

# Meeting Minutes: Board of Electricity

Date: Jan. 27, 2025 (rescheduled from Jan. 14, 2025)  
Time: 9:00 a.m.  
Location: DLI, 443 Lafayette Road No., St. Paul, MN 55155 | WebEx | Phone

## **Members present**

1. Alfreda Daniels Juasemai – WebEx
2. Keith Colvard
3. Thomas Fletcher – WebEx
4. Cole Funseth – WebEx
5. Sarah Gudmunson
6. Steve Haiby
7. Jeff Heimerl – WebEx
8. Duane Hendricks (Chair)
9. Dean Hunter (CO's Designee)
10. Travis Thul – WebEx
11. Trevor Turek (Vice Chair)
12. Desiree Weigel (Secretary)

## **Members absent**

None

## **DLI staff & visitors**

Jeff Lebowski (Board Counsel)  
Lyndy Logan (DLI)  
Daniel Becker (DLI) – WebEx  
Steve Dudley (DLI) – WebEx  
Todd Green (DLI)  
Mark Hunter (DLI)  
Scott Higgins (DLI)  
John McNamara (DLI)  
Sean O'Neil (DLI)  
Clara Albert (Electrical Association)  
Megan Fink (Electrical Association)  
David Fisch (MNESTA)  
David Shaptala (City of Coon Rapids)  
Gary Thaden (NECA)

## **1. Call to Order**

- A. **Roll Call:** Chair Hendricks called the meeting to order at 9:02 a.m. Secretary Weigel took roll call and a quorum was declared with 12 of 12 voting members.
- B. **Announcements/Introductions – Chair Hendricks**
  - Everyone present in person and remotely can hear all discussions.
  - All votes will be taken by roll call if any member is attending remotely.
  - All handouts discussed and WebEx instructions are posted on the [Board's website](#).
- C. WebEx instructions/procedures were explained.

## **2. Approval of Meeting Agenda**

A motion was made by Haiby, seconded by Heimerl, to approve the agenda as presented. The roll call vote was unanimous with 12 votes in favor of the motion; the motion carried.

## **3. Approval of Previous Meeting Minutes**

A motion was made by Colvard, seconded by Gudmunson, to approve the Oct. 8, 2024, regular meeting minutes as presented. The roll call vote was unanimous with 12 votes in favor of the motion; the motion carried.

## **4. Regular Business**

- A. **Expense Approval** – Expense reports will be forwarded to Financial Services for payment.
- B. **Enforcement & licensing update** – Sean O'Neil
  - Electrical Enforcement Actions can be found on the department's website at:  
<http://www.dli.mn.gov/business/electrical-contractors/electrical-enforcement-actions>.

- **Licensing Unit/License & Registrations**
    - Electrical contractors 2,678
    - Registered employers 472
    - Technology systems contractors 887
    - Master electricians 6,556
    - Journeyworker electricians 11,836
    - Registered unlicensed electricians 14,655
    - Power limited technicians 4,067
    - Registered unlicensed PLT 5,464
    - Sign contractor bond 114
    - Exams administered in CY 2024 (to date) by Licensing staff **9,726**
    - Exams administered ELE specific in CY 2024 2,390
      - Chair Hendricks inquired if the 2,390 exam takers included individuals retaking the exam. O'Neil confirmed that it does and stated he would provide a detailed breakdown at the next meeting.
    - Master (557), journey worker (**1,553**), power limited technician (PLT) (**280**)
    - **ELE pass rates CY 2024 – Master 52.2% | Journeyworker 41% | PLT 47.7%**
  - **Enforcement Unit**
    - Active electrical investigations 163
    - Orders issued in CY 2024 153
      - Suspension orders for child support deficiencies are not published
    - Investigations closed in CY 2024 180
  - [See CCLD's Newsletter](#) to view contractors who have been penalized for working without proper licensing or bonding, ignored cease and desist orders, and failed to finish projects after getting paid.
- C. **Inspection update** – Dean Hunter – see **Attachment A**.
- Hunter summarized his handouts.
  - Chair Hendricks asked if the 193,989 inspections in CY 2024 were counted for each visit or per permit. Hunter confirmed this was the total number of inspections involving physical entry on existing or issued permits.
  - Weigel inquired whether the license check involved physically taking a picture of the license and uploading it to the file, or if it was simply checking a license. Hunter clarified that it was the latter, with field personnel physically verifying the licenses.
  - Hunter clarified that all remote virtual inspections required proof of personal licenses.

