

**Board of Electricity**  
**Meeting Minutes**  
**Tuesday, October 14, 2014, @ 9:00 a.m.**  
**Minnesota Room, Department of Labor & Industry**  
**443 Lafayette Road, St. Paul, MN 55155**

**Members Present:**

Andy Toft (Chair)  
Kim Huxford  
John McConnell  
Jim Freichels  
Willy Hoskins  
Scott Novotny  
Laura Karow  
Dan Klein

**Sam Sampson (DLI)**

Joe Vespa (via telephone)  
Dan Westberg (via telephone)

**DLI Staff & Visitors:**

Bill Bierman (DLI)  
John Rajkowski (DLI)  
Scott McLellan (DLI)  
Charlie Durenberger (DLI)  
John Williamson (DLI)  
Lyndy Lutz (DLI)  
David Fisch (MNESTA)  
Russ Ernst (MNESTA)  
Scott Nutting (CEIA)  
Jim Nimlos (Mpls. Electrical  
JATC) Bill Heaney (IBEW)  
Phil Raines (ABC)  
Judi Rubin (MEA)

**Members Absent:**

Doug Fingerson

**I. Call to Order**

The meeting was called to order at 9:11 a.m. by Chair Toft. Roll call was taken by Secretary Huxford, Dan Westberg and Joe Vespa were present via telephone; a quorum was declared.

**II. Approval of Meeting Agenda**

An addition was made to the agenda under V. Special Business, Item a:

a. Charlie Durenberger – Update on plastic licenses

**A motion was made by Sampson, seconded by Hoskins, to approve the agenda as amended. Roll call vote was taken aloud by Huxford and was unanimous; the motion carried.**

**III. Approval of Previous Meeting Minutes**

**A motion was made by Freichels, seconded by Novotny, to approve the July 8, 2014 meeting minutes. Roll call vote was taken aloud by Huxford and was unanimous; the motion carried.**

#### IV. Regular Business

- a. **Expense Approval** – Toft reviewed and approved the per diem and expenses. **A motion was made by McConnell, seconded by Karow, to approve per diem and expenses. Roll call vote was taken aloud by Huxford and was unanimous; the motion carried.**
- b. **Enforcement** – Charlie Durenberger provided a handout titled CCLD Enforcement Stats (see Attachment A). Updates can be viewed on the department’s website at: <http://www.dli.mn.gov/CCLD/Enforcement.asp>
- c. **E-Licensing and e-TRAKiT** – John Williamson provided an update. The next version of e-TRAKiT (e-TRAKiT #3) is still in development and testing. This new version is more user friendly and intuitive. The Electrical e-TRAKiT system is a very convenient way for contractors to file permits or file requests for inspection. Issues with printing or pulling up permit numbers were discussed and Williamson noted there are specific browser requirements. Sampson added that this is a convenient way for contractors to comply with the Statute – filing is instant and the permit is issued immediately. Paper inspection forms are still being accepted. The current version of e-TRAKiT is meant more for repeat customers; however, the new version of e-TRAKiT 3 will be easier for everyone and electronic permitting is expected to increase.

#### IV. Special Business

- a. **Charlie Durenberger – plastic license cards**

The Dept. of Human Rights may print licenses on plastic cards for CCLD. The logistics and costs are currently being explored. Plastic is preferred if it isn’t too expensive and if it is there may be a fee option.
- b. **Update on Reciprocal Agreements**
  - i. **Review of amendments to NERA Bylaws**

Sam Sampson noted that amendments to NERA Bylaws (see Attachment B) were given to the Board for their review. He referred to NERA 2014 Annual Meeting Minutes from 8/4/2014 (see Attachment C) and Reciprocal Licenses (Attachment D). The need for a national exam, passing score requirements, Continuing Education hours, and the benefits of reciprocal agreements were discussed.

**A motion was made by Freichels, seconded by Klein, to approve the NERA By-Laws as presented in Attachment B. Roll call vote was taken aloud by Huxford and was unanimous; the motion carried.**
  - ii. **Update on Wisconsin licensing law changes**

Sampson stated that Wisconsin’s legal counsel has a copy of the reciprocal template for review and will contact the Board’s legal counsel. Sampson asked for the Board’s review of IBEW’s letter dated 9/2/2014 (see Attachment E). State exam requirements and verification of hours were discussed. Laura Karow expressed concern that North Dakota had not called to verify hours and Sampson said he would look into this.

**VI. Committee Reports**

- The new Building Codes should be available by January 24, 2015.
- The \$5 surcharge will roll back to \$1 in 2015. This is a building code surcharge and applies to all building code fees and electrical permits.

**VII. Complaints**

No complaints brought forth.

**VIII. Open Forum**

Toft addressed concerns with the new electrical procedures and training regulations and Sampson noted that the rules were repealed because the same authority and procedures are already included in MN Statute 326B.091. Durenberger noted that if there is a dangerous or hazardous installation then a compliance order is issued and a stop order would be issued either to the Contractor or left on the site. In addition, a Notice of Violation can be issued for illegal performance or incompetence. This isn't reported formally as an enforcement action but it is a record that the Contractor engaged in a violation. An Administrative Order can also be issued which typically happens with unlicensed contractors and can contain a civil penalty. The penalty can be forgivable if corrections are made within 30 days. The most severe order, a Licensing Order, can only be issued to someone that is licensed and can suspend the license, revoke, or impose civil penalties. Sampson noted that Durenberger was referring to statutory language and applied to all of the licenses at DLI.

**IX. Board Discussion**

Freichels wished everyone a happy holiday and there was no further discussion.

