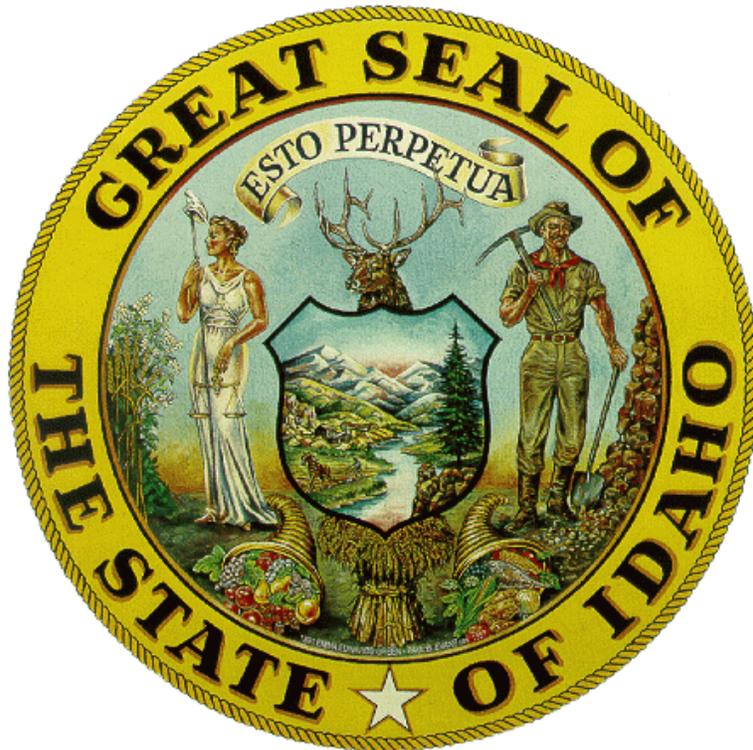


DIVISION OF BUILDING SAFETY

IDAHO ELECTRICAL BOARD
VIDEOCONFERENCE MEETING

JANUARY 23, 2014



IDAHO ELECTRICAL BOARD

Agenda Item No. 01

Agenda

PRESENTER: Bob Scott, Chairman

OBJECTIVE: Approve agenda for the January 23, 2014 Idaho Electrical Board 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, January 23, 2014
9:30 a.m. – 3:30 p.m. (MT)***

(Note: North Idaho - Meeting Commences @ 8:30 a.m. PT)

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

- Roll Call & Introductions
- Welcome - Mick Williams, Electrical Program Manager
- Open Forum

CONSENT AGENDA

1. Approval of the January 23, 2014 Agenda
2. Approval of the October 22, 2013 Board Meeting Minutes

ACTION AGENDA

3. **Journeyman to Apprentice Ratio – Mick Williams**

INFORMATIONAL AGENDA

4. Limitation on Grandfathering Provisions for an Electrical Contractor License – Jon Groth, Groth Aviation
5. Apprentice/Journeyman Exam – Ron Whitney

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

6. Program Manager Report – Mick Williams
7. Operational Report – Steve Keys
8. 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. 12/18/13r

IDAHO ELECTRICAL BOARD

Agenda Item No. 02

Minutes

PRESENTER: Bob Scott, Chairman

OBJECTIVE: Approve minutes from the October 22, 2013 Idaho Electrical Board meeting.

ACTION: Consent

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: Draft Minutes



**IDAHO ELECTRICAL BOARD
VIDEOCONFERENCE MEETING**

Tuesday – October 22, 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 OCTOBER 22, 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 9:32 a.m. (MT).

Board Members Present:

Bob Scott, Chairman
Jeff Wheeler, Vice-Chairman
Mark LaBolle
Tim Phillips
Al Frieze
Denis Duman
Dale Pippitt
Kreg Davis
Allan Perman

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
Rod Freligh, Regional Manager, Region 1
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

◆ **Open Forum**

Residential Alternative Energy Installations – Representatives from Idaho Power brought forth an issue of improper solar panel installations using non-UL listed equipment and no disconnect switch.