## 5. Special Business

- A. Construction Codes and Licensing Division (CCLD) update – Todd Green  
**CCLD Fee Change Proposals:** CCLD proposes increasing fees for the following programs to align with the costs of each program's services.

Unit	Year of last fee change
Electrical Inspections	2007
Plumbing Inspections	2013
Boiler & Pressure Vessel Registrations	2005
Plumbing Plan Review	2007
Manufactured Structures	2008
Elevator Operating Permits	2007

#### **Proposed electrical fee changes**

- \$25 permit application fee
- **\$10** virtual inspection fee
- Increase the minimum field inspection fee from \$35 to \$55
- Increase existing circuit fee from \$6/per to \$12/per.
- Green noted that these proposed changes would increase the electrical inspection fees for a new single-family home from \$135 to \$225. The fee for electrical contractors who use the virtual inspection program for a project of 3 circuits or less would be **\$35**. The fee for contractors who decline the virtual inspection option would be \$80 for an in-person inspection. Fees for duplicated or canceled permits are refunded.
- Hunter asked if the Board of Electricity should provide CCLD with a letter endorsing their proposed fee changes. The Board members, including Gary Thaden on behalf of the National Electrical Contractor's Association, unanimously agreed and expressed their support. Chair Hendricks will draft the letter and send it to Todd Green, CCLD's Director.

**A motion was made by Heimerl, seconded by Turek, to authorize Chair Hendricks to write a letter of support from the Board of Electricity for CCLD's proposed fee adjustments. The roll call vote was unanimous with 11 votes in favor and one abstention (Hunter); the motion carried.**

#### **B. 2026 NEC update – Dean Hunter**

- Hunter gave an overview of the 2026 NEC code adoption process and current timeline – see **Attachment B**. The second draft report will be published on March 21, 2025, and the public NITMAM comments will conclude on April 18, 2025. During the April meeting, the Board will establish an ad hoc 2026 NEC Code Adoption Committee and request board members to serve.
- **Free access:** <https://www.nfpa.org/codes-and-standards/nfpa-70-standard-development/70>
- **Technical Committee process:** <https://www.nfpa.org/en/for-professionals/codes-and-standards/standards-development/Step-3-NFPA-Technical-Meeting>

### **6. Committee Reports**

Construction Codes Advisory Council – Hendricks (rep) / Daniels (alt) – see [presentation Nov. 21, 2024](#)

### **7. Complaints and Correspondence**

None

### **8. Open Forum**

- Gary Thaden, the government affairs director for the Minnesota contractors of the National Electrical Contractors Association, shared that he began working with the board in the mid-90s. With nearly 30 years of attendance, he has participated in hundreds of Board of Electricity meetings. As he plans to retire at the end of February, Gary expressed his gratitude to the board members and the Department of Labor and Industry staff for their support and collaboration. Reflecting on the past three decades, he acknowledged the many changes, including the introduction of the low voltage license and numerous other initiatives, particularly in the field of solar energy. Gary emphasized his enjoyment of working with the Board of Electricity, electrical contractors, and electrical workers, and conveyed his heartfelt thanks.
- Chair Hendricks, along with other members, extended their gratitude for Gary's years of dedicated work.

**9. Board Discussion**

- Heimerl expressed his gratitude to Dean and Sean for addressing his follow-up questions from the last meeting and for their contributions today.

**10. Announcements**

Regularly scheduled meetings occur on the second Tuesday of each quarter at 9:00 a.m., in person at DLI with WebEx/Phone options

- April 8, 2025
- July 8, 2025 (annual meeting – election of officers)
- Oct. 14, 2025

**11. Adjournment**

A motion was made by Heimerl, seconded by Weigel, to adjourn the meeting at 9:53 a.m. The roll call vote was unanimous with 12 votes in favor of the motion; the motion carried.

Respectfully Submitted,

*Desiree Weigel*

Desiree Weigel, Secretary

**Green meeting practices**

The State of Minnesota is committed to minimizing environmental impacts by following green meeting practices. DLI is minimizing the environmental impact of its events by following green meeting practices. DLI encourages you to use electronic copies of handouts or to print them on 100% post-consumer processed chlorine-free paper, double-sided.

