

Board of High Pressure Piping Systems
Meeting Minutes
November 16, 2007
Minnesota Room – Department of Labor and Industry
443 Lafayette Road North, Saint Paul
dli.cclboards@state.mn.us

Members Present:

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

Members Absent:

David Grong

Staff Present:

John Schultz
Julie Klejewski
Wendy Legge
Todd Green
Kevin Wilkins
Charlie Durenberger
John Rajkowski
Steve Sviggum

Visitors:

Gary Thaden
Meghan Shea
Steve Pettersen
Matthew Lemke
Bob Heise

I. Call To Order – John Schultz

The meeting was called to order by John Schultz at 10:03 a.m., who stated that he would be conducting the meeting until the Officers are elected.

John Schultz then turned the meeting over to Commissioner Steve Sviggum who welcomed the Members.

II. Approval of Meeting Agenda

John Schultz resumed and a motion was made and seconded to approve the meeting agenda. All voted in favor and the motion was passed.

III. Approval of Previous Meeting Minutes

There are no previous Minutes to approve.

IV. Regular Business – John Schultz

a. Presentation of Board Information, Responsibilities, Authorities

i. Legal issues, General Board Information

This information can be provided to you in alternative formats (Braille, large print or audio tape).

Wendy Legge introduced herself as the primary attorney in the unit serving the High Pressure Piping (HPP) Board. Referring to the Memo from Wendy Legge included in all Member's packets, dated August 6, 2007, and the contents were reviewed.

ii. Overview of Rulemaking Process

Wendy Legge reviewed the document titled "Summary of Rulemaking Process," dated November 16, 2007 and also the document titled "Request For Comments," dated April 24, 2006 and referenced the latest copy of the Draft Rule.

John Schultz asked for questions, of which there were none.

iii. Review of Board Powers, Authority and Responsibilities

Wendy Legge referred to the document titled "Office Memorandum," dated August 8, 2007, with the subject "Powers and Duties of the Board of High Pressure Piping Systems," and the contents were reviewed.

V. Special Order of Business

a. Election of Officers

The Commissioner's designee presides over the elections of all three Officers. At that point, the Chair will take over. Each of the Officers are elected individually and there can be any number of nominations for each one of the Officers. The duties of the Chair are: The Chair shall preside at the Board meetings, appoint Committees, correspond on behalf of the Board, develop the Meeting Agenda and act as a Board Liaison with the Department of Labor and Industry regarding Board functions. The duties of the Vice-Chair are to assume the duties of the Chair in the Chair's absence and assume the duties of the Secretary in the Secretary's absence. The duties of the Secretary are to ensure that accurate notes of all Board Meeting proceedings are taken and Meeting Minutes are created and presented for Board approval at the next Board Meeting and to provide the presiding Officer and membership with exact wording of all motions.

- i. Nominations were opened for Chair. Larry Jordan was nominated. There were no other nominations. Nominations were closed and a vote was taken. Larry Jordan was voted unanimously as Chair.
- ii. Nominations were opened for Vice-Chair. Vicky Sandberg was nominated. There were no other nominations. Nominations were closed and a vote was taken. Vicky Sandberg was voted unanimously as Vice-Chair.
- iii. Nominations were opened for Secretary. Bob Bastianelli was nominated. There were no other nominations. Nominations were closed and a vote was taken. Bob Bastianelli was voted unanimously as Secretary.

Larry Jordan presided over the remainder of the meeting.

b. Adoption of By-Laws

Larry Jordan asked if there were any changes to Page 1 through Page 4 of the By-Laws or would the Board accept as submitted. No changes were suggested.

A motion was made to have a line added regarding "End Debate." A motion, which was seconded, was made to accept the Friendly Amendments. A vote was taken and it was passed unanimously. No further discussion of Page 5 of the By-Laws.

Page 6 of the By-Laws – Article 8, delete “held,” and add in “or perform other duties.” Motion and seconded. Unanimously passed. No further discussion of Page 6.

c. Publish Request For Comments regarding possible Amendment to Minnesota Rules Chapter 5230, Code for Power Piping Systems.

The Motion has been made to take “C” and “D” and make it one Request for Comments (Chapter 5230) and authorize the Chair to sign it. The vote was taken and passed unanimously.

d. Publish Request For Comments regarding possible Amendment to Minnesota Rules Chapter 5230 regarding Registration of Unlicensed Workers.

See the paragraph of item c.

e. Appointment of CCAC Member.

Larry Jordan asked if there were any volunteers to represent the High Pressure Piping Board on the Construction Codes Advisory Council. Larry Stevens and Bob Bastianelli volunteered. It was put to a vote and the vote was 8 votes for Larry Stevens to be the representative on the CCAC.

VI. Committee Reports

Tom Joachim asked if the Board wants a subcommittee to review HPP Rules, to review them and report back to the full Board. It was decided to discuss this issue at the next meeting. Wendy Legge stated that if a subcommittee is wanted, it will have to be put in the By-Laws. Larry Jordan stated it will be added to the Agenda for the next meeting.

VII. Complaints

Tom Joachim stated that if the Board receives complaints, it will be forwarded to the Board. If the Commissioner gets any complaints, depending on how it’s processed and who it’s written to, the Complaints may be forwarded to the Board.

VIII. Open Forum

Larry Jordan asked if there were any issues for open forum. There were none.

IX. Board Discussion

Larry Jordan asked if there were any issues for Board discussion. There were none.

X. Announcements

The next regularly scheduled meeting is: Monday, December 17 at 1:30 p.m. It was decided to set the next meeting following at that date and time.

Tom Joachim proposed getting Members a copy of the Proposed Rules, changes, etc. John Schultz stated he will e-mail the Board the new statutes and provisions out of Chapter 140 of the Session Laws.

Wendy Legge said that if anyone is thinking of proposing a By-Law Amendment, (such as an Amendment regarding Committees) they are welcome to contact her for help writing the proposed language.

Expense account sheets were discussed and it was stated the Department of Labor and Industry can e-mail those sheets and also the Commissioner's plan, which it follows.

XI. Adjournment

A motion was made and seconded to adjourn the meeting at 11:52 a.m. All voted in favor and the motion passed.

Respectfully Submitted,

Bob Bastianelli

Bob Bastianelli