DBS public information officer will work with Idaho Power representatives to create an announcement for the Division's website; educating on the safety and enforcement of plug-in inverters.

ACTION: Representatives of Idaho Power will work with the Division's public information officer to generate awareness on the improper installation of non-UL listed equipment on solar panels and wind turbines.

ACTION: The Division will post on its website the potential safety issues of non-compliant inverters installed on solar panels and wind turbines.

◆ **Approval of the October 22, 2013 Agenda**

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

◆ **Approval of the July 11, 2013 Board Meeting Minutes**

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

◆ **Administrative Appeals Hearing**

John Johnson – NOV ELE1305-0058 – Neither John Johnson nor a representative for Mr. Johnson were present at the hearing. The Board voted to proceed with default in the matter of NOV ELE1305-0058.

MOTION: Tim Phillips made a motion that John Johnson is in default for not appearing at the meeting and for DBS to notify Mr. Johnson as required. Denis Duman seconded. All in favor, motion carried.

ACTION: Legal counsel will create a Notice of Intent to Take Default for Chairman Scott's signature and provide a signed copy to John Johnson.

◆ **Schedule 2014 Meetings**

The 2014 Idaho Electrical Board meeting dates are as follows: January 23rd, April 24th, July 24th, and October 23rd. The meetings start at 9:30 a.m. (MT)/8:30 a.m. (PT).

MOTION: Dale Pippitt made a motion to approve the 2014 Idaho Electrical Board meeting dates as presented. Kreg Davis seconded. All in favor, motion carried.

◆ **Legislative Update**

There is no new legislation, only administrative rule dockets for submission to the 2014 legislature. The proposed rules consist primarily of new codes.

◆ **Journeyman to Apprentice Ratio**

At the July 2013 meeting, there was concern an out-of-state company was using employees from an Idaho-based electrical company and not in compliance with the journeyman-to-apprentice ratio.

A similar issue was addressed before the Board in 2010. The final interpretation was although individuals are technically employed by a labor provider they are essentially considered employees of the contractor and the contractor is responsible for supervision, ratios, etc.

The Division considers both issues the same; standing by the Board's 2010 decision.

An additional concern is out-of-state journeymen signing up and working in Idaho as apprentices.

The Plumbing Board had a similar situation. Its rule was changed to stipulate if an individual is a journeyman in another jurisdiction that individual is not eligible to work as an apprentice in the state of Idaho.

ACTION: The topic *Journeyman to Apprentice Ratio* will be placed on the January 23, 2014 agenda as an action item.

ACTION: The Division will provide the Plumbing Board's rule as it pertains to the licensure history.

◆ **Apprentice/Journeyman Exam**

This topic has been addressed at previous meetings. Board members expressed displeasure on not receiving a requested report. The report would consist of: 1) Test results of individuals taking the journeyman exam for the first time; and 2) Apprenticeship program in which they graduated.

The required information for the report is linked to the journeyman application. The Division is aggressively working to get the electrical journeyman exam online by January 2014.

ACTION: The Division will continue to work aggressively to get the electrical journeyman exam online by January 2014 and to begin reporting the results of first-time exams by apprenticeship program attended at the January 2014 meeting.

◆ **Program Manager Report**

Program Manager – Rob Foster no longer serves as the electrical program manager; returning to the Division's elevator program.

Inspections – The majority of complaints the Division receives pertains to the availability of inspection services in outlying areas. During the recession, DBS had a reduction in force; consolidating inspection areas and relocating inspectors closer to the demand for inspections.

◆ **Operational Report**

The deputy administrator-operations addressed his report under the *Program Manager Report*.

◆ **Administrator Report**

Financial Report – The Electrical Board Fund, FY 2013 financial statement as of June 30, 2013, and FY 2014 financial statement as of September 30, 2013, were reviewed.

Employees – DBS has an authorized strength of 121 full-time personnel. As of today, there are 107 employees.

