

**IDAHO ELECTRICAL BOARD
VIDEOCONFERENCE MEETING**

Thursday - April 21, 2016 - 9:30 a.m. (MDT)

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

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. (MDT).

Board Members Present:

Bob Scott, Chairman
Jeff Wheeler, Vice-Chairman
Rick Stark
Dale Pippitt
Denis Duman
Allan Perman
Mark LaBolle
Joe Harbacheck

DBS Staff Members Present:

C. Kelly Pearce, Administrator
Steve Keys, Deputy Administrator-Operations
Ron Whitney, Deputy Administrator-Administration
Patrick Grace, Deputy Attorney General
Bill Hatch, Public Information Officer
Fred Sisneros, Financial Manager
Warren Wing, Electrical Program Manager
Larry Jeffres, Regional Manager, Region 1
Chris Jensen, Regional Manager, Region 3
Terry Blessing, Compliance Program Manager
Gary Sonnen, Regional Supervisor, Region 1
Renee Bryant, Administrative Assistant 2/Board Support

Board Members Absent:

Greg Eagy

DBS Staff Members Absent:

Adam Bowcutt, Regional Supervisor, Region 3

◆ **Open Forum**

City and County Concerns - No items or concerns were brought forth.

◆ **Approval of the April 21, 2016 Agenda**

MOTION: Mark LaBolle made a motion to approve the agenda as presented. Jeff Wheeler seconded. All in favor, motion carried.

◆ **Approval of the January 21, 2016 Board Meeting Minutes, March 7, 2016 and March 17, 2016 Special Board Meeting Minutes**

**Board Member Pippitt stated in the second paragraph of the March 17th draft minutes, the two-year sunset clause should expire at the adjournment of the 2018 legislature, not the 2016 legislature.

MOTION: Dale Pippitt made a motion to approve the three sets of minutes. Joe Harbacheck seconded. All in favor, motion carried.

◆ **Master Electrician License**

At the January 2016 meeting, Paul McNamara, out-of-state contractor, asked the Board to make an allowance and let him test for the master electrician license. By statute, the Board and DBS do not have that authority. It was suggested Mr. McNamara work with the Deputy Administrator-Operations and bring to the April 2016 meeting a proposal to amend the Idaho Code. Except for the initial contact by the Deputy Administrator-Operations, there has been no communication from Mr. McNamara.

◆ **Required Inspections**

Currently, contractors do not have to request inspections on the following electrical installations: 1) Concealed work, 2) Service equipment, 3) Temporary service installations, and 4) Final inspections.

A proposed rule, to define when an inspection is required on the above electrical services, was addressed. The Deputy Administrator-Operations offered, and the Board agreed, to issue the rulemaking notice, as well as place the topic *Required Inspections* as an action item on the July 21, 2016 Board meeting agenda.

MOTION: Mark LaBolle made a motion directing the Division to proceed with the topic *Required Inspections*; bringing it to the July Board meeting as an action item. Rick Stark seconded. All in favor, motion carried.

ACTION: The Division will begin the negotiated rulemaking process on the proposed rule; requiring inspections on concealed work, service equipment, temporary service installations, and final inspections.

ACTION: The topic *Required Inspections* will be placed as an action item on the July 21, 2016 Electrical Board meeting agenda.

◆ **NOV Case Report**

At the January 2016 meeting, there was confusion over the information provided relative to notice of violations (NOV) and payment of civil penalties that were levied. A newly revised report was addressed by the Deputy Administrator-Operations.

The Division was asked that future Electrical NOV/Civil Penalties Issued Reports identify the contractors and their infractions rather than the inspectors issuing the violations.

ACTION: Future Electrical NOV/Civil Penalties Issued Reports will state the contractors and their infractions instead of the inspectors.

◆ **Program Manager Report**

Facebook - The Division's Electrical Program is now on Facebook and has 175 contractors and journeymen following as "friends". Facebook friends are immediately notified through their cell phones when new policies, procedures, interpretations, etc. are posted.

Policies - The following policies are available on the Division's website: 1) Fairs and carnivals (guidelines for inspection of portable wiring and equipment), and 2) Concrete-encased electrodes.

Solar Photovoltaic (PV) Plan Review - Since the Solar Photovoltaic Plan Review policy was initiated in January 2016, 54 plans have been reviewed. Currently, there is only one licensed PV specialty contractor in the entire state of Idaho. Anyone else installing PV is either an electrical contractor or illegally doing the work.

Solar Photovoltaic (PV) Systems, Wind and Alternate Energy Webpage - A new solar page has been created on the Division's website. The topics are: 1) Program manager bulletins, 2) Solar plan review procedures, 3) Useful information, 4) Documents, 5) Solar PV, wind and alternate energy frequently asked questions (FAQ), 6) Publications & brochures, and 7) Links to different websites within the solar industry.

Homeowners Webpage - The Division's "homeowners" page is being updated. This useful page will assist residents to understand the processes and procedures required to install electrical, HVAC and plumbing on their own property.

