

Board of High Pressure Piping Systems
Meeting Minutes
March 6, 2008
Minnesota Room – Department of Labor and Industry
443 Lafayette Road North, Saint Paul
DLI.CCLDBOARDS@State.MN.US

Members Present:

Mark Geisenhof
David Grong
Larry Jordan
Jim Andrie
Bob Bastianelli
Mark Kinca
Maureen Hanson
Vicki Sandberg
Pat Galatz
Larry Stevens, Jr.
Therese Bozicevich
Tom Joachim (DLI Commissioner's designee)

Staff Present:

John Schultz
Todd Green
Wendy Legge
Annette Trnka

Visitors:

Phil Raines

Members Absent:

Peg Larsen

I. Call To Order

The meeting was called to order by Chair Larry Jordan at 12:57 p.m.

II. Approval of Meeting Agenda

Galatz moved to accept the Agenda, seconded by Sandberg. The vote was unanimous and the motion passed. A motion was made by Andrie, seconded by Sandberg to amend the Agenda to include the "Clean Up Bill," House File number 3034. The vote was unanimous and the motion passed.

III. Approval of Previous Meeting Minutes

Grong moved to approve previous minutes, seconded by Bozicevich. The vote was unanimous and the motion passed.

IV. Regular Business

A. Approval of Expense Reports

- i. The Chair declared the expense reports and Per Diems in order.

V. Special Business

A. By-law Amendments

- i. Sandberg moved, seconded by Bozicevich to add the words “For The Board” under Section VII, “Parliamentary Authority.” The vote was unanimous and the motion passed.

VI. Committee Reports

A. Sub-committees Reports

i. Licensing Committee

- a. The Committee discussed the annual registration of unlicensed individuals and how the unlicensed individual interacted with the apprentice and also the elimination of “Trainee” as a title. Wendy Legge will prepare a draft for the next Committee meeting of the definition of “Direct Supervision” and that will be part of the next Agenda. The Committee will be reviewing what Electrical and Plumbing are doing with the direct supervision of unlicensed individuals. Wendy Legge spoke on the fact that if the Legislature gives new rulemaking authority, the rules have to be proposed and published as proposed rules within 18 months of the effective date of the new authority. The new rulemaking authority for the Board of HPPS might be the rules regarding the registration of unlicensed individuals. The Dual Notice for anything in this category might need to be published by December, 2008. It is therefore recommended that any proposed rules for the registration of unlicensed individuals be drafted first. Based on the Committee’s discussion in their meeting, Wendy Legge is going to prepare some draft revisions for the next Committee meeting. The Legislature also repealed the Rule on definitions. The Committees can propose new definitions and it can be put in a new Rule section called “Definitions,” including such definitions as “Bio-Process Piping,” etc. Therefore each Committee should determine which definitions they would like to propose so that they can all be done at the same time in a new section of definitions. Wendy also suggested that the proposed rules should be ready for presentation at the September, 2008 Board meeting.

ii. Ammonia Committee

- a. Grong, Andrie and Galatz discussed the sections of the Minnesota code which cross references with other national standards. ANSI IIR-2 duplicates much of the code and the Committee’s plan is to research what the origin of the Minnesota Code is and to look at other outside references.

iii. Bio-Processing Committee

- a. The Committee has a recommendation for the Board of HPPS regarding a definition of “Bio-Process Piping.” The Committee, consisting of Sandberg, Andrie and Hanson. There was a motion made and seconded and passed by the Committee that the definition of “Bio-Process Piping Systems” means “Piping and equipment utilizing living organisms for medical, research or pharmaceutical purposes and shall meet the ASME BPEA 2004 requirement in the Bio-Process Equipment Standard, adopted by the American Society of Mechanical Engineers and doesn’t include process piping used to make bio food products or treat waste.” Wendy Legge suggested that the wording be drafted in Rule format for presentation to the Board at the next meeting, as it’s really two rules. One is a

definition and one is a requirement that the bio-process piping comply with. Wendy suggested that the Board decide what policy direction the Board wants to pursue in terms of adopting requirements for bio-process piping and that the definition of bio-process piping. Chair stated it would be added to the April Board meeting agenda.

