

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

Don Haskin, Chairman
Danny Johnson, Secretary



Francis Jack Russell, President
Lawrence D. Jarboe, Commissioner
Cynthia L. Jones, Commissioner
Todd B. Morgan, Commissioner
Daniel L. Morris, Commissioner

**ST. MARY'S COUNTY ELECTRICAL BOARD
April 1st MEETING MINUTES**

| | | |
|--------------------|-----------|---------|
| Donald Haskin | Chairman | Present |
| James Johnson | Secretary | Present |
| Rudolph Worch, III | Member | Present |
| James Bacot | Member | Absent |
| Robert Spence | Member | Present |

Total Deposited for February 2014 \$375.00

Total Deposited Since May 1st 1989 \$240,510.00

January Deposits to Planning & Zoning:

| | |
|--|--------------|
| Master Electrical New License Deposits | \$250.00 (5) |
| Master Electrical License Renewal Deposits | \$0 |
| Master Electrical License Renewal Late Fee | \$0 |
| Master Electricians Exam Deposits | \$0 |
| Restricted License Deposits | \$50.00 (1) |
| Restricted License Renewal Deposits | \$0 |
| Restricted License Exam Deposits | \$0 |
| Low Voltage License Deposits | \$0 |
| Low Voltage License Renewal Deposits | \$0 |
| Low Voltage Exam Deposit | \$0 |
| Re-Instatement Fee | \$75.00 (3) |
| Homeowners Exam | \$0 |

Insurance Up-Dates 2013/2015 Licensing Period: 72

2013/2015 New License: 6

Robert McDonald-----Protection One-DBA-Vintage Security---3065RL
William Glide-----H&M Signs, Inc.-----3066
Scott Johnson-----Advanced Solar Technologies-----3067
Robert Jenkins-----Current Electrical Services-----3068
George Hockaday-Bey---G-11 Electrical Enterprises-----3069
Jin Joan Huh-----Huh Electrical Services-----2014

2013/2015 Licensing Period Change of Address and/or T/A: (1)

HLW Electric---Address has been updated in records and changed in weekly roster.

2013/2015 Shelved License: 9 shelved and 4 placed back to the active status

Miscellaneous:

The meeting was called to order by Don Haskin and seconded by Danny Johnson. The discussions held by the board concerned the following items:

- 1) The March minutes were approved as written. Motion by Craig Spence and seconded by Chris Worch. The vote was 4-0 to approve the minutes.
- 2) The following is a list of dates for the meetings in 2014:
January 7th-----Board Meeting
January 23rd-----Master/Low Voltage/Restricted Exam
February 4th-----Board Meeting
March 4th-----Board Meeting
April 1st-----Board Meeting
May 6th-----Board Meeting
June 3rd-----Board Meeting
July 1st-----Board Meeting
July 24th-----Master/Low Voltage/Restricted Exam
August 5th-----Board Meeting
September 2nd-----Board Meeting
October 7th-----Board Meeting
November 4th-----Board Meeting
December 2nd-----Board Meeting
- 3) Received several updated liability certificates. Have updated files roster spreadsheet. Insurance Companies are not putting the license holder on the certificate. I have contacted several insurance companies and notified them that this information is required.
- 4) Sent out mass email to all license holders that have insurance certificates expiring in the next 30 days.
- 5) 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.
- 6) The changes to the yellow book have been made. The board will submit the book with all changes for printing. The board is currently waiting for a budget amendment before ordering the new books to lack of funds.
- 7) Don Haskin will be asking the county for three additional days in the classroom due to classes missed because of weather. The classroom attendance is still good.
- 8) Received email from the T. A. Corporation asking to cancel their license as they will be performing no more work in St. Mary's County. I checked the system and their license had already expired back in June of 2013.
- 9) The board has received several emails concerning the reinstatement fee when their insurance certificate expires.
- 10) The board received two emails concerning homeowners exam. One question was concerning when and where. The second question was concerning what happens if the Homeowners exam goes away. He wanted to know if he would just be able to pull a permit without any license. I made it clear that if the homeowners exam is discontinued, he would need to hire a licensed electrical contractor to perform the work.

- 11) The board received an email from one electrical contractor as to why the board wants to know what employees work for the contractor when applying for a license. The board will be removing this portion of the application.
- 12) A request for the board to modify a homeowners permit was received. The board has approved his request and will be sending the response in the following weeks.
- 13) The board received an email concerning some unlicensed electrical work at a local rescue squad building. The board response was this is a civil matter. The board has no control over unlicensed electricians.

Homeowners Exam Applicants for April 2014: N/A

Homeowner Exam Results for April 2014: N/A

Monitor Homeowners Exam for May 2014: Craig Spence

Master/Restricted/Low Voltage for July 24th 2014: (0)

Master/Restricted/Low Voltage Results For January 2014: 1 Pass, 2 Fails and 1 No Show

Monitored Master/Restricted/Low voltage Exam for June 24th 2014: N/A

Postage for February 2014: \$0.96

Next Regular Board Meeting: Next regular board meeting is scheduled for Tuesday May 6th, 2014 at the Governmental Center Carter Building, Leonard Hall Drive, 2nd floor conference room at 7:30 PM.

Motion to Adjourn Meeting: Motion by Craig Spence and seconded by Chris Worch

The Following Payments are authorized for the Board Members for February 2013

James Bacot---MEMBER

- 1) Absent-----\$0

Robert Spence---MEMBER

- 1) Attend Meeting-----\$25.00
- 2) **Spence Total-----\$25.00**

Chris Worch---MEMBER

- 1) Attend Meeting-----\$25.00
- 2) **Worch Total-----\$25.00**

Don Haskin---CHAIRMEN

- 1) Attend Meeting-----\$25.00
- 3) **Haskin Total-----\$25.00**

James Johnson----SECRETARY

- 1) Attend Meeting-----\$25.00
- 2) Prepare meeting minutes-----\$25.00
- 3) **Johnson Total-----\$50.00**

James Johnson----RECORDING SECRETARY

- 1) Duties Listed below—32hrs at 10.00---\$320.00
- 2) **Johnson Total-----\$320.00**

Recording Secretary Performed the Following Duties (January):

- 1) Picking up mail
- 2) Issuing licenses
- 3) Confirming and updating insurance coverage
- 4) Shelf and un-shelf licenses because of 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

James D. Johnson Jr.
Secretary