Statewide Projects – The Division has been intricately involved in the following major projects: The Village at Meridian; Chobani Yogurt Plant, Twin Falls; and Melaleuca headquarters, Idaho Falls.

City of Meridian – Statistical information on the revenue of permits and electrical/mechanical inspections performed by DBS for the city of Meridian was provided.

Proposed Budget – A new proposed budget, with a slight increase of over 2% from last year, has been submitted to the governor's office.

Revenue – DBS closed FY 2013 with a 22% increase over the previous year.

◆ **Old/New Business**

Appeal Hearings – DBS makes every attempt to resolve appeals prior to Board meetings. Whether or not a plaintiff attends a hearing, the Division easily spends five times the amount of the fine in preparation for the appeal.

◆ **Adjournment**

MOTION: Kreg Davis made a motion to adjourn the meeting. Dale Pippitt seconded. All in favor, motion carried.

The meeting adjourned at 11:00 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 11/22/2013rb

IDAHO ELECTRICAL BOARD

Agenda Item No. 03

Journeyman to Apprentice Ratio

PRESENTER: Mick Williams, Electrical Program Manager

OBJECTIVE: Provide the current interpretation on ratio as stated in code.

ACTION: Informational

BACKGROUND: July 2013 - An out-of-state company is using employees from an Idaho-based electrical company and is not in compliance with the law as it pertains to journeyman-to-apprentice ratio.

A similar situation was brought before the Board in 2010. It was determined although individuals are technically employed by a labor provider they are essentially considered employees of the contractor and the contractor is responsible for supervision, ratios, etc.

October 2013 - The Division considers both issues the same; standing by the Board's 2010 decision.

An additional concern is out-of-state journeymen signing up and working in Idaho as apprentices.

The Plumbing Board had a similar situation. Its rule was changed to stipulate if an individual is a journeyman in another jurisdiction that individual is not eligible to work as an apprentice in the state of Idaho.

The Division will provide the Plumbing Board's rule as it pertains to the licensure history at the January 23, 2014 Board meeting.

ATTACHMENTS: No documentation



IDAHO ELECTRICAL BOARD

Agenda Item No. 04 Limitation on Grandfathering Provisions for an Electrical Contractor License

PRESENTER: Jon Groth, Groth Aviation

OBJECTIVE: Allow a current electrical contractor to carry over his grandfathering when
changing business entities.

ACTION: Informational

BACKGROUND: Mr. Groth is currently moving from a sole proprietorship to an LLC and
believes his grandfathering should carry over.

**PROCEDURAL
HISTORY:**

ATTACHMENTS: IDAPA 07.03.01.015.01 *Qualifications for Electrical Contractor*



f. Experience in appliance repairing, motor winding, and communications will not be accepted towards qualification for a journeyman electrician license. (5-3-03)

02. Application and Examination. A qualified journeyman electrician not holding an Idaho state license shall make application for a journeyman electrician license with the Division of Building Safety prior to going to work in the state of Idaho as provided by Section 54-1002(2), Idaho Code. An applicant will be permitted a maximum of thirty (30) days in which to take the examination after making application unless mutual agreements have been made between the applicant and the Division of Building Safety. (3-29-12)

014. MASTER ELECTRICIAN.

An applicant for a master electrician license must have at least four (4) years experience as a licensed journeyman electrician as provided in Section 54-1007, Idaho Code. Any person having these qualifications may make application at any time by remitting to the Division of Building Safety the application fee. Upon approval, the applicant will be notified and may apply to take the next examination. Upon notification of passing the examination, the applicant must remit the required fee for the issuance of a master license. A person holding a current master license shall not be required to hold a journeyman license. (3-29-12)