**X. Announcements**

Next Regularly Scheduled Meetings (subject to change) – Minnesota Room, DLI

- **Tuesday, January 13, 2015 @ 9:00 a.m.**
- **Tuesday, April 14, 2015 @ 9:00 a.m.**
- **Tuesday, July 14, 2015 @ 9:00 a.m.**
- **Tuesday, October 13, 2015 @ 9:00 a.m.**

**XI. Adjournment**

**A motion was made by McConnell, seconded by Freichels, to adjourn at 10:04 a.m. Roll call vote was taken aloud by Huxford and was unanimous; the motion carried.**

Respectfully Submitted,

*Kim Huxford*

Kim Huxford  
Secretary

**CCLD ENFORCEMENT STATS****RESIDENTIAL BUILDING CONTRACTOR**

	<b>CASES OPENED</b>	<b>CASES CLOSED</b>	<b>ACTIVE CASES</b>	<b>ORDERS</b>
2014	521	428	689	165
2013	793	868	629	263
2012	790	735	702	202
2011	828	1,013	713	251
2010	851	770	869	326
2009	1,078	1,152	722	379

**ELECTRICAL**

	<b>CASES OPENED</b>	<b>CASES CLOSED</b>	<b>ACTIVE CASES</b>	<b>ORDERS</b>
2014	170	171	199	99
2013	284	286	177	112
2012	282	380	194	131
2011	243	321	333	91
2010	129	N/A	427	47
2009	188	N/A	388	26

**PLUMBING**

	<b>CASES OPENED</b>	<b>CASES CLOSED</b>	<b>ACTIVE CASES</b>	<b>ORDERS</b>
2014	101	116	96	34
2013	166	178	108	42
2012	177	173	115	45
2011	149	160	113	75
2010	114	N/A	112	101
2009	131	N/A	146	30

**MISCLASSIFICATION**

	<b>CASES OPENED</b>	<b>CASES CLOSED</b>	<b>ACTIVE CASES</b>	<b>ORDERS</b>
2014	185	132	170	100
2013	210	171	162	113
2012	186	274	128	154
2011	340	370	214	255
2010	255	N/A	196	214

**NERA ANNUAL MEETING ADOPTED BYLAWS August 4 - 5, 2014**

Attachment B

Item	Bylaws Page	Bylaws Currently Read	Proposed By	Adopted Bylaws Changes
1	Page 2	<p><b>ARTICLE III: GOALS</b> The member states recognize that reciprocity based on similar, complimentary, and interchangeable requirements without major exception:</p>	<p>Proposed email <b>8/09/2013</b> (MN) John Schultz. Agreed response to proposal received on <b>8/14/2013</b> from (MT) Jason Steffins, and (CO) Stephen Conrad. <b>8/05/14</b> Discussed and approved at Annual Meeting</p>	<p><b>ARTICLE III: GOALS</b> The member states recognize that <b>promote</b> reciprocity based on similar, complementary, and interchangeable requirements without major exception <b>to further the following goals:</b></p>
2	Page 3	<p><b>ARTICLE VI: MEMBERSHIP</b> Members will:</p> <ul style="list-style-type: none"> <li>• Support the Mission, Goals, and Purpose of the Alliance;</li> <li>• Appoint one voting member to represent the member state in a voting capacity at all meetings;                             <ul style="list-style-type: none"> <li>o The appointment will be made in writing by the member state to the Secretary;</li> <li>o If the member state chooses to terminate the appointment, the member state will notify the Secretary, in writing, of the termination and who is being appointed as a replacement within thirty (30) days after termination;</li> </ul> </li> </ul>	<p>Proposed <b>7/22/2014</b> by (TX) Brad Bowman and Jerry Daniel. <b>Tabled for consideration at next meeting.</b></p>	<p><b>ARTICLE VI: MEMBERSHIP</b></p> <ul style="list-style-type: none"> <li>o If the member state chooses to terminate the appointment, the member state will notify the Secretary, in writing, of the termination and who is being appointed as a replacement within thirty (30) days after termination;                             <ul style="list-style-type: none"> <li><b>o If the voting member cannot attend, the member may provide a written, signed proxy authorization on member state letterhead to the Secretary at the Annual Meeting or other called meetings, allowing an alternate representative of the voting member's state to carry out all duties of the actual voting member.</b></li> </ul> </li> </ul>
3	Page 3	<p><b>ARTICLE VII: MEMBERSHIP APPLICATION</b> Any state's electrical licensing or certification authority may make application to join the Alliance. Written request for membership may be made to the Secretary at any time on the application provided by the Alliance providing the reequesting state is sponsored by a amember state. The request should demonstrate to the member states that the applicant state's:</p>	<p>Proposed email <b>8/09/2013</b> (MN) John Schultz. Agreed response to proposal received on <b>8/14/2013</b> from (MT) Jason Steffins, and (CO) Stephen Conrad <b>8/05/14</b> Discussed and approved at Annual Meeting</p>	<p><b>ARTICLE VII: MEMBERSHIP APPLICATION</b> Any state's electrical licensing or certification authority may make application to join the Alliance. <b>The state making application must have a reciprocal agreement with at least one member state to be eligible for membership.</b> Written request for membership may be made to the Secretary at any time on the application provided by the Alliance. The request should demonstrate to the member states that the applicant state's:</p>