## Electrical Permit and Inspection History

### State Inspection Areas

CALENDAR YEAR	Permit Information			Inspection Information		
	Total Permits Issued	Issued Permits Completed	Permits Closed but Not Finaled	Final "Final" Insp.*	All other Insp.**	Total Inspections
2022	137,744	133,567	8,486	121,551	61,056	182,607
2023	132,457	121,423	7,518	129,495	61,851	191,346
2024	132,657	88,741	2,614	128,678	65,311	193,989
2025	4,641	1,107	31	5,031	2,761	7,792
<p>The "<b>Permit Information</b>" and the "<b>Inspection Information</b>" do not necessarily represent the same permits. The "Permit Information" represents permits issued that Calendar Year. The "Inspection Information" represents the inspections performed that calendar year. The inspections may be for permits that were issued in previous calendar years.</p> <p><b>"Total Permits Issued"</b> means the permits Issued in the calendar year indicated. Includes permits in status (milestone) 'Abandon', 'Closed', 'Expired', 'Finaled', 'Issued', or 'Hold'. Does not include any other milestone such as "Out of state Inspected Area", "Refunded", etc.</p> <p><b>"Permits Completed"</b> means the "Total Permits Issued" for the calendar year, this is the number of permits placed into 'Closed', 'Expired', 'Abandon', or 'Finaled' status .</p> <p><b>"Permits Closed but Not Finaled"</b> means of the "Permits Completed" for the year, this is the number of those permits placed by procedural policy into 'Closed', 'Expired', or 'Abandon' status .</p> <p><b>"Final "Final" Insp."</b> represents the number of inspections completed that calendar year that caused the permits to be placed into "Finaled" status or milestone. The permits were not necessarily issued that year.</p> <p><b>"All other Insp."</b> represents the number of inspections completed that calendar year that did not result in a ""Finaled" status or milestone. The permits were not necessarily issued that year.</p> <p><b>"Total Inspections"</b> represents the total (Finals and Others) number of inspections completed that calendar year. The permits were not necessarily issued that year.</p>						

ELE Permit Type	New Structure or Existing and/or Other Assoc. Items	Number of Permits Issued	% of Permit Type	% of Total
Multi-Family Dwelling	Existing Building or Other Items	2,006	92.87%	1.54%
	New Building	154	7.13%	0.12%
	Total	<b>2,160</b>		1.65%
Non-Dwelling	Total	<b>28,597</b>		21.89%
One-Family Dwelling	Existing Dwelling or Other Items	68,143	86.97%	52.16%
	New Dwelling	10,208	13.03%	7.81%
	Total	<b>78,351</b>		59.97%
One-Family Home (Homeowner Issued Permit)	Existing Home or Other Items	6,945	80.87%	5.32%
	New Home	1,643	19.13%	1.26%
	Total	<b>8,588</b>		6.57%
Technology Systems	Total	<b>892</b>		0.68%
Transitory (Carnival, etc.)	Total	<b>1,471</b>		1.13%
Two-Family Dwelling	Existing Building or Other Items	543	86.19%	0.42%
	New Building	87	13.81%	0.07%
	Total	<b>630</b>		0.48%
Utility Load Management Device	New Device	659	6.62%	0.50%
	Replacement Device	9,299	93.38%	7.12%
	Total	<b>9,958</b>		7.62%
<b>Total</b>		<b>130,647</b>		

Total Active	Date Range Activity			Issued Permits	Aging of Expired Permits			
Current Count	IN Count	OUT Count	Net Change Count	< 12 Months Count	12-18 Months Count	18-36 Month Count	> 36 Months Count	> 12 Months Count
64,610	132,951	139,912	(6,961)	46,893	7,883	7,476	1,736	17,095
Percentage of Current Active Permits								
	206%	217%	-11%	73%	12%	12%	3%	26%

	<u># of Inspections Performed</u>	<u>Inspection Reports</u>	<u>AFBs</u>	<u>Refunds</u>	<u>License Checks</u>	<u>Violation Reports</u>
For Date Range:	194,675	23,633	20,237	6,962	2,448	2
Year to Date Total:	7,828	1,134	650	264	385	0

**"Total Active"**: The total current active permits ("Issued", "Expired" or "Hold" status).

**"Date Range Activity"**: The permits that were Issued and permits closed out and the net change for the selected date range.