015. ELECTRICAL CONTRACTOR.

01. Qualifications for Electrical Contractor. (4-7-91)

a. On and after July 1, 2008, except as hereinafter provided, any person, partnership, company, firm, association, or corporation shall be eligible to apply for an electrical contractor license upon the following requirements: (4-2-08)

i. Applicant shall have at least one (1) full-time employee who holds a valid master electrician license issued by the Division of Building Safety. Licensed electrical contractors who are current and active prior to July 1, 2008, shall not be required to have a master electrician as the supervising electrician until a new supervising electrician is designated. A master electrician license will be required for a new supervising electrician designated after July 1, 2008. (3-29-12)

ii. The master electrician shall be designated the supervising electrician and shall be available during working hours to carry out the duties of supervising, as set forth herein, and who will be responsible for supervision of electrical installations made by said company, firm, association, or corporation as provided by Section 54-1010, Idaho Code. (4-2-08)

iii. An individual electrical contractor may act as his own supervising master electrician upon the condition that he holds a valid master electrician license. (4-2-08)

iv. Applicant must pass a contractor examination administered by the Division or its designee. Any applicant which purports to be a non-individual (such as, corporation, partnership, company, firm, or association), must designate in writing an individual to represent the partnership, company, etc., for examination purposes. Any such designee shall be a full-time supervisory employee and may not represent any other applicant for an electrical contractor's license. (3-29-12)

v. Applicant shall provide proof of liability insurance to the Division in the amount of three hundred thousand dollars (\$300,000) from an insurance company licensed to do business in the state of Idaho. The liability insurance shall be in effect for the duration of the applicant's contractor licensing period. (3-29-12)

vi. Applicant shall provide to the Division proof of Idaho's worker's compensation insurance unless specifically exempt from Idaho law. The Division will provide written confirmation of exemption status. (3-29-12)

b. Any person designated under Paragraph 015.01.a. of these rules, and the contractor he represents, shall each notify the Division in writing if the supervising master's working relationship with the contractor has been terminated. Each notice must be filed with the Division within ten (10) days of the date of termination. If the supervising master's relationship with the contractor is terminated, the contractor's license is void within ninety (90)

IDAHO ELECTRICAL BOARD

Agenda Item No. 05

Apprentice/Journeyman Exam

PRESENTER: Ron Whitney, Deputy Administrator, Administration

OBJECTIVE: Provide a report of first-time exams by apprenticeship program.

ACTION: Informational

BACKGROUND: April 2013 - Tom Brown, B & B Electric, inquired whether statistics are being gathered with regard to graduates and the journeyman exam, and which entity is administering the test. It was estimated the Division would begin administering the electrical journeyman exam around June or July 2013.

July 2013 - The database for licensing exams has been completed; however, questions are still being reviewed by outside parties. It is estimated the program will be available by the end of 2013, or the first of 2014.

October 2013 - Board members expressed displeasure on not receiving a requested report. The report would consist of: 1) Test results of individuals taking the journeyman exam for the first time; and 2) Apprenticeship program in which they graduated.

The Division will continue to work aggressively to get the electrical journeyman exam online by January 2014 and to begin reporting the results of first-time exams by apprenticeship program attended at the January 2014 meeting.

PROCEDURAL HISTORY:

ATTACHMENTS: No documentation



IDAHO ELECTRICAL BOARD

Agenda Item No. 06

Program Manager Report

PRESENTER: Mick Williams, Electrical Program Manager

OBJECTIVE: Update 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. 07

Operational Report

PRESENTER: Steve Keys, Deputy Administrator-Operations

OBJECTIVE: Update 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. 08a

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 2014 Financial Statements
 As of 12/31/2013