**NERA ANNUAL MEETING ADOPTED BYLAWS August 4 - 5, 2014**

4	Page 4	<p><b>ARTICLE VII: MEMBERSHIP APPLICATION</b> The Secretary will provide all voting members with a copy of the request for membership within thirty (30) days after receiving the request.</p>	<p><i>Proposed email 8/14/2013 by (MT) Jason Steffins, and agreed response received on 8/14/2013 from (CO) Stephen Conrad</i>  <b>8/05/14</b> Discussed and approved at Annual Meeting</p>	<p><b>ARTICLE VII: MEMBERSHIP APPLICATION</b> The Secretary will provide all voting members with a copy of the request for membership within thirty (30) days after receiving the request, <b>and at least 30 days prior to a regularly scheduled meeting.</b></p>
5	Page 4	<p><b>ARTICLE VII: MEMBERSHIP APPLICATION</b> The vote for membership will be by voice ballot and requires a 4/5 vote of the voting members present.</p>	<p><i>Proposed email 8/14/2013 by (MT) Jason Steffins, and (CO) Stephen Conrad</i>  <b>8/05/14</b> Discussed and approved at Annual Meeting</p>	<p><b>ARTICLE VII: MEMBERSHIP APPLICATION</b> The vote for membership will be by voice ballot and requires a 4/5 vote of the voting members present <b>and by absentee ballot by voting members not in attendance. Approval for membership requires a simple majority of the voting members.</b></p>
6	Page 4	<p><b>ARTICLE VII: MEMBERSHIP APPLICATION</b> If the vote passes, membership is immediately effective upon signature by the Chair. Within fifteen (15) days, the Secretary will forward a copy of the membership application to all voting members of the Alliance.</p>	<p><i>Proposed email 8/09/2013 (MN) John Schultz. Agreed response to proposal received on 8/14/2013 from (MT) Jason Steffins, and (CO) Stephen Conrad</i>  <b>8/05/14</b> Discussed and approved at Annual Meeting</p>	<p><b>ARTICLE VII: MEMBERSHIP APPLICATION</b> If the vote passes, membership is immediately effective upon signature by the Chair. Within fifteen (15) days, the Secretary will forward a copy of the membership application to <b>notify</b> all voting members of the Alliance <b>of the new member(s).</b></p>
7	Page 4	<p><b>ARTICLE IX: OFFICERS</b> The Officers will be: Chair, Vice-Chair, and Secretary. Their term of appointment may not exceed four consecutive years. The length of the initial appointment will be determined by the motion of appointment.</p>	<p><i>Proposed email 8/09/2013 (MN) John Schultz. Agreed response to proposal received on 8/14/2013 from (MT) Jason Steffins, and (CO) Stephen Conrad</i>  <b>8/05/14</b> Discussed and approved at Annual Meeting</p>	<p><b>ARTICLE IX: OFFICERS</b> The Officers will be: Chair, Vice-Chair, and Secretary. Their <b>The</b> term of <b>Chair and Vice-Chair</b> appointment may not exceed four consecutive years. The length of the initial appointment will be determined by the motion of appointment. <b>The terms of the officers begin and end thirty (30) days after the annual meeting.</b></p>

**NERA ANNUAL MEETING ADOPTED BYLAWS August 4 - 5, 2014**

8	Page 4	<p><b>ARTICLE IX: OFFICERS</b> The Officers will be determined as follows:                  Must be a voting representative of a member state; and                  Must be selected by a simple majority of the voting member representatives present at either a general or special meeting;</p>	<p><i>Proposed email 8/09/2013 (MN) John Schultz. Agreed response to proposal received on 8/14/2013 from (MT) Jason Steffins, and (CO) Stephen Conrad</i>  <b>8/05/14</b> Discussed and approved at Annual Meeting</p>	<p><b>ARTICLE IX: OFFICERS</b> The Officers will be determined as follows:                  Must be a voting representative of a member state; and                  Must be selected by a simple majority of the voting member representatives present at <del>either a general or special</del> <b>the annual</b> meeting;</p>
9	Page 4	<p><b>ARTICLE IX: OFFICERS</b> The Chair, Vice-Chair, or Secretary positions may come up for a vote, at a regularly scheduled general or special meeting, by a motion and second from any voting member representative in attendance. Any office that becomes vacant will be filled at or before the next scheduled meeting. The vote for appointment will be by voice ballot and requires a simple majority of voting member representatives present.</p>	<p><i>Proposed email 8/09/2013 (MN) John Schultz. Agreed response to proposal received on 8/14/2013 from (MT) Jason Steffins, and (CO) Stephen Conrad</i>  <b>8/05/14</b> Discussed and approved at Annual Meeting</p>	<p><b>ARTICLE IX: OFFICERS</b> The Chair, Vice-Chair, or Secretary positions <b>are held by the member state and filled by the member state's voting representative.</b> <del>may come up for a vote, at a regularly scheduled general or special meeting, by a motion and second from any voting member representative in attendance. Any office that becomes vacant will be filled at or before the next scheduled meeting.</del> The vote for appointment will be by voice ballot and requires a simple majority of voting member representatives present.</p>
10	Pages 4-5	<p><b>ARTICLE IX: OFFICERS</b> If voted out of office, he/she will immediately relinquish their position and a replacement will be elected. The replacement will immediately take the elected position and continue with the meeting, if appropriate.</p>	<p><i>Proposed email 8/09/2013 (MN) John Schultz. Agreed response to proposal received on 8/14/2013 from (MT) Jason Steffins, and (CO) Stephen Conrad</i>  <b>8/05/14</b> Discussed and approved at Annual Meeting</p>	<p><b>ARTICLE IX: OFFICERS</b> If voted out of office, he/she <del>the</del> <b>the officer</b> will immediately relinquish their <del>the</del> position and a replacement will be elected. The replacement will immediately take the elected position and continue with the meeting, if appropriate.</p>

**NERA ANNUAL MEETING ADOPTED BYLAWS August 4 - 5, 2014**

11	Page 5	<p><b>ARTICLE X: DUTIES OF OFFICERS</b> The Chair will:</p> <ul style="list-style-type: none"> <li>• Preside at all meetings, functions, and affairs of the Alliance and act as spokesperson for the Alliance outside of meetings;</li> <li>• Develop the agenda for the regular and special meetings based upon input from the member’s voting representatives;</li> <li>• Appoint all standing and special committee members and designate the Committee Chair for same;</li> <li>• Serve as Ex-officio member to all committees; and</li> <li>• Exercise supervision over all affairs of the Alliance.</li> </ul>	<p><i>Proposed email 8/09/2013 (MN) John Schultz. Agreed response to proposal received on 8/14/2013 from (MT) Jason Steffins, and (CO) Stephen Conrad 8/05/14 Discussed and approved at Annual Meeting</i></p>	<p><b>ARTICLE X: DUTIES OF OFFICERS</b> The Chair will:</p> <ul style="list-style-type: none"> <li>• Preside at all meetings, functions, and affairs of the Alliance <del>and act as spokesperson for the Alliance outside of meetings;</del></li> <li>• Develop the agenda for the regular and special meetings based upon input from the member’s voting representatives;</li> <li>• Appoint all standing and special committee members and designate the Committee Chair for same;</li> <li>• <b>Appoint a member to act as Secretary for the meeting in the Secretary's absence;</b></li> <li>• Serve as Ex-officio member to all committees; and</li> <li>• Exercise supervision over all affairs of the Alliance.</li> </ul>
12	Page 5	<p><b>ARTICLE X: DUTIES OF OFFICERS</b> The Vice-Chair will:</p> <ul style="list-style-type: none"> <li>• Be present at all meetings;</li> <li>• Have a working knowledge of all responsibilities of the Chair; and</li> <li>• In the event of the Chair's absence, be able to assume all responsibilities and functions of the Chair.</li> </ul>	<p><i>Proposed email 8/14/2013 by (MT) Jason Steffins, and (CO) Stephen Conrad 8/05/14 Discussed and approved at Annual Meeting</i></p>	<p><b>ARTICLE X: DUTIES OF OFFICERS</b> The Vice-Chair will:</p> <ul style="list-style-type: none"> <li>• <del>Be present at all meetings;</del></li> <li>• Have a working knowledge of all responsibilities of the Chair; and</li> <li>• In the event of the Chair's absence, be able to assume all responsibilities and functions of the Chair.</li> </ul>