- iv. Welding Committee
 - a. The Committee consists of Bozicevich, Stevens, Grong and Galatz. The Code is being reviewed to determine if the code can be changed from specifying code from the Ammonia Welding and the Steam Welding over to High Pressure Piping Systems.
- v. Steam Committee
 - a. The Committee consisted of Bastianelli, Jordan, Geisenhof and Kinca. The Committee is going to determine the parts of the Steam Code that are specific to Minnesota and what isn't covered by the international codes.

A motion was made by Andrie, seconded by Stevens to accept the Committee reports. The vote was unanimous and the motion passed.

VII. Complaints - None

VIII. Open Forum

Wendy Legge spoke regarding the use of e-mails between Board Members. It's acceptable to have e-mails between Board Members as long as no decisions are made, and the use of e-mail is not so as to avoid having a public meeting. All e-mail between Board Members is public. Wendy suggested that there be a designated person to keep a copy of all e-mails between Board Members regarding Board business to comply with the Data Practices Laws, should someone make a request for a copy of the e-mails. Annette Trnka will be the caretaker of the e-mails and it is requested that all e-mails sent between Board Members on Board business to copy Annette in those e-mails for record keeping. Lastly, if one interested party is copied on an e-mail, all interested parties should be copied so as to treat everyone the same. The Interested Parties list was earlier distributed to the Board Members for implementation.

The next issue discussed by Wendy was participation of Board Members by telephone. Under the statute, if a Board Member participates by telephone, the members of the public must also be given the opportunity to participate by telephone. It is suggested that should a Board Member want to participate by telephone, that request be made at least 20 days in advance, so as to post notification to members of the public. The public will then have up to 10 days before the meeting to request participation in order to set up the conference lines and notification can be made of a Special Meeting.

Wendy then discussed House File Number 3034, the "Clean Up Bill," and pointed out the changes that pertain to High Pressure Piping Code, most of which are grammatical corrections.

A motion was made by Hanson, seconded by Stevens to add a policy regarding e-mails and telephone conferences. The vote was unanimous and the motion passed.

Joachim then spoke on Legislation that is meant to create two more Boards, and they have some conflicting information that may cause some conflicts with the current High Pressure Piping Board, Plumbing Board and Board of Electricity. The first Bill being introduced is House File number 3828,

the Board of Residential Construction. Joachim summarized the Bill, stating it is to establish a Board to adopt the residential building code, energy code and mechanical code for the State of Minnesota. This Board would have provisions for continuing education for all of the Boards, including High Pressure Piping and as of right now, the only Board that has authority over continuing education for their area is the Board of Electricity. Joachim stated that if this Bill goes forward, the Department of Labor and Industry will track it, as it will need correcting if it continues to go forward. The Authors for this Bill for the House are Hosch, Atkins, Mahoney, and Nelson. It has not yet been introduced on the Senate side.

Joachim then discussed House File 3826, the companion document is Senate File 3541, the Board of Thermal System insulation, which would include piping insulation and ducting insulation in commercial/industrial applications. This Board would regulate and license insulation installers. The make up of the Board members was reviewed. The Authors for the House are Davnie, Anzelc, Hornstein, Knuth and Mahoney. The Author for the Senate is Senator Metzen.

X. Announcements

- a. Next Regularly Scheduled Meeting
 - i. April 2, 2008 – Minnesota Room, DLI. Administration, Ammonia and Licensing sub-committees to meet at 8:00 a.m. Bio-Processing, Welding and Steam sub-committees to meet at 10:00 a.m. Board meeting to start at 1:00 p.m.
 - ii. May 1, 2008 – Minnesota Room, DLI. Administration, Ammonia and Licensing sub-committees to meet at 8:00 a.m. Bio-Processing, Welding and Steam sub-committees to meet at 10:00 a.m. Board meeting to start at 1:00 p.m.

XI. Adjournment

A motion was made by Galatz, seconded by Sandberg to adjourn the meeting. All voted in favor and the motion passed. Meeting adjourned at 1:45 p.m.

Respectfully Submitted,

Bob Bastianelli

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