

**ST. MARY'S COUNTY GOVERNMENT  
BOARD OF ELECTRICAL EXAMINERS**

*Don Haskin, Chairman  
Danny Johnson, Secretary*



**COMMISSIONERS OF ST. MARY'S COUNTY**

James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner

**ST. MARY'S COUNTY ELECTRICAL BOARD  
June 6th, 2017 MEETING MINUTES**

Donald Haskin	Chairman	Absent
James Johnson	Secretary	Present
Rudolph Worch, III	Member	Present
Robert Spence	Member	Present
Ron Derby	Member	Present

**Total Deposited for May 2017:**

\$15,175.00

**Total Deposited Since May 1<sup>st</sup> 1989:**

\$340,985.00

**May Deposits to Planning & Zoning:**

Master Electrical New License Deposits	\$600.00 (4)
Master Electrical License Renewal Deposits	\$12,600.00 (84)
Master Electrical License Renewal Late Fee	\$0
Master Electricians Exam Deposits	\$0
Restricted License New Deposits	\$0
Restricted License Renewal Deposits	\$750.00 (5)
Restricted License Renewal Late Fee	\$0
Restricted License Exam Deposits	\$0
Low Voltage New License Deposits	\$150.00 (1)
Low Voltage License Renewal Deposits	\$1050.00 (7)
Low Voltage Exam Deposit	\$0
Re-Instatement Fee	\$25.00 (1)
Homeowners Exam	\$25.00 (1)

**Insurance Up-Dates for May 2017:**

36

**May 2017 Change of Address and/or T/A:**

0

**May 2017 Shelved License:**

0

**Miscellaneous:**

The meeting was called to order by Danny Johnson at 7:30 PM. The discussions held by the board concerned the following items:

1. The May minutes were approved. Motion by Mr. Spence and seconded by Mr. Derby. The vote was 4-0 to approve the minutes.
2. The following is a list of dates for the Electrical Examiners Board meetings in 2017.
 

a. January 3rd	Board Meeting
b. January 26th	Master/Low Voltage/Restricted Exam
c. February 7th	Board Meeting
d. March 7th	Board Meeting
e. April 4th	Board Meeting
f. May 2nd	Board Meeting
g. June 6th	Board Meeting
h. July 4 <sup>th</sup>	Board Meeting----Cancelled
i. July 27th	Master/Low Voltage/Restricted Exam
j. August 1st	Board Meeting
k. September 5th	Board Meeting
l. October 3rd	Board Meeting
m. November 7th	Board Meeting
n. December 5th	Board Meeting
3. Mr. Knight was asked to attend the June board meeting to discuss 3<sup>rd</sup> party inspections. Their were many discussions about this. Mr. Knight is starting an SOP on how this will work for the board to review. The discussions will continue in the August Meeting.
4. Mr. Haskin Attended the Muelec Meeting. They are currently working on issues with the PSI version of the Masters Exam along with other issues with PSI.
5. A&G attended the meeting concerning a waiver. A waiver was given with instructions on how to proceed.

**Homeowners Exam Applicants for May 2017:**

2

**Homeowner Exam Results for May 2017:**

0 pass  
2 fail

**Monitor Homeowners Exam for August 2017:**

Chris Worch

**Master/Restricted/Low Voltage Results for July 2016 and January 2017:**

2016 July Exam —2 applicants----- 0 pass 2 fail  
(1-Master and 1 Low Voltage)  
Low Voltage Retest-1applicant-----1 pass  
2017-January Exam—1 applicant----1 fail

(1 Master)

**Monitored Master/Restricted/Low voltage Exam for July 2017:**

Don Haskin  
Craig Spence

**Postage for May 2017:**

N/A. Will be updated in the next meeting minutes.

**Next Regular Board Meeting:**

Next regular board meeting is scheduled for Tuesday August 1st, 2017 at the Governmental Center Carter Building, Leonard Hall Drive, 2<sup>nd</sup> floor conference room at 7:30 PM.

**Motion to Adjourn Meeting:**

Motion was made by Worch and second by Derby

**The Following Payments are authorized for the Board Members for June 2017**

1) Robert Spence----MEMBER

- a) Attend Meeting \$25.00
- b) Spence Total \$25.00**

2) Chris Worch----MEMBER

- a) Attend meeting \$25.00
- b) Worch Total \$25.00**

3) Ron Derby----MEMBER

- a) Attend Meeting \$25.00
- b) Derby Total \$25.00**

4) Don Haskin----CHAIRMAN

- a) Attend Muelec Meeting \$25.00
- b) Mileage-172miles @ .54 \$92.88
- c) Haskin Total \$117.18**

5) James Johnson-----SECRETARY / RECORDING SECRETARY

- a) Attend Meeting \$25.00
- b) Prepare Meeting Minutes \$25.00
- c) Recording Secretary (100 @ \$15.00) \$1500.00
- d) Johnson Total \$1550.00**

Recording Secretary Performed the Following Duties (May):

P.O. BOX 653 ♦ GOVERNMENTAL CENTER ♦ 23150 LEONARD HALL DRIVE, LEONARDTOWN, MD 20650  
PHONE 301.475.4200 x1500 ♦ FAX 301.475.4672 ♦ www.co.saint-marys.md.us

- 1) Picking up mail
- 2) Issuing licenses and renewals
- 3) Confirming and updating insurance coverage
- 4) Shelve and un-shelve licenses for insurance reasons
- 5) Updating roster with new information on license renewal form
- 6) Printing new licenses
- 7) Worked on annual report
- 8) Responding to mail, email and phone calls.
- 9) Preparing items to be placed on Website
- 10) Prepare Master Exam
- 11) Prepare Homeowners Exam
- 12) Renewal Year

**James D. Johnson Jr.**  
**Secretary**  
electric.examiners@stmarysmd.com