**NERA ANNUAL MEETING ADOPTED BYLAWS August 4 - 5, 2014**

13	Page 5	<p><b>ARTICLE X: DUTIES OF OFFICERS</b> The Secretary will:</p> <ul style="list-style-type: none"> <li>• Be present at all meetings;</li> <li>• Keep a record of the Bylaws and any Alliance agreements or actions;</li> <li>• Keep a record of the minutes of all meetings and provide each member's voting representative with a draft copy of the minutes within thirty (30) days after a meeting;</li> <li>• Submit all information to the members' voting representatives one hundred twenty (120) days prior to the regular meeting for all business to be reviewed or acted on by the Alliance at a regular or special meeting.</li> <li>• Business information received after the prescribed on hundred twenty (120) day period, may be considered, if time permits or scheduled for the next regular or special meeting; and</li> <li>• In the event of the Chairs' and Vice-Chair's absence, be able to assume all responsibilities and functions of the Chair.</li> </ul>	<p><i>Proposed email 8/09/2013 (MN) John Schultz. Agreed response to proposal received on 8/14/2013 from (MT) Jason Steffins, and (CO) Stephen Conrad</i>  <b>8/05/14 Discussed and approved at Annual Meeting</b></p>	<p><b>ARTICLE X: DUTIES OF OFFICERS</b> The Secretary will:</p> <ul style="list-style-type: none"> <li>• <del>Be present at all meetings;</del></li> <li>• Keep a record of the Bylaws and any Alliance agreements or actions;</li> <li>• Keep a record of the minutes of all meetings and provide each member's voting representative with a draft copy of the minutes within thirty (30) days after a meeting;</li> <li>• Submit all information to the members' voting representatives one hundred twenty (120) days prior to the regular meeting for all business to be reviewed or acted on by the Alliance at a regular or special meeting.</li> <li>• Business information received after the prescribed one hundred twenty (120) day period, may be considered, if <del>time permits</del>, or scheduled for the next regular or special meeting; and</li> <li>• In the event of the Chairs' and Vice-Chair's absence, be able to assume all responsibilities and functions of the Chair.</li> </ul>
14	Page 5	<ul style="list-style-type: none"> <li>• In the event of the Chairs' and Vice-Chair's absence, be able to assume all responsibilities and functions of the Chair.</li> </ul>	<p><i>Proposed email 8/14/2013 by (MT) Jason Steffins, and (CO) Stephen Conrad</i>  <b>8/05/14 Discussed and approved at Annual Meeting</b></p>	<p><b>ARTICLE XI: MEETINGS</b>  Meeting location: ·</p> <ul style="list-style-type: none"> <li>• The annual <del>or quarterly</del> meeting location may come up for a vote, at a regularly scheduled meeting, by a motion and second from any voting member in attendance. The vote for meeting location will be by voice ballot and requires a simple majority vote of the voting members present.</li> <li>• Teleconferences or other appropriate meeting methods are allowed in lieu of a central meeting location for annual, <del>quarterly</del>, and special meetings.</li> </ul>

**NERA ANNUAL MEETING ADOPTED BYLAWS August 4 - 5, 2014**

15	Page 5	<p><b>ARTICLE XI: MEETINGS</b>                  The annual meeting will be held in August of each year. The annual meeting will be held in a member state. If the state, selected to host the annual meeting, is unable to perform that duty, the meeting location will be selected by a simple majority of the Officers and concurrence of the selected member state’s voting member. Quarterly meetings will be held in February, May, and November of each year.</p>	<p><i>Proposed email 8/14/2013 by (MT) Jason Steffins, and (CO) Stephen Conrad                  8/05/14 Discussed and approved at Annual Meeting</i></p>	<p><b>ARTICLE XI: MEETINGS</b>                  The annual meeting will be held in <b>between the months of August to October</b> of each year. The annual meeting will be held in a member state. If the state, selected to host the annual meeting, is unable to perform that duty, the meeting location will be selected by a simple majority of the Officers and concurrence of the selected member state’s voting member. <del>Quarterly meetings will be held in February, May, and November of each year.</del></p>
16	Page 5	<p><b>ARTICLE XI: MEETINGS</b>                  Special meetings may be called by the Chair, or Vice-Chair if the Chair is unavailable, from time to time, as the situation warrants. The Chair, or Vice-Chair, as appropriate, will determine the meeting location.</p>	<p><i>Proposed email 8/14/2013 by (MT) Jason Steffins, and (CO) Stephen Conrad                  8/05/14 Discussed and approved at Annual Meeting</i></p>	<p><b>ARTICLE XI: MEETINGS</b>                  Special meetings may be called by the Chair, or Vice-Chair if the Chair is unavailable, <del>from time to time</del>, as the situation warrants. The Chair, or Vice-Chair, as appropriate, will determine the meeting location.</p>
17	Page 6	<p><b>ARTICLE XII: PARLIAMENTARY AUTHORITY</b>                  All votes will be by voice ballot of the voting members present. When a voice ballot is questionable, the Chairman shall request a vote by the show of hands. Any voting member may request a call vote.</p>	<p><i>Proposed email 8/09/2013 (MN) John Schultz. Agreed response to proposal received on 8/14/2013 from (MT) Jason Steffins, and (CO) Stephen Conrad                  8/05/14 Discussed and approved at Annual Meeting</i></p>	<p><b>ARTICLE XII: PARLIAMENTARY AUTHORITY</b> <b>Except for votes regarding Alliance membership,</b>                  All votes will be by voice ballot of the voting members present. When a voice ballot is questionable, the Chairman shall request a vote by the show of hands. Any voting member may request a call vote. <b>Votes regarding Alliance membership may be by either voice or by absentee ballot.</b></p>
18	Page 6	<p><b>ARTICLE XIII: AMENDMENTS</b> The Bylaws may be amended by a 2/3 majority of the voting members provided the amendment has been read at the previous meeting or mailed to the voting members one hundred twenty (120) days prior to the meeting at which the voting will occur.</p>	<p><i>Proposed email 8/09/2013 (MN) John Schultz. Agreed response to proposal received on 8/14/2013 from (MT) Jason Steffins, and (CO) Stephen Conrad                  8/05/14 Discussed and approved at Annual Meeting</i></p>	<p><b>ARTICLE XIII: AMENDMENTS</b> The Bylaws may be amended by a 2/3 majority of the voting members provided the amendment has been read at the previous meeting or <b>submitted by mail or electronic ballot</b> <del>mailed</del> to the voting members one hundred twenty (120) days prior to the meeting at which the voting will occur.</p>

