

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

Wednesday – November 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 NOVEMBER 14, 2018 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. (MDT)

Board Members Present:

Ted Sermon, Chairman
Randy Hart
Bill Carter
Bill Hatch
Garret Christoffersen
Judy Van Cleave
Mark Ferm

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
Chuck Knapp, Regional Supervisor, Region 1
Adam Bowcutt, Regional Supervisor, Region 3
Amy Kohler, Compliance Program Specialist
Renee Bryant, Administrative Assistant 2

◆ **Recognition**

Bill Vandegrift was recognized for his service on the Board with a commemorative plaque.

◆ **Welcome**

Garret Christoffersen, City Official; Mark Ferm, County Official; and Judy Van Cleave, HVAC Contractor/Specialty, were welcomed as the newest members of the Board.

◆ **Open Forum**

Procedures – Chairman Ted Sermon addressed the proper way to obtain the floor when addressing topics, making motions, etc.

Videoconference System – Deputy Administrator Ron Whitney explained the features of the Division’s newly upgraded videoconference system.

Heat Loss Calculations – Bruce Graham, Quality Heating and Air Conditioning, stated his concern on the requirements to calculate heat loss in new residential construction. Effective January 1, 2019, the Division will require the Manual S, J & D report be reviewed and approved prior to inspections. HVAC inspectors will verify the design reflected on the “approved” report corresponds to what is being constructed on site.

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

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

◆ **Approval of the May 9, 2018 Meeting Minutes**

It was noted the first line of the topic *Licensing Freedom Executive Order--Final Draft*, page three of five, the word “was” should be “with”.

MOTION: Bill Carter made a motion to approve the minutes with the correction. Garret Christoffersen seconded. All in favor, motion carried.

◆ **Schedule 2019 Board Meetings**

The proposed 2019 board meeting dates are January 8, March 12, May 21, and November 12.

MOTION: Bill Carter made a motion to approve the 2019 board meeting dates as presented. Randy Hart and Bill Hatch seconded. All in favor, motion carried.

◆ **Permit Fees--Square Footage vs. Per Appliance**

John Rubert, Comfy Fire, readdressed the issue of HVAC contractors and HVAC specialty contractors paying the same square footage fee whether installing multiple units or one unit in new residential construction. Mr. Rubert suggested on top of the square footage fee, HVAC contractors be charged an additional \$65 per the installation of a fireplace. If not installing, subtract \$65 from the square footage fee and charge the HVAC specialty contractor \$65 to install a fireplace.

The Division provided a draft rule change; modifying the fee schedule to include a single \$65 fee for HVAC specialty contractors installing a fireplace in a new home. Another option would be to revert to a base fee with fixture count, liken to plumbing’s original fee structure.

◆ **Licensing Requirements for the Apprentice/Journeyman Program**

Attorney David Leroy, legal counsel for Jeff Cox of Right Now Heating & Air, provided an opening statement on the 2017 Licensing Freedom Act, Lt. Governor Brad Little’s recommendations to licensing agencies in the state of Idaho, and the concern of Mr. Cox on the disadvantages individuals face when wanting to enter the trades in Idaho.

Mr. Cox declared Idaho is more stringent than surrounding states when it comes to the HVAC licensing requirements of apprentices and journeymen. Therefore, to meet the current needs, as well as prepare for future growth in the HVAC trade, following are licensing recommendations similar to what the surrounding states have adopted:

- To allow an individual to take a written exam to qualify as a licensed contractor, require four years of work experience for ages 21 and older, and for ages 18 to 20, six years work experience under a licensed contracting company. Voluntary vocational training could qualify the individual for up to two years work experience. (No licensing required to work for a licensed contractor.)
- Develop a one-year education program with two years of work experience to test and qualify as a journeyman HVAC technician, beginning at the age of 21 or four years required experience for individuals 18 to 20 years of age. (No licensing required to work for a licensed contractor.)

- Allow an out-of-state journeyman with at least four years of experience, contractor certified, to take the written journeyman exam.

Much of the audience expressed the need for schooling. Bruce Graham, Quality Heating and Air Conditioning, explained his concept of one license with multiple endorsements, which he addressed at previous board meetings.

Hearing all sides, Chairman Sermon asked, and Mr. Cox agreed, to bring back to the Board a possible solution to better fit everyone's needs.

◆ **HVAC School Programs**

To clarify, the Board approves the HVAC schooling curriculum; however, schools manage their own programs.

◆ **Apprentice Renewal**

Since May 2018, the Division has been enforcing the rule, which states in part, "Age. Minimum of eighteen (18) years of age ..." and "Training. Maintain enrollment in or successfully complete a training program approved by the Board." The apprentice registration is for five years. If an apprentice's registration expires and the individual is not registered in school nor completed schooling, DBS will not renew.

◆ **Code Update**

In the packet are significant changes between the 2012 and 2018 International Residential Code, 2012 and 2018 International Fuel Gas Code, and 2012 and 2018 International Mechanical Code. The Board agreed to move forward with reviewing the 2018 codes for possible future adoption. For the January 2019 meeting, the HVAC Program Manager will include proposed amendments to the 2018 codes, as well as include the significant changes between the 2012 and 2018 codes.

ACTION: The HVAC Program Manager will provide proposed changes to the 2018 codes for the January 2019 Board meeting.

ACTION: The topic *Code Update* will be added to the January 2019 agenda as an informational item.

◆ **Conduct Board Meetings Throughout the State**

As done in the past, the Chairman would like to begin conducting board meetings, one in northern Idaho and one in eastern Idaho, every year. Although it's a considerable cost to travel, the following suggestions are ways to defer expenses: 1) Limit the travel to the Chairman, Administrator, Program Manager and Deputy Attorney General, 2) Mass transportation to location, 3) No mileage reimbursement, and 4) Board members attend meetings in their respective areas.

◆ **Program Manager Report**

City of Meridian – On January 1, 2019, the Division will no longer provide mechanical services for the city of Meridian. The loss of funds, approximately \$300,000 a year, is a major concern for the HVAC program.

Manual S, J & D Reviews – In June 2018, DBS provided classes throughout the state of Idaho on submittal procedures, plan review and inspection requirements for Manual S, J, & D. A PowerPoint presentation is available on the HVAC page of the Division’s website.

Legislation – The following proposals will be presented at the 2019 legislative session: 1) Statute--Replace HVAC Specialty Contractor representative with a representative of the HVAC industry, 2) Rule--Test upon completion of apprenticeship school, and 3) Rule--Provide one-year full-time programs with on-the-job credit.

◆ **Compliance Program Report**

Compliance Program – The Notice of Violation letter has been revamped to include more information for the due process. Although almost impossible to monitor all advertising; i.e., Facebook, Craigslist, Home Advisor, etc., DBS is getting more diligent with checking the web and sending letters to alleged violators.

◆ **Administrator Report**

Financial Report – Briefly addressed was the HVAC Board Fund, FY 2018 Financial Statement, as of September 30, 2018.

Construction – Statewide, construction is going strong with no end in sight.

◆ **Old/New Business**

Continuing Education (CE) – The HVAC Program Manager recommended, and the Chairman agreed, to table the topic *Continuing Education (CE)* until after the code update and licensing issues are completed.

◆ **Adjournment**

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

The meeting adjourned at 1:00 p.m. (MDT).

TED SERMON, CHAIRMAN
HEATING, VENTILATION AND
AIR CONDITIONING BOARD

CHRIS L. JENSEN, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE

01/10/2019rb