

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

Wednesday – March 14, 2018 – 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**

MINUTES OF THE MARCH 14, 2018 MEETING

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.

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

Board Members Present:

Ted Sermon, Chairman
John Smith, Vice-Chairman
Bill Carter
Bill Hatch
Bill Vandegrift

DBS Staff Members Present:

Chris L. Jensen, Administrator
Ron Whitney, Deputy Administrator
John Nielsen, HVAC Program Manager
Spencer Holm, Deputy Attorney General
Larry Jeffres, Regional Manager, Region 1
Patrick J. Grace, Regional Manager, Region 2
Jeff Egan, Regional Manager, Region 3
Chuck Knapp, Regional Supervisor, Region 1
Amy Kohler, Compliance Program Specialist
Renee Bryant, Administrative Assistant 2

◆ **Open Forum**

There were no new issues to address.

◆ **Approval of the March 14, 2018 Agenda**

MOTION: Bill Carter made a motion to approve the agenda as presented. John Smith seconded. All in favor, motion carried.

◆ **Approval of the February 1, 2018 Meeting Minutes**

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

◆ **Career-Technical Education (CTE) Memorandum of Understanding (MOU)**

Wendi Secrist, Executive Director of Workforce Development Council, offered a final version of the MOU between CTE and DBS on setting qualifications and education standards for Idaho’s HVAC schools. Noted was a change on page one in the first bullet under *Roles and Responsibilities*. The word “HVAC” to replace “Electrical” as it pertains to the Board. When questioned, the Board and instructors can have a different process for placement tests outside of adopting the MOU.

MOTION: Bill Hatch made a motion to accept the MOU as written with the correction of “electrical” to “HVAC”. Bill Vandegrift seconded. All in favor, motion carried.

◆ **Licensing Freedom Executive Order--Update**

Patrick J. Grace, Regional Manager 2, provided three draft reports; HVAC Contractor and Specialty Contractor Licenses (Certificate of Competency), HVAC Journeyman and Specialty Journeyman Licenses (Certificate of Competency), and HVAC Apprentice and Specialty Apprentice Registration.

In the HVAC Journeyman and Specialty Journeyman Licenses (Certificate of Competency) report, Mr. Grace agreed to remove the recommendation to allow Idaho apprentices who have not completed the schooling requirements (4 years) to demonstrate they have performed double the amount of the work experience requirements (16,000 hours) similar to that of an out-of-state journeyman applicant. In addition, Chairman Sermon and Board Member Vandegrift expressed removing the recommendation to eliminate the HVAC journeyman and specialty journeyman license category, and establish a registered apprentice (worker) category with required continuing education (CE) over a designated period.

ACTION: Mr. Grace will remove recommendations from the HVAC Journeyman and Specialty Journeyman Licenses (Certificate of Competency) report.

The Chairman requested, and Regional Manager Grace agreed, to provide final drafts to the Board for review prior to submitting to the Governor’s office in June.

ACTION: Copies of the final draft reports will be provided to the Board at the May 2018 meeting.

ACTION: The topic *Licensing Freedom Executive Order--Update* will be placed on the May 2018 Board meeting agenda as an informational item.

◆ **Apprenticeship--2000 Hour Requirement**

In the packet is a proposed rule change on requirements apprentices must meet to receive up to one year of on-the-job experience toward their fourth year.

As requested at the February 2018 meeting, Tena Risley, Executive Director of Northwest HVAC/R Association & Training Center, stated in the last ten years less than a handful of apprentices have tested out in year three from her facility.

With approximately 30 students ready to test, Mike LaPray, HVAC Assistant Professor, College of Southern Idaho, asked there be a temporary rule until the proposed rule becomes effective.

The Board agreed the topic *Apprenticeship--2000 Hour Requirement* be brought as an action item to the May meeting.

ACTION: The topic *Apprenticeship--2000 Hour Requirement* will be placed on the May 2018 Board meeting agenda as an action item.

◆ **Continuing Education**

Currently, electrical journeymen and master electricians must complete 24 hours of CE every three-year license cycle. The 24 hours of instruction consists of eight hours of code update, eight hours of code-related, and eight hours of industry-related training.

Plumbing journeymen must complete eight hours of CE every three-year license cycle. Of the required eight hours, four hours must be plumbing code update-related and four hours industry-related training. Plumbing contractors must complete 16 hours of CE every three-year license cycle. Hours accrued by obtaining journeyman education may apply toward the requirement, whenever applicable.

The Chairman prefers the plumbing requirements; therefore, HVAC Program Manager Nielsen will bring a proposed rule change to the May meeting. In addition, Mr. Nielsen will send an email to plumbing contractors and journeymen informing them of the draft proposal for consideration at the 2020 legislative session.

ACTION: A draft proposal to be presented by the HVAC Program Manager at the May 2018 Board meeting.

ACTION: The topic *Continuing Education* will be placed on the May 2018 Board meeting agenda as an informational item.

◆ **Program Manager Report**

Legislation – Two rules passed; elimination of IDAPA 07.07.01.006(k) with regard to mechanical ventilation, and inspector qualifications. For mechanical ventilation, there will no longer be square inches of ductwork, and the 2015 International Residential Code is now the reference manual. The International Association of Plumbing and Mechanical Officials and International Code Council are the only entities DBS is aware of that certify inspectors.

There were two proposed statute changes. The CTE proposal passed for HVAC; however, the change for homeowner/commercial properties did not pass for HVAC or Plumbing.

Update Codes – Addressed were the different code years the building, electrical, and plumbing trades use. The Chairman suggested, and the HVAC Program Manager agreed, to send an e-mail to license holders inviting them to the May meeting. In addition, the Chairman requested the topic *Update Codes* be placed as an informational item on the agenda for the May meeting.

ACTION: The HVAC Program Manager will invite, via e-mail, license holders to the May 9, 2018 Board meeting.

ACTION: The topic *Update Codes* will be placed on the May 2018 Board meeting agenda as an informational item.

◆ **Compliance Program Report**

The Compliance Program is going well with very few Notice of Violations. Thanked was the industry for providing e-mails to DBS on unlicensed individuals advertising on various

websites. When questioned, the HVAC 1st Exam Report is included in the packet, and available on the Division's website.

◆ **Administrator Report**

Financial Report – Addressed was the Idaho HVAC Board Fund FY 2018 financial statement as of January 31, 2018.

Forecast – Intermountain Gas forecasts 9,000 gas line hook-ups in 2018. In 2017, there were approximately 8,000 hook-ups.

Budget – Approved was the budget for fiscal year 2019. The Division received six new inspector positions; however, no authorized funding for them.

Legislation – House Bill 547 is a contested item, and pertains to the elimination of amendments to the 2015 building codes. An amending order went before the Senate on March 13, 2018.

The educational exemption for high school students and home buildings passed both houses unopposed.

Representative Lance Clow pulled his backflow bill. The HVAC Program Manager will begin working on a new rule.

A bill passed with regard to the open meeting notices and agendas. This Board already identifies action items on agendas, as well as posts them on the Division's website. In addition, once a meeting begins, the only way to take a final action on an agenda item is if an emergency is declared and it necessitates action at the meeting.

◆ **Adjournment**

MOTION: John Smith made a motion to adjourn the meeting. Bill Carter seconded. All in favor, motion carried.

The meeting adjourned at 11:27 a.m. (MDT).

TED SERMON, CHAIRMAN
HEATING, VENTILATION AND
AIR CONDITIONING BOARD

CHRIS L. JENSEN, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE

05/02/2018rb