**NERA ANNUAL MEETING ADOPTED BYLAWS August 4 - 5, 2014**

19	Page 6	<p><b>ARTICLE XIV: TERMINATION OF MEMBERSHIP</b>                  The Alliance may terminate a member state's membership in the event the member state fails to: Appropriately participate in Alliance activities. Appropriate participation means attending meetings, submission of a report to the group, or other active participation, etc.; or otherwise fulfill the requirements of the Bylaws.</p>	<p><i>Proposed email 8/09/2013 (MN) John Schultz. Agreed response to proposal received on 8/14/2013 from (MT) Jason Steffins, and (CO) Stephen Conrad 8/05/14 Discussed and approved at Annual Meeting</i></p>	<p><b>ARTICLE XIV: TERMINATION OF MEMBERSHIP</b>                  The Alliance may terminate a member state's membership in the event the member state fails to:                  • Appropriately participate in Alliance activities. Appropriate participation means attending meetings, submission of a report to the group, or other active participation, etc.;</p> <p><b>• Maintain a reciprocal agreement with one or more member states;</b> or                  • Otherwise fulfill the requirements of the Bylaws.</p>
20	Page 6	<p><b>ARTICLE XIV: TERMINATION OF MEMBERSHIP</b>                  A motion to terminate membership may only be made at a regularly scheduled meeting. The Secretary will notify the state's voting member, in writing, of the motion and the reason for termination, including possible solutions, within fifteen (15) days after the motion. The vote for termination will be at the next regularly scheduled meeting following the motion. Termination is effective immediately upon a 4/5 vote of the voting members present. The state named in the motion has no vote.</p>	<p><i>Proposed email 8/09/2013 (MN) John Schultz. Agreed response to proposal received on 8/14/2013 from (MT) Jason Steffins, and (CO) Stephen Conrad 8/05/14 Discussed and approved at Annual Meeting</i></p>	<p><b>ARTICLE XIV: TERMINATION OF MEMBERSHIP</b>                  ...The vote for termination will be at the next regularly scheduled meeting following the motion. <b>The vote for termination will be by voice ballot of the voting members present and by absentee ballot by voting members not in attendance. Termination of membership requires a simple majority of the voting members.</b> Termination is effective immediately upon a 4/5 vote of the voting members present. The state named in the motion has no vote.</p>
21	Page 7	<p><b>ARTICLE XVII: RECORDS MAINTENANCE</b>                  Each member state will maintain permanent records of journeyman electricians which will document the applicant's qualifications, experience, education, examinations, and scores, for a period corresponding to the licensing state's record retention schedule.</p>	<p><i>Proposed email 8/09/2013 (MN) John Schultz. Agreed response to proposal received on 8/14/2013 from (MT) Jason Steffins, and (CO) Stephen Conrad 8/05/14 Discussed and approved at Annual Meeting</i></p>	<p><b>ARTICLE XVII: RECORDS MAINTENANCE</b>                  Each member state will maintain permanent records of journeyman electricians which will document the applicant's qualifications, experience, education, examinations, and scores, for a period corresponding to the licensing state's record retention schedule.</p>

# National Electrical Reciprocal Alliance (NERA) 2014 Annual Meeting Austin, Texas

## Minutes

**Day 1 - Monday, August 4<sup>th</sup>**

**Call to Order** The 2014 NERA Annual Meeting was called to order at 8:08 a.m. by Brad Bowman, Chairperson – General Counsel for the Texas Department of Licensing and Regulation

The following NERA Member States were present and represented by:

<b><u>Representative</u></b>	<b><u>State</u></b>
Al Nagel	Alaska
Steve Keys	Idaho
Brian Young	Iowa
Marcus “Sam” Sampson	Minnesota
Jason Steffins	Montana
Randy Anderson	Nebraska
Dean Sotirakopoulos	New Hampshire
James Schmidt	North Dakota
Joe Hutmacher	Oklahoma
Brad Bowman	Texas
Bradley Stevens	Utah
Bruce Trembath II	Wyoming

Introduction of Keith Bell by Brad Bowman

**Welcome** Keith Bell, Board Chairman for the Texas Electrical Safety and Licensing Advisory Board

Mr. Bell gave a brief introduction and spoke about reciprocity between the states. Also gave stats for Electricians licensed in Texas.

Introduction of William Kuntz by Brad Bowman

**Presentation** William Kuntz, Texas Department of Licensing and Regulation (TDLR) Executive Director, spoke on ***“Smaller, Smarter Government”***

Mr. Kuntz spoke about lower fees and other efficient method TDLR has. TDLR is creating a better climate for licensees and citizens by processing license applications electronically and having reciprocity with other states.

## **Review and Approval of 2013 Minutes** - Brad Bowman

Minutes from 2013 Annual Meeting were reviewed. **Iowa** noted a correction on Page 5; second sentence “\$ sign” should be stricken, add space, and highlight **Minnesota** for consistency. **Nebraska** also noted a correction on Page 2; last sentence should be legislative changes. A motion was made by **Alaska** and seconded by **Utah**. All others voted to approve the minutes as amended with these changes.