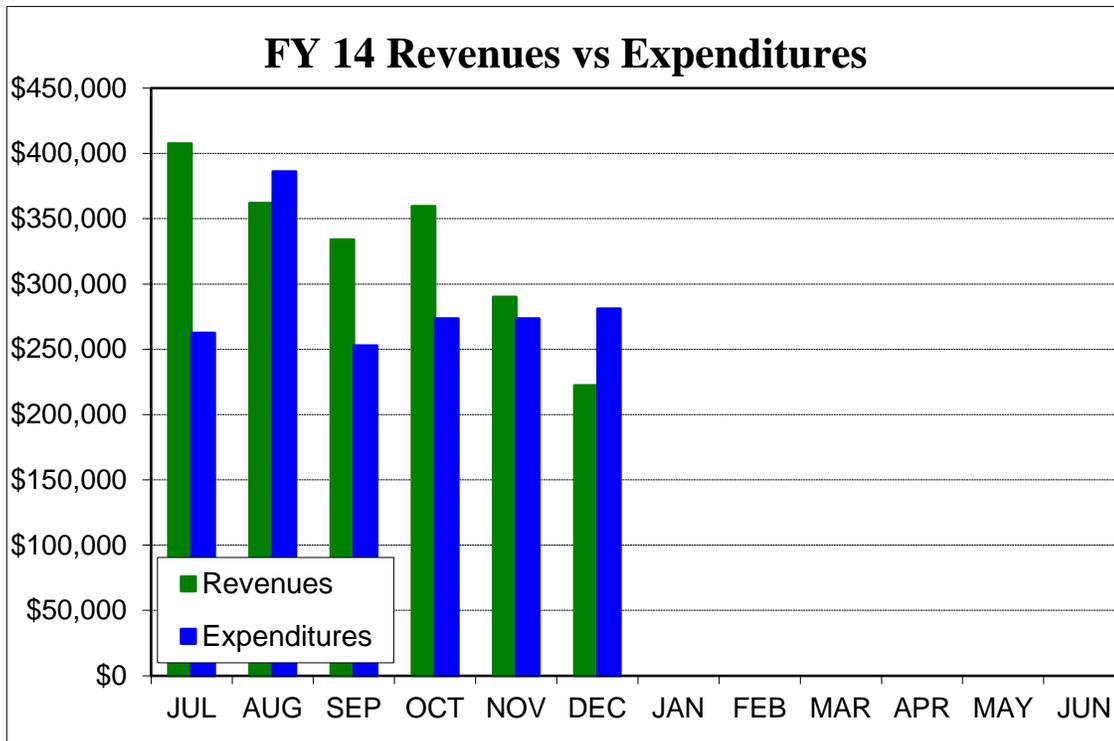
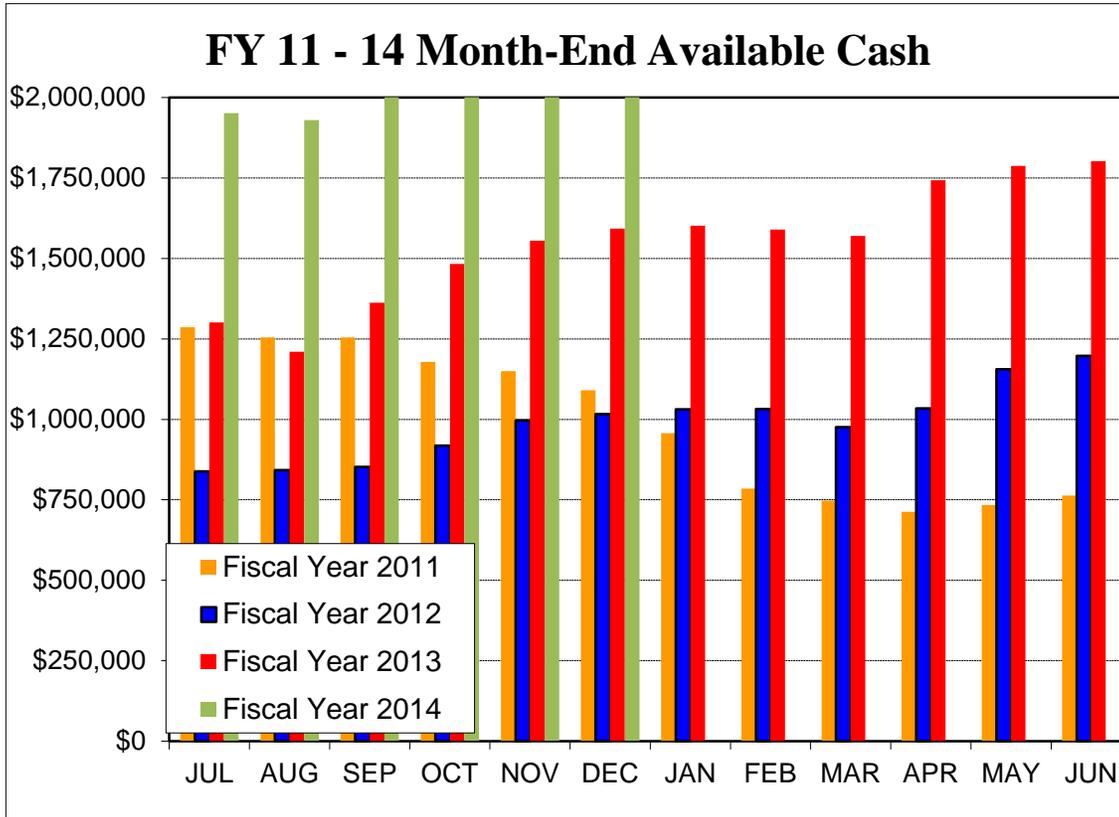
Statement of Revenues and Expenditures

