

**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  
AUGUST 4th, 2015 MEETING MINUTES**

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

**Total Deposited for July 2015:**

\$6300.00

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

\$295,185.00

**July Deposits to Planning & Zoning:**

Master Electrical New License Deposits	\$900.00 (6)
Master Electrical License Renewal Deposits	\$6300.00 (32)
Master Electrical License Renewal Late Fee	\$0
Master Electricians Exam Deposits	\$0
Restricted License Deposits	\$0
Restricted License Renewal Deposits	\$300.00 (2)
Restricted License Exam Deposits	\$0
Low Voltage License Deposits	\$0
Low Voltage License Renewal Deposits	\$300.00 (2)
Low Voltage Exam Deposit	\$0
Re-Instatement Fee	\$0
Homeowners Exam	\$0

**Insurance Up-Dates for July:**

92

**2015/2017 New License:**

6 Total

**2015/2017 Renewal in July**

32-Master

2---Low Voltage

2---Restricted

**July 2015 Change of Address and/or T/A:**

All Changes are reflected in weekly roster

**July Shelved License:**

3

**Miscellaneous:**

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

1. The June minutes were approved as written. Motion by Mr. Worch and seconded by Mr. Derby. The vote was 3-0 to approve the minutes.

2. The following is a list of dates for the Electrical Examiners Board meetings in 2015:

a. January 6th	Board Meeting
b. January 29 <sup>th</sup>	Master/Low Voltage/Restricted Exam
c. February 3rd	Board Meeting
d. March 3rd	Board Meeting
e. April 7th	Board Meeting
f. May 5th	Board Meeting
g. June 2nd	Board Meeting
h. July 7th	Board Meeting
i. July 23rd	Master/Low Voltage/Restricted Exam
j. August 4th	Board Meeting
k. September 1st	Board Meeting
l. October 6th	Board Meeting
m. November 3rd	Board Meeting
n. December 1st	Board Meeting

3. The electrical board will send out a new roster every Sunday. Any license request sent in during the week will not be processed and become active to the following Monday. Any licenses that become shelved for insurance reasons will be sent out by email on an individual basis.

4. County Commissioners heard discussions pertaining to adopting Code every April. At the Commissioners meeting on July 28 the County Attorney, Mr. Sparling presented the resolution that the Electric Code would be accepted in St. Mary's County "Six months after the effective date or April 1, whichever is later". This effectively makes the date April 1 as the effective date is traditionally in August, but gives us a minimum of six months to prepare for enforcement of a new code if the effective date is delayed for any reason. The question of the homeowner's exam

was not addressed by the Commissioners. Mr. Knight was present at our meeting and explained that this type of legislation is not presently in the purview of the commissioners, but would need to be acted upon by the state legislature. The Commissioners intend to pursue “home rule” as part of the legislative package this year. If that is successful it will then be within the scope of the Commissioners to act upon this matter.

5. Several emails were sent to the board inquiring about when the next class will be given. The board will offer the class in September. The board will send out a mass notification concerning the class. Mass notification was sent out. We have several people interested. The Board will also offer a 60 hour Exam Preparation class beginning in October.
6. The board is currently working on the Low Voltage and Restricted exam.
7. Ron Derby was appointed by the County Commissioners as a new member.
8. Electrical license all expired June 30<sup>th</sup> at midnight. There are many licenses not yet renewed. I have dropped off the yellow book to the County and MDIA to pass out when electricians try to obtain permits and realize they have not yet renewed. This book has the website and email for any questions. Please note that a license that is not renewed on or before July 31 will be charged a \$50 penalty for late renewal. Any license not renewed prior to October 1 will be voided and the license holder will need to begin the process for a new license.

**Homeowners Exam Applicants for July 2015:**

0 Total

**Homeowner Exam Results for June 2015:**

N/A

**Monitor Master Exam for January 2016:**

TBD

**Master/Restricted/Low Voltage Results for January/July 2015:**

1-January Exam—Applicant Cancelled  
3- July Exam—3 applicants took test. 3 applicants failed

**Monitored Master/Restricted/Low voltage Exam for July 2015:**

Don Haskin  
Danny Johnson

**Postage for June 2015:**

\$36.33

**Next Regular Board Meeting:**

Next regular board meeting is scheduled for Tuesday September 1st, 2015 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 Mr. Derby and seconded by Mr. Worch.

**The Following Payments are authorized for the Board Members for August 2015**

1) Robert Spence----MEMBER

a) Attend Meeting	\$0
b) Grade Master Exam	\$0
<b>c) Spence Total</b>	<b>\$0</b>

2) Chris Worch----MEMBER

a) Attend Meeting	\$25.00
b) Grade Master Exam	\$25.00
<b>c) Worch Total</b>	<b>\$50.00</b>

3) Ron Derby----Member

a) Attend Meeting	\$25.00
b) Proctor Master Exam	\$25.00
c) Grade Master Exam	\$25.00
<b>d) Derby Total</b>	<b>\$75.00</b>

4) Don Haskin----CHAIRMAN

a) Attend Meeting	\$25.00
b) Grade Master Exam	\$25.00
<b>c) Haskin Total</b>	<b>\$50.00</b>

5) James Johnson-----SECRETARY

a) Prepare meeting minutes	\$25.00
b) Proctor Master Exam	\$25.00
c) Grade Master Exam	\$25.00
d) Recording Secretary (88hrs @ \$15.00)	\$1320.00
<b>e) Johnson Total</b>	<b>\$1395.00</b>

Recording Secretary Performed the Following Duties (July):

- 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 and Low Voltage Exam
- 11) Preparing information for code classes
- 12) Sent license renewal information by mail and email

**James D. Johnson Jr.**  
**Secretary**  
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