Introduction of Jerry Daniel by David Gonzales

**Overview of Agenda & Activities** Jerry Daniel, Texas Department of Licensing and Regulation, State of Texas Electrical Occupations and Code Specialist

Mr. Daniel discussed proposed Bylaws changes. Also he went over Agenda for 2014 NERA Conference and the activities scheduled. Mr. Daniel also discussed how it is important it is to get member states to volunteer for multiple upcoming years.

**Discussion** Jerry Daniel facilitated a discussion on the ***“Possibility of National Exam Development – Pros and Cons”***

State Journeyman Exams are already given nationally. **Iowa, Texas, New Hampshire, Wyoming, Utah** and **Oklahoma** have coordinated for exam administration capabilities in all 50 states. With some coordination amongst NERA Member States regarding job analyses, minimum standards of competency, and developing an exam question bank – a National Journeyman Exam seems possible. If implemented, taking a National Journeyman Exam would be an option for a Member State applicant seeking a Journeyman License; proof of passing the National Journeyman Exam could be submitted to any of the NERA Member States for licensure, in lieu of the individual member’s state exam.

**Texas** asked all representatives go back to their home state and explore the feasibility of developing a National Journeyman Exam. A few states had questions about specifics of a National Journeyman Exam and how it would impact their state requirements. Discussion clarified some confusion regarding a National Journeyman Exam as **not** being the same thing as a National Journeyman License; it is simply a vetted exam with questions agreed upon by all NERA Member States.

A motion was made by **New Hampshire** to create a National Exam Development Committee to conduct research and a feasibility study; **Minnesota** seconded the motion. All other members voted to approve the motion. Another motion was made to appoint **Texas**, with Jerry Daniel as the Chair, of the NERA National Exam Development Committee. All other members voted to approve the motion.

Volunteers to serve on the NERA National Exam Committee were **Utah, New Hampshire, Minnesota, Oklahoma, Nebraska, Iowa, Wyoming, North Dakota**, and **Texas**. It was decided to reduce the size of the group as follows:

**Texas** – Chair  
**Utah** – Secretary  
**New Hampshire**  
**Nebraska**

## Wyoming

Break @ 9:45 a.m.

### Reconvened at 10:00 a.m.

Introduction of David Gonzales by Jerry Daniel

**State Survey** David Gonzales Compliance Manager for TDLR requested that all member representatives complete the survey they were provided to update all contact information, include who to contact if there were legal questions about reciprocity issues, or licensing questions, in addition to the members and those in attendance. Members were asked to update the comparison questions regarding reciprocity, only if they had changed from existing information on the comparison spreadsheet. The following states were not present or did not provide an update: Arkansas, Colorado, Maine, New Mexico, and South Dakota.

**Focus Point** David Gonzales, Texas Department of Licensing and Regulations *“NERA Today and Tomorrow”*

Mr. Gonzales began by explaining all the work that goes into a NERA conference, and then recognizing Jerry Daniel, Beth Clare, and Larry Reichle for their help with this. Pointing out how Jerry Daniel had convinced the Texas Department of Licensing and Regulation (TDLR) of the potential benefits of participation in NERA and how it could facilitate improvements in the electrical trade nationwide. Portability of a license was a big deal for the State of Texas and the prospect of reciprocity alone is worth participation in NERA. To enable electricians who had demonstrated themselves competent/qualified by exam to perform work anywhere in Texas without the additional burden of multiple municipal exams was a great relief for Texas electricians. To open up the entire nation as a possible place of employment for competent/qualified electricians to support themselves and their families has the same merit. With the quality and number of state leaders in this room who regulate the electrical trade, this association has great opportunity to shape the future of the electrical industry in the nation.

Chairman Brad Bowman opened the floor to NERA Member States’ Representatives providing legislation and rule updates:

### **Member States Legislation and Rule Updates.**

**ALASKA** – Alaska spoke about big changes in contracting law. Legislation did away with the term “handyman” in their state. Now “handymen” are required to get a Contractor License beginning January 2015. Alaska thinks it will increase fines, while making a major impact. There is an exemption for this license requirement for jobs under \$2000.

**IDAHO** - Idaho adopted 2014 Code after skipping 2011 Code. It was effective July 1, 2014. AFCEC requirements are still in effect from 2005. No other new major developments.

**IOWA** - Iowa is having difficulty getting Rules through. They are attempting to get them approved and still need the city inspectors’ approval. Because the Rules sat at Governor’s Office for an extended

period of time, they are now are null and void. They are able to adopt 2014 National Electrical Code on January 2015. GFI receptacles are not required to be protected. Amend 220.12 – taking out verbiage. Iowa felt redundancy in 406.D4; also 210 12B- changes. Farming issues are still tabled at this time.

**NORTH DAKOTA** - NEC adopted on September 1, 2014. North Dakota has suspended NEC requirement. North Dakota contracted with the Davenport Group to develop more software for online applications. They are hoping to go live December 2014. North Dakota will be transferring old data to new system.

**MINNESOTA** – Minnesota has had a mini-session and was instructed to not do any major changes. They did the Plain Language Initiative. 2014 NEC were effective 7/2014, with no changes or comments. They also discussed the plans for the Minnesota Multi-Purpose stadium.

**TEXAS** - Texas has a legislative session every two years. No new changes right now other than rule changes to implement the new Journeyman Lineman law. Texas also helped address veterans coming back to work. Texas is giving credit for qualified military electrical experience for licensees.

**NEBRASKA** – Nebraska put it to the legislature that 480 volt and irrigations systems must be inspected, even if it is on a farm. The board took this to the Legislature in 2011 and 2012, even after ten deaths, it failed. It was presented to the Legislature again by a third party, individual. Nebraska adopted 2014 Code with no amendment's effective April 2014. The Legislature adopted it three months earlier, but it was implemented on April 2014. Now in Nebraska, any work on city property is exempt from state license and inspection.