**"Issued Permits"**: Represents the number of permits that are currently less than 12 months old.

**"Expired Permits"**: Permits for installations filed with inspection fees of \$250 or less are void 12 months from the original filing date regardless of whether the wiring is completed. Permits filed with inspection fees of \$250 or less are not refundable after 12 months from the original filing date. The authority to install electrical wiring associated with a specific permit is void at the time of a final inspection or expiration, whichever occurs first. The authority to inspect wiring covered by a permit continues until the installation is approved at a final inspection.

**"Aging of Expired Permits"**: Represents the age of expired permits that are still active. This does not include any permits that have a value over \$250.

**"For Date Range:"** Represents the numbers in the respective columns during that date range. Violation reports are yet to be counted by this report.

**"Year to Date Total:"** Represents the numbers for the calendar year beginning January 1st.

**"%"**: Represents the percentage compared to "Current".

**"AFBs"**: Additional Fees for Billings (invoices for inspection fee shortages)

# Issued Electrical Solar Permits Summary

Issued from 1/1/2024 to 12/31/2024

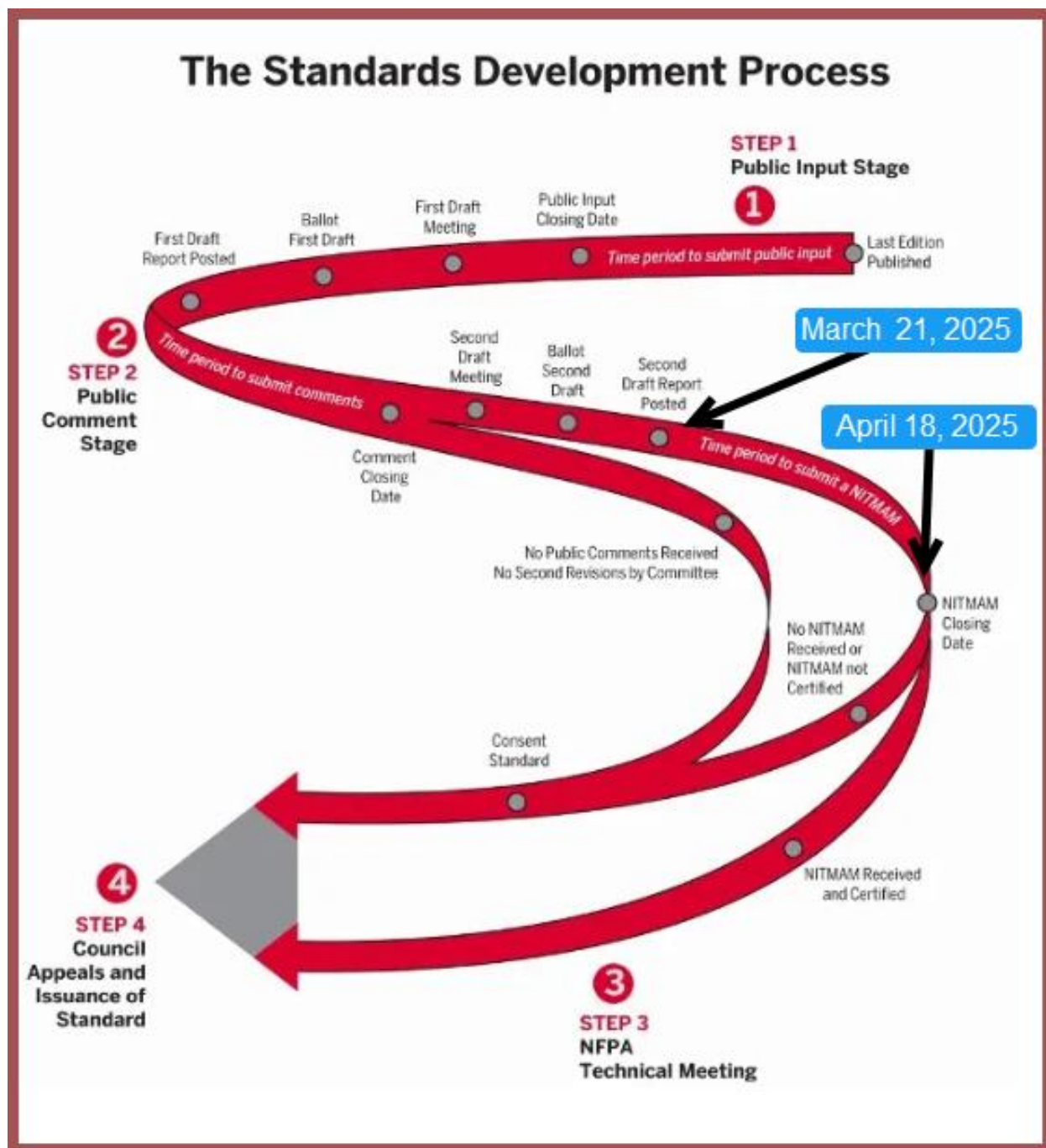
Permit Type Type of Dwelling or Non-Dwelling	Permit Variant Dwelling New or Existing	Solar Systems Grouped by Size	No of permits	Percentage of Group	Solar Systems Grouped by Size	No of permits	% of Total
Multi-Family Dwelling			48	1.39% Of Total	1 Meg to 5 Meg	5	0.15%
	Existing Building or Other Items		42	87.50% of Type	10K or <	2,070	60.07%
		10K or <	3	7.14% of Variant	10K to 40K	948	27.51%
		10K to 40K	32	76.19% of Variant	40K to 1 meg	134	3.89%
		40K to 1 meg	7	16.67% of Variant	Not Given	5	0.15%
	New Building		6	12.50% of Type	Unknown	284	8.24%
		10K to 40K	3	50.00% of Variant	Total	3,446.00	