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:	3,762,000	1,975,773	52.5%	1,786,227	1,871,206	3,846,979	102.3%
Expenditures							
Personnel:	2,614,000	1,267,903	48.5%	1,346,097	1,267,903	2,535,806	97.0%
Operating:	695,000	397,020	57.1%	297,980	344,405	741,425	106.7%
Capital:	100,000	64,835	64.8%	35,165	35,165	100,000	100.0%
Total Expenditures	3,409,000	1,729,758	50.7%	1,679,242	1,647,474	3,377,232	99.1%
Net for FY 2014	353,000	246,016			223,732	469,747	

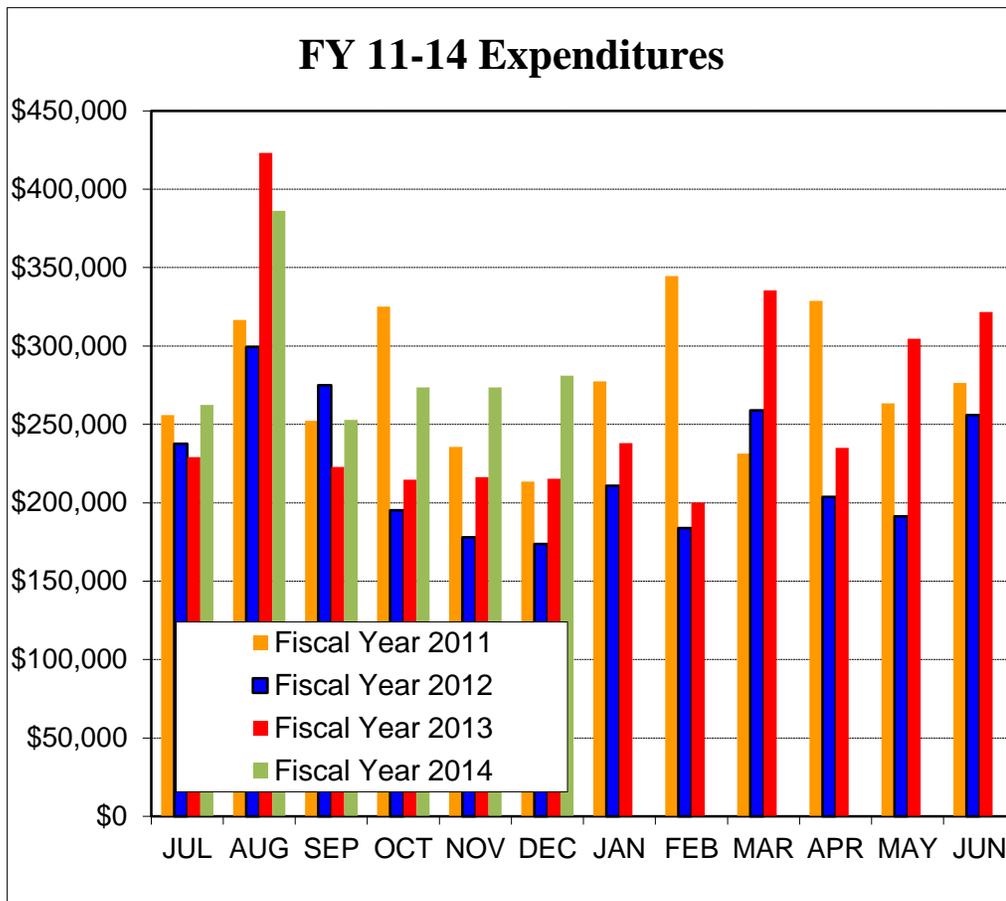
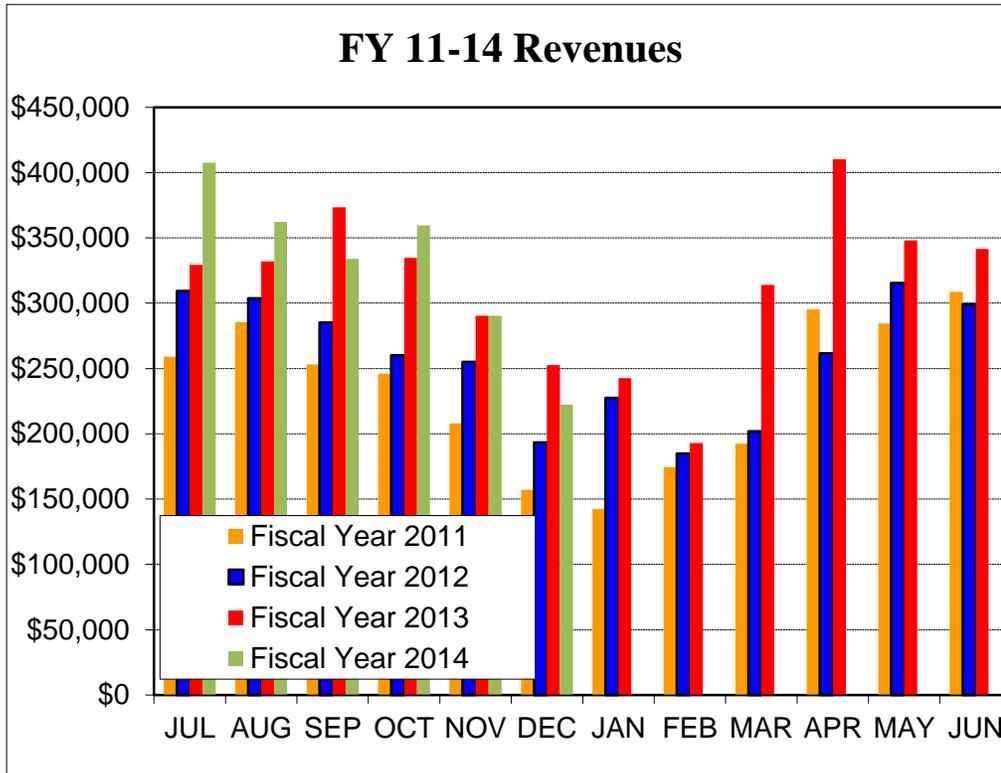
Statement of Cash Balance

July 1, 2013 Beginning Cash Available	Fiscal Year to Date Revenues	Fiscal Year to Date Expenditures and Encumbrances	Other Changes in Cash	Available Cash as of December 31, 2013	Projected Change in Cash for Remainder of Year	Projected Year End Available Cash
1,802,226	1,975,773	(1,729,758)	5,838	2,054,079	223,732	2,277,811

ELECTRICAL BOARD FUND 0229-01



ELECTRICAL BOARD FUND 0229-01



IDAHO ELECTRICAL BOARD

Agenda Item No. 08b

Administrator

PRESENTER: C. Kelly Pearce, Administrator

OBJECTIVE: Provide 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