**WYOMING** – Wyoming discussed the Light Fixture License. It allows for repair but not for replacement of fixtures. The changes are so anyone can replace a bulb now. Board is supposed to “slim” down the Rules. Wyoming is not sure what can be done just yet. There is a committee in line to redo the Rules. Not much happening in the Legislative session in Wyoming. They adopted and enforced NEC process on July 1, 2014.

**NEW HAMPSHIRE** - New Hampshire cannot adopt any new codes, only amend them at this time. They adopted the NEC process and it should begin January 1, 2015. The Board changed Continuing Education from a three-year requirement to 15 hours by a licensee birthday every three years. Also, New Hampshire requires a restructure of test for Journeymen and Master Electrician.

**OKLAHOMA** - Oklahoma had no major changes in the law. Mostly housekeeping and clerical clean up. CIB Act Umbrella – soldiers or their spouses can pick up their license within a year without any charges to them. 2014 Code, if adopted, will be in November 2015. Adopted OK Uniform Building Code. Definition in their rules of what is considered experience.

**MONTANA** – Montana adopted NEC on July 15, 2014.

### **Nominations for New Members and Officers**

**Texas** nominates **New Mexico** for 2015 NERA Annual Meeting. **Minnesota** proposes to do the 2016 NERA Annual Meeting. **Idaho** proposes to do 2017 NERA Annual Meeting. **NFPA** would like to possibly get an eastern state for 2018 to provide NEC training. The group discussed not having the Annual

Meeting during the first week of August every year. They would like to have flexibility between August and October for future meetings. A motion was made by **New Hampshire** to approve next three Annual Meetings as proposed and **Nebraska** seconded. The motion carried with no one opposed.

**Texas** asked if the membership had any suggestions for new member state nominations. Members offered the following states as potential new members:

- Alabama
- Virginia
- Kentucky
- Wisconsin
- California
- Washington
- Oregon

**Nebraska** wants other states to meet their baseline when it comes to licensees. Lynn Latombe, Assistant General Counsel for **Texas**, offered to draft letters to other states to try to get them to join NERA. Jerry Daniel of **Texas** will start networking with other states to have them on the Agenda in February. **Oklahoma** talked about changes and standards that are different, so to include them in the letter to other states. It was also suggested that NERA have a logo. **Texas** offered to help with this project. There were questions asked about the requirements from other states, **Texas** staff was able to answer them.

**Wyoming** nominated member state **New Mexico** as the upcoming host for the 2015 NERA Annual Meeting, which carries with it the role of 2015 Chairperson for New Mexico's Representative Kelly Hunt. **New Hampshire** seconded the motion, and the motion carried with none opposed.

**Texas** nominated member state **Minnesota** to serve as the new Vice-Chairman for the 2015 NERA Annual Meeting. The motion was seconded, and carried with none opposed. This means that the member state Minnesota will host the 2016 NERA Annual Meeting, with Minnesota's Representative Sam Sampson, carrying out the role of Chairperson for 2016.

**Minnesota** nominated member state **North Dakota** to serve as the new Secretary for 2015 NERA Annual Meeting, with North Dakota's Representative James Schmidt serving in that role. The motion was seconded by **Montana**, and carried with none opposed. Ashley Windhorst has provided past assistance in keeping the NERA records with James.

### **Lunch 12:00pm – 1:30pm**

### **Reconvene at 1:30pm**

**Presentation and Q&A** - Ray Pizarro, Texas Department of Licensing and Regulation Director of Education and Examinations spoke on ***"Texas Electrical Examinations, Testing, and Psychometrics"***

Mr. Pizarro discussed the function of TDLR instrumental role of people obtaining a license and the 6,200 exams for Texas electricians a year. Ray spoke about utilizing technology to be efficient, by administering the exam thru PSI. He discussed the importance of reviewing the exam stats to improve testing. The exam is designed with the help of volunteer Subject Matter Experts from all over Texas.

Testing is designed to show that they not only know the subject, but that the applicants are mentally competent. TDLR writes in plain speak wording for documents to the public, which includes plain speak for applications. When a person finishes the exam, they are given the score and also a strength and weakness report before leaving PSI. If they pass the exam, they will have their license sent to them the next day in the form of a card. Members asked questions about TDLR process and testing. Staff addressed the questions.

### **Break @ 2:25 pm**

### **Reconvene at 3:00pm**

#### **Old Business**

##### **Discussion of Using Web-based Information Exchange for Reciprocity**

**Texas** stressed the importance of using the NERA box online. **Nebraska** asked that when people go back to their home states that they please let users know what we talked about. Placing notes in NERA box online helps and even though not much had changed, wanted to explain what the NERA system does. **Nebraska** also suggested that we give other states 30-day notice if they don't respond to using the Multi-state Agreement Site. **North Dakota** commented on what a great system it is, but that it is only as accurate as the person who updates it. **North Dakota** said to make sure to update accurate info, and that some states are not responding to requests and that is an issue. **North Dakota** mentioned that **Maine** needs to respond better because states are having to fax a verification form instead of using the site. This causes delays for the licensee. **Oklahoma** has found people trying to abuse the site; discussed that licensees have been found to be providing fake documents or altering documents to obtain a license.

##### **Discussion of Continuing Education Requirements as They Affect Traveling Journeyman and Agencies**

**Minnesota** can accept Continuing Education credit if it's approved by **Minnesota** first. If you are an approved provider, it is your responsibility to enter the information into the system. **Iowa** created a template to enter in Continuing Education Credit. If it is not filled out correctly, then it is not accepted. **Iowa** offered to send the template to any state that wants to review it and possibly use it. All member states except **Colorado** accept online Continuing Education classes.

### **Recess to Reconvene at 8 a.m. on 8/5/14**

# National Electrical Reciprocal Alliance (NERA) 2014 Annual Meeting Austin, Texas

## Minutes

Day 2 – Tuesday, August 5, 2014

Brad Bowman Reconvened and Call to Order NERA Annual Meeting Day 2 at 8 a.m. – The agenda was reviewed by Brad Bowman, and then he introduced Jim Narva for the NASFM Safety Presentation.

