVE OFFICER
DIVISION OF OCCUPATIONAL AND
PROFESSIONAL LICENSES

7-20-22
DATE

7/20/22
DATE