

Meeting Minutes: Board of High-Pressure Piping Systems

Date: October 14, 2021
Time: 10:00 a.m.
Minutes by: Lyndy Logan
Location: WebEx Event

Members Present

1. Aubrey Archer
2. Kyle Bain – Vice-Chair
3. Todd Green – CO’s Designee
4. Nirmal Jain
5. Mark Kincs
6. Matt Marquis – Secretary
7. Pat McCullough
8. Jake Pettit
9. Kent Spaulding
10. Roger Thein
11. Mark Worms – Chair

DLI Staff & Visitors

Roslyn Robertson (DLI Commissioner)
Jeff Lebowski (Gen. Counsel, DLI)
Brittany Wysokinski (Gen. Counsel, DLI)
Lyndy Logan (DLI)
Gary Thaden (NECA/MMCA/SMACNA)

Members Absent

None

1. Call to Order

- A. Roll Call – the meeting was called to order at 10:00 a.m. by Chair Worms and roll call was completed by the Secretary – a quorum was met with 11 of 11 voting members present electronically.
- B. Announcements/Introductions
 - **Remote Meeting Statement from Chair Worms:** Thank you for joining this remote meeting via WebEx. As the board chair, I have determined today’s meeting is via the WebEx platform due to the COVID-19 pandemic. Per Minnesota Statutes, section 13D.021, of the Open Meeting Law, electronic meetings are acceptable when an in-person meeting is “not practical or prudent because of a health pandemic or an emergency declared under Chapter 12.” It is not practical or prudent to hold an in-person meeting because, consistent with MDH guidance, the usual meeting place is not open to the public due to the COVID-19 pandemic.
 - Board members and attendees present on this WebEx are able to hear all discussions.
 - All handouts discussed and WebEx instructions are posted on the Board’s website at: <https://www.dli.mn.gov/about-department/boards-and-councils/board-high-pressure-piping-systems>
 - All votes will be by roll call.
- C. WebEx instruction /procedures were read aloud.

2. **Approval of Meeting Agenda**

A motion was made by Marquis, seconded by Pettit, to approve the agenda as presented. The roll call vote was unanimous with 11 votes in favor; the motion carried.

3. **Approval of Previous Meeting Minutes**

A motion was made by Marquis, seconded by Spalding, to approve the July 8, 2021, meeting minutes with a revision to item C. Code Publications Updated to read “Green said ASSME...” The roll call vote was unanimous with 11 votes in favor; the motion carried.

4. **Approval of Expense Reports**

Electronic expense reports will be sent by Lyndy to Financial Services for payment.

5. **Regular Business**

A. Licensing and permitting

- The Licensing system is due to launch in iMS next July, the same system used for permitting and plan review applications.
- Currently looking for a vendor to provide plastic, hard-card licenses.

6. **Special Business**

A. Code Publications Update

Green said the IAR2 was published; therefore, the Board can proceed with the rulemaking process.

7. **Complaints**

Nothing brought forth

8. **Open Forum**

No discussion

9. **Board Discussion**

- Marquis asked what Green needed from members in order to start the rulemaking process.
- Lebowski said that Brittany Wysokinski would be handling the rulemaking process.
- Green said that he hopes to have electronic code copies available to Committee members within the next two weeks and hard copies will be mailed to members.
- Lebowski said a Resolution to take all steps necessary to formally start the rulemaking process would take place at the January meeting. Prior to this, each Committee member should be reviewing all changes.

10. **Announcements**

Next regularly scheduled 2020 meeting – 10:00 a.m. Thursday, Location/WebEx – TBD

- January 13, 2022
- April 14, 2022
- July 14, 2022
- October 13, 2022

11. Adjournment

A motion made by Marquis, seconded by Pettit, to adjourn the meeting at 10:25 a.m. The roll call vote was unanimous with 11 votes in favor; the motion carried.

Respectfully Submitted,

Matthew Marquis

Matthew Marquis

Secretary