### NASFM Safety Presentation

Jim Narva - President of the National Association of State Fire Marshals was introduced and then he gave the floor to Jeff Soechting, National Sales Manager for Ward Manufacturing for a presentation about CSST. He defined CSST “Corrugated Stainless Steel Tubing Gas Lines” and what to do if this is found. Jeff discussed differences between the current Fire Code and the previous one. His purpose in addressing the group was to spotlight [www.CSSTsafety.com](http://www.CSSTsafety.com) which is available for homeowners and consumers. Members had questions and disagreements with the premise that electricians should be involved in the fixing of this problem, suggesting that with the legalities and accountability issues should go back to the manufacturer to fix.

### Discussion of Bylaw Changes

Bylaws changes require a 120 day notice; the Annual Meeting met the quorum requirement with 12 of the 17 NERA states represented. It was noted that the Bylaws should be updated and that proposed changes had been submitted in August of 2013, and could be voted on in current meeting. Clerical updates were made to the document. One newly proposed Bylaw, regarding a proxy authorization, was tabled for consideration at the next meeting because it had not satisfied the 120-day notice to members. The following proposed changes to the Articles of the Bylaws met the 120-day notice to members and were discussed, tweaked, and approved for adoption:

- Article III: Goals
- Article VII: Membership Application
- Article IX: Officers
- Article X: Duties of Officers
- Article XI: Meetings
- Article XII: Parliamentary Authority
- Article XIII: Amendments
- Article XIV: Termination of Membership
- Article XVII: Records Maintenance

A motion was made to accept the newly proposed Bylaw amendments from this 2014 NERA Annual Meeting for presentation and consideration by member states prior to the 2015 February Special Meeting; no one opposed it.

**Break @ 10:00 a.m.**

### Reconvene at 10:20 a.m.

A motion was made by **New Hampshire** and seconded to approve the Bylaws as discussed and proposed on March 19, 2014, and originally distributed for comment on or about 8/09/2013, (except for item #2 which did not meet the 120-day member notification requirement). The motion carried with no one opposed. The two-thirds members required to approve the changes was met. **North Dakota** stated that they will send the updates to the members and post them on the NERA website. **North Dakota** would like each state to send their link to their state agency to update on the NERA website.

### Possible Agenda Items for next NERA Conference

Possible Agenda items for the next conference include:

- A report from the National Journeyman Development Exam Committee
- Voting on the proposed Bylaw changes for the proxy vote
- Member Host State selection and details for the 2018 NERA Annual Meeting
- Discussion and acceptance of possible new member states

### Discussion of February Teleconference

It was decided that since **New Mexico** will organize the February Teleconference, they will decide the date and time.

### General Questions and Discussion on Photo Voltaic Issues

**Iowa** stated that they are seeing a lot of PV system installation; they asked how other states are viewing these, if they are off grid. **Wyoming** stated that they must have a licensed electrician if a utility is involved. **Montana** is starting to do building permit for a solar; they consider 90 volts and over as electrical work. **Nebraska** stated they look at anything interconnected, which must be inspected by the state. **New Hampshire** stated it depended on the type of frame; for example, if it is a metallic frame, a licensed electrician is required to do an inspection. Inspections are done on a city-by-city basis. **Minnesota** stated it depends on what type of supporting structure you have. **Texas** stated a licensed electrical contractor and licensed electrician are required, whether is tied to the grid or off grid. **Idaho** stated they require the same as **Texas**. **North Dakota** stated that if it involves heat, light, power, or fire alarm they will inspect it. **Utah** stated it depended on where it is built and what type of grid is used. **Iowa** stated that if it is beyond plug and play, then a licensed electrician is required

There was some discussion on POE lighting – Power of Ethernet. Some states require a license for this while others do not due to low voltage.

Member state representatives showed appreciation to Texas and TDLR for hosting the 2014 NERA Annual Meeting, and thanked Jerry Daniel and staff for being such gracious hosts.

### Adjournment of NERA 2014 Annual Meeting @ 10:40 am

# Reciprocal Licenses

---

Journeyman A Electrician	7/1/09-6/30/10	7/1/10 – 6/30/11	7/1/11 – 6/30/12	7/1/12 – 6/30/13	7/1/13 – 6/30/14
Alaska		2	1	4	3
Arkansas	2		4	7	7
Colorado	8	4	12	11	5
Idaho					
Iowa			10	4	10
Montana		1	1	3	2
Nebraska	15	10	8	6	12
New Hampshire					
New Mexico					
North Dakota	50	43	53	42	54
Oklahoma	1	2	1		
South Dakota	11	35	16	56	20
Utah		2			
Washington	1				
Wyoming		3	12	4	4

Master A Electrician	7/1/09-6/30/10	7/1/10 – 6/30/11	7/1/11 – 6/30/12	7/1/12 – 6/30/13	7/1/13 – 6/30/14
Iowa		1	8	6	8
Nebraska	13	6	3	10	16
North Dakota	18	17	13	26	18
South Dakota	5	11	4	8	11

# IBEW LOCAL 110

Affiliated with the AFL-CIO



**Jamie M. McNamara**

BUSINESS MANAGER  
FINANCIAL SECRETARY

1330 Conway Street  
Suite 110  
St. Paul, Minnesota 55106

651-776-4239  
Fax: 651-772-8795  
www.ibew110.org

Referral Office  
651-776-4239 ext. 740  
Fax: 651-772-8794

S  3

September 2, 2014

Board of Electricity  
443 Lafayette Road N  
St. Paul, MN 55155

Re: Electrical reciprocity with Wisconsin

Dear Board of Electricity:

I am concerned about the contemplation of journeyman reciprocity with Wisconsin. I did work for the city of St. Paul for over fifteen years as an Electrical Inspector, and in that time I encountered numerous Electrical workers from Wisconsin, some were licensed and others were not. It was obvious that the licensed Electrical workers from Wisconsin did not have the Electrical code knowledge equivalent to a Minnesota licensed Electrical worker. It would not be in Minnesota's best interest to give an Electrical worker from Wisconsin a Minnesota Electrical license through reciprocity, it would be compromising on safety.

If you have any questions, please feel free to contact me at 651-776-4239 ext. 711.

Sincerely,

Jamie M. McNamara  
Business Manager/Financial Secretary  
IBEW Local 110

JMM/al  
opeiu#12