

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

**Wednesday – November 10, 2021 – 9:30 a.m. (MST)**

**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**

**DRAFT MINUTES OF THE NOVEMBER 10, 2021 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 9:30 a.m. (MST)

**Board Members Present:**

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

**DBS Staff Members Present:**

Ron Whitney, Administration  
MiChell Bird, Bureau Chief  
Spencer Holm, Deputy Attorney General-Telecon  
Michael Hyde, HVAC Program Manager  
Mike Paschall, Regional Supervisor, Region 1  
Renee Bryant, Board Support Supervisor

◆ **Open Forum**

HVAC Apprentice Requirements and Work Hours – Bronte Estrada, registered Utah apprentice, accrued 4,725 work hours in Idaho prior to December 2020. For Utah to recognize the hours in question, they must first be recognized in Idaho. Mr. Estrada asked the Board to allow him to register those hours.

◆ **Approval of the November 10, 2021 Agenda, and Minutes from May 12, 2021 and June 18, 2021 (Special) Meetings**

MOTION: Bill Carter made a motion to approve the November 10, 2021 agenda, May 12, 2021, and June 18, 2021 “Special” minutes as provided. Randy Hart seconded. All in favor, motion carried.

◆ **New HVAC Apprenticeship Program: Charter College**

With no representation from Charter College, the topic was tabled until the college comes back with a formal invite and a program that meets the requirements of Idaho.

◆ **Schedule 2022 Board Meetings**

The proposed meeting dates for 2022 are: January 12, March 9, May 11, and November 9.

MOTION: Judy Van Cleave made a motion to approve the 2022 meeting dates as presented, and the May meeting be held in Coeur d’Alene with the possibility of additional special meetings. Garret Christoffersen seconded. All in favor, motion carried.

◆ **HVAC Contractor Application**

Idaho HVAC journeyman Nick Ackerman asked to be allowed to take the contractor exam early.

◆ **Idaho Adoption of, and Amendments to, the 2021 International Residential Code (IRC) and International Mechanical Code (IMC)**

Robert Glass, Goodman Manufacturing Company, did not bring forth any changes to the IRC; however, changes to the 2021 IMC and 2024 IMC were addressed.

◆ **Apprentice CEU Update**

To renew a registration, an apprentice must show proof of enrollment in a Board-approved training course OR completion of eight (8) hours of Board-approved continuing education for each year of the prior registration period.

◆ **Proposed Rules: IDAPA 24.39.70 Rules Governing HVAC**

The following draft changes in IDAPA 24.39.70 – *Rules Governing Installation of Heating, Ventilation, and Air Conditioning Systems* were discussed:

002.01 International Mechanical Code: Subsections a, b, and c were deleted. Duplicative language and is in the Manufacturers Installation Instructions. There were no comments or questions.

e-Section *202 Definitions*: Consolidated the definitions of medium duty and light duty commercial cooking appliances. Amended the gas conveyor pizza ovens; applying it to light duty or medium duty appliances. Therefore, a type one (1) or type two (2) hoods can be used based on the manufacturers specifications.

f-Section 401.1 *Scope*: Deleted. The 2018 IMC already addresses ASHREA standards and allows for it as an acceptable design practice. There were no comments or questions.

g-Section 504.8.1 *Material & Size* and h-Table 603.4 *Duct Construction Minimum Sheet Metal Thickness for Single Dwelling Units*: Deleted. Amended due to the difficulty of enforcement when it comes to defining what 28 gauge is when it's a limited supply or unavailable. Current code requires 28 gauge. This language says if 28 is not available you can use 30 gauge. Trying to define and enforce what "available is" was difficult; therefore, amended it, deleted the option, and stuck with what the code states.

002.02 International Fuel Gas Code: Subsections a, b, and c were deleted. Refer to electrical and plumbing installations.

002.03. Part V (Mechanical) and Part VI (Fuel Gas) of the International Residential Code for One (1)- and Two (2)-Family Dwellings: Subsections a, b, and c were deleted. Reiteration for electrical and plumbing installations.

d & e: Allowed for alternative designs. Currently, that is an acceptable practice. If the contractor or installer installs equipment that is not UL listed or is considered an alternative design, they can provide tests and present to the Board for approval through the code that is adopted.

f-*Carbon Monoxide (CO) Alarms*: Deleted. Incorporated into g.

g-Section M1203.1: Amended CO requirement.

i-Section M1502.4.1 *Material and size*: Removed. Duplicative language.

003.011 Contractor Certificate of Competency – Requirements: Combined contractor and specialty contractor requirements into same section. Removed the out-of-state versus instate dichotomy and did not define where the experience came from.

003.013 HVAC Journeyman Certificates of Competency and Examination Requirements: Removed the out-of-state versus instate dichotomy.

003.15 HVAC Apprentice Requirements for Registration: Combined HVAC Apprentice and Specialty Apprentice requirements into same section.

003.053 Inspector Qualifications: Deleted. Reiterated from statute.

A special meeting of the HVAC Board will be held December 8, 2021, to vote to adopt pending omnibus rule chapter--IDAPA 24.39.70. There are approximately 3,500 active registered apprentices and 1,500 to 1,600 active journeymen.

◆ **Program Manager Report**

Zero Based Regulation (ZBR): HVAC Program Manager Hyde provided the background, requirements, and following HVAC topics for ZBR: Idaho Amendments to the Mechanical Codes, Apprenticeship Registration, Journeyman Exam Qualification, 8,000 Hours of On-the-Job-Training, Contractor Licensing Structure, Specialty licenses and Endorsements, Code Enforcement, and Inspector Qualifications.

Gas Fireplace & Stove Notice: A letter was sent to a fireplace wholesale warehouse explaining upon purchase and installation of a solid fuel burning appliance or gas fireplace, the customer must purchase a permit and have an inspection.

HVAC Permit Activity: The Division has exceeded all permit numbers in the history of the HVAC program or when the program was combined with plumbing.

Compliance: There will be a stand-alone compliance program within the BCRE Bureau.

Journeyman First Exam Attempts Report: First time journeymen can take the journeyman exam on either the 2012 or 2018 Mechanical Codes.

◆ **Administrator Report**

DOPL Update: An update on the move to the Chinden Campus was provided.

Financial Report: There was no Financial report.

Permits: The number of permits were provided.

◆ **Adjournment**

**MOTION:** Judy Van Cleave made a motion to adjourn the meeting. Bill Carter seconded. All in favor, motion carried.

The meeting adjourned at 11:52 a.m. (MT).

These DRAFT minutes are subject to possible correction and final approval by the Idaho HVAC Board. 12/01/2022rb