		40K to 1 meg	3	50.00% of Variant			
Non-Dwelling			514	14.92% Of Total	Solar Systems Grouped by Size	Watts	% of Total
	Non-Dwelling		514	100.00% of Type	1 Meg to 5 Meg	60,880,240	39.61%
		1 Meg to 5 Meg	5	0.97% of Variant	10K or <	10,807,710	7.03%
		10K or <	114	22.18% of Variant	10K to 40K	18,829,008	12.25%
		10K to 40K	249	48.44% of Variant	40K to 1 meg	63,189,858	41.11%
		40K to 1 meg	112	21.79% of Variant	Not Given		0.00%
		Not Given	1	0.19% of Variant	Unknown	Unknown	
		Unknown	33	6.42% of Variant	Total	153,706,816	
One-Family Dwelling			2,777	80.59% Of Total	Average	48,688	
	Existing Dwelling or Other Items		2,673	96.25% of Type			
		10K or <	1,835	68.65% of Variant			
		10K to 40K	600	22.45% of Variant			
		40K to 1 meg	11	0.41% of Variant			
		Unknown	227	8.49% of Variant			
	New Dwelling		104	3.75% of Type			
		10K or <	65	62.50% of Variant			
		10K to 40K	35	33.65% of Variant			
		Not Given	1	0.96% of Variant			
One-Family Home (Permit Issued to Homeowners)			98	2.84% Of Total			
	Existing Home or Other Items		76	77.55% of Type			
		10K or <	30	39.47% of Variant			
		10K to 40K	25	32.89% of Variant			
		40K to 1 meg	1	1.32% of Variant			
		Not Given	2	2.63% of Variant			



# Issued Electrical Solar Permits Summary

Issued from 1/1/2024 to 12/31/2024

One-Family Home (Permit Issued to Homeowners)	Existing Home	Unknown	18	23.68% of Variant
	New Home		22	22.45% of Type
		10K or <	15	68.18% of Variant
		10K to 40K	4	18.18% of Variant
		Not Given	1	4.55% of Variant
		Unknown	2	9.09% of Variant
Two-Family Dwelling			9	0.26% Of Total
	Existing Building or Other Items		9	100.00% of Type
		10K or <	8	88.89% of Variant
		Unknown	1	11.11% of Variant
Total			3,446	



Free Access:

<https://www.nfpa.org/codes-and-standards/nfpa-70-standard-development/70>

Technical Committee Process:

<https://www.nfpa.org/en/for-professionals/codes-and-standards/standards-development/Step-3-NFPA-Technical-Meeting>