Submersible Pumps - The first meeting of the Submersible Pump Collaborative is April 28th at 9:30 a.m. (MDT) / 8:30 a.m. (PDT). The meeting will be held via videoconference between the Idaho Department of Lands office in Coeur d'Alene, and the Division's offices in Meridian and Pocatello. Board Member Pippitt will be the representative for the Board at this and future collaborative meetings.

◆ **Compliance Program Supervisor Report**

Program - The Compliance Program is going well. There is a rise with non-licensed individuals advertising on Craigslist and Facebook.

Classes - The Compliance Program Supervisor continues to provide PWCL classes. He will teach the class in each of Idaho's 44 counties; 22 in the spring and 22 in the fall. So far, he has been to seven (7) counties.

◆ **Operational Report**

800-Line - With an increase in the purchase of permits and inspections, the Division's 800-line (three lines in Meridian, two in Pocatello, and two in Coeur d'Alene) averages 260 phone calls a day. This number does not include individual lines or inspectors' cell phones.

Permit Rule - In the past, permits were called inspection tags. A draft rule, to change the verbiage to permits, is included in the board packet. The Deputy Administrator-Operations stated there will either need to be a statute change OR some kind of verbiage to interface with what is in statute as it pertains to inspection tags.

Civil Penalty Rule - Also in the packet, is a draft rule for two new civil penalties. They are: 1) Permits (failure to obtain), and 2) Failure to request a required inspection.

Idaho Code -- Title 54 Chapter 10 - A potential rewrite of the electrical statute, Title 54 *Professions, Vocations, and Businesses* Chapter 10 *Electrical Contractors and Journeymen* was distributed. The proposal would change the fundamental way licensing is handled relative to the electrical trade, as well as bring consistency among the electrical, HVAC and plumbing trades.

The Deputy Administrator-Operations suggested the Board review the proposal; bringing it to the July Board meeting as an action for possible endorsement.

ACTION: The topic Idaho Code -- Title 54 Chapter 10 will be placed as an action item on the July 21, 2016 Electrical Board meeting agenda.

TRAK-iT - Chairman Scott asked how modifications to TRAK-iT were coming along as it pertains to continuing education unit (CEU) hours and online renewals. The Division continues to work on those two issues. One idea is to use a third party entity for people to register their CEU requirements.

The Deputy Administrator-Operations offered to send an update to the Board on the alterations currently being made to TRAK-iT.

ACTION: The Division will provide to the Board, via e-mail, an update on the current modifications to TRAK-iT as it pertains to CEU hours and on-line renewals.

It was brought to Chairman Scott's attention when entering job value on a permit in TRAK-iT, the system will not let an individual go past a certain dollar amount. This is the first the Licensing and Permitting Program Supervisor has heard about this issue, and will have staff check into it.

ACTION: The Licensing and Permitting Program Supervisor will have staff research why there is a cap on the permit dollar amount in TRAK-iT.

◆ **Administrator Report**

Financial Report - The Electrical Board Fund, FY 2016 financial statement as of March 31, 2016, was reviewed.

Telephone System - On July 1st, the Division will purchase a new telephone system.

Idaho's Construction Industry - In conjunction with the Department of Commerce, the Division made a presentation at the ASHRAE Technical Conference on trends, industry and growth in the state of Idaho.

Budget - The Division has received approval for five additional full-time positions; four inspectors and one clerical.

Dig Line Bill - The 2016 legislature approved, and the Governor signed the bill; creating a 13-person advisory board placed within the Division. The purpose of the Board will be to provide for the protection of public health and safety regarding underground facilities and to reduce damages to those facilities.

Merging of Boards - The 2016 legislature also passed a bill to combine the Manufactured Housing and Modular Building Advisory Boards into one new eight-member board titled *Factory Built Structures Advisory Board*.

School Safety/Security Program and Board - The legislature expanded upon the Division's pilot project with regard to school safety and security; establishing a five-member office within the Agency. Along with the new program, an 11-member board titled *Idaho School Safety and Security Advisory Board* was approved and becomes effective July 1, 2016.

Employee's Cost of Living - The Governor suggested state employees receive a three percent salary increase based on meritorious evaluations. There will be no raise in premiums for employee health care.

Solar Projects - Upon completion, Kuna's solar project will have over 360,000 4x8 panels and generate 40 megawatts. Also scheduled is an 80-megawatt complex in the Grandview area.

2017 National Electrical Code - Tim McClintock, National Fire Prevention Association, made a one-hour PowerPoint presentation titled *2017 NEC® Significant Changes*.

◆ **Adjournment**

MOTION: Mark LaBolle made a motion to adjourn the meeting. Allan Perman seconded. All in favor, motion carried.

The meeting adjourned at 12:10 p.m. (MDT).

BOB SCOTT, CHAIRMAN
IDAHO ELECTRICAL BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE

06/10/2016rb

****The minutes were reviewed with Board Member Pippitt after the meeting. Mr. Pippitt had misspoken and the minutes were correct as presented at the meeting.**