



STATE OF MICHIGAN

GRETCHEN WHITMER  
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

**ELECTRICAL ADMINISTRATIVE BOARD**

Virtual Zoom Meeting Pursuant to MCL 15.263 and MCL 15.263a

Web Link: <https://us02web.zoom.us/j/81099920536?pwd=b2lTZjdWcCsxelAvcGdmb2NnbU1Bdz09>

Phone Number: 877-873-8017 (US Toll Free)

Password/Conference Code: 109987

**APPROVED 08/12/2021**

**MINUTES**

May 6, 2021

10:00 a.m.

**MEMBERS PRESENT**

- Mr. Aaron Cooper, Township of Thornapple, Barry County, MI
- Mr. Joseph Gillespie, Township of Croton, Newaygo County, MI
- Mr. Adam Krouse, Township of DeWitt, Clinton County, MI
- Mr. Keith Kurdziel, Township of Delhi, Ingham County, MI
- Mr. Keith Lambert, Township of Watertown, Clinton County, MI - Nonvoting Ex Officio Member
- Mr. Scott Weaver, City of East Lansing, Ingham County, MI
- Mr. Robert Werbrouck, City of Lowell, Kent County, MI
- Mr. Matthew Wolterstorff, Township of Cascade, Kent County, MI

**MEMBERS ABSENT**

- Ms. Mashell Carissimi
- Mr. Donald Iverson

\*Each attending member stated they were attending remotely.

**DEPARTMENT PERSONNEL ATTENDING**

- Mr. Lance Ash, Chief, Electrical Division, BCC
- Ms. Dawn Canfield, Departmental Analyst, Licensing and Compliance Division, BCC
- Ms. Hillary Millen, Departmental Analyst, Administrative Services Division, BCC
- Ms. Tracie Pack, Departmental Analyst, Administrative Services Division, BCC
- Ms. Sara Leiby, Secretary, Administrative Services Division, BCC
- Ms. Courtney Pendleton, Deputy Director, LARA

**1. CALL TO ORDER AND DETERMINATION OF QUORUM**

Chairperson Weaver called the meeting to order at 10:03 a.m. A quorum was present at that time.

**2. COMMUNICATION PROCEDURES**

Ms. Leiby informed the meeting participants of the communication procedures.

**3. APPROVAL OF AGENDA**

A **MOTION** was made by Board Member Kurdziel and **SECONDED** by Board Member Gillespie to approve the agenda. (Aye: Board Members Cooper, Gillespie, Krouse, Kurdziel,

Weaver, Werbrouck, and Wolterstorff; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

**4. APPROVAL OF MINUTES**

A. February 11, 2021

A **MOTION** was made by Board Member Gillespie and **SECONDED** by Board Member Werbrouck to approve the minutes of the February 11, 2021 meeting. (Aye: Board Members Cooper, Gillespie, Krouse, Kurdziel, Weaver, Werbrouck, and Wolterstorff; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

**5. MEET AND GREET WITH LARA ADMINISTRATION**

As LARA Deputy Director Pendleton had technical difficulties, this matter was tabled until she was able to join the meeting.

**6. APPLICANTS APPEALING DENIAL**

A. James M. Szatkiewski - Journeyman Electrician Examination

Mr. James M. Szatkiewski's appeal of denial of his Application for Journeyman Electrician Examination per the requirements of MCL 339.5709 and MCL 339.5715 was reviewed by the Board.

Mr. Szatkiewski was not present for the review.

Following discussion, a **MOTION** was made by Board Member Gillespie and **SECONDED** by Board Member Werbrouck to deny Mr. Szatkiewski's appeal as submitted due to a lack of appropriate documentation. (Aye: Board Members Cooper, Gillespie, Krouse, Kurdziel, Weaver, Werbrouck, and Wolterstorff; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

B. Daniel A. Harren - Master Electrician Examination

Mr. Daniel A. Harren appeared before the Board to appeal denial of his Application for Master Electrician Examination per the requirements of MCL 339.5709 and MCL 339.5713.

Mr. Harren provided testimony regarding his examination for review.

Following discussion, a **MOTION** was made by Board Member Cooper and **SECONDED** by Board Member Werbrouck to deny Mr. Harren's appeal as submitted due to a lack of appropriate notarized documentation. (Aye: Board Members Cooper, Gillespie, Krouse, Kurdziel, Weaver, Werbrouck, and Wolterstorff; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

C. Aaron W. VandeZande - Master Electrician Examination

Mr. Aaron W. VandeZande appeared before the Board to appeal denial of his Application for Master Electrician Examination per the requirements of MCL 339.5709 and MCL 339.5713.

Mr. VandeZande provided testimony regarding his examination for review.

Following discussion, a **MOTION** was made by Board Member Gillespie and **SECONDED** by Board Member Werbrouck to deny Mr. VandeZande's appeal as submitted due to a lack of appropriate documentation. (Aye: Board Members Cooper, Gillespie, Krouse, Kurdziel, Weaver, Werbrouck, and Wolterstorff; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

7. **UNFINISHED BUSINESS**

LARA Deputy Director Pendleton introduced herself to the Commission.

8. **NEW BUSINESS**

None.

9. **BUREAU QUARTERLY REPORT**

Director Lambert reported on the following:

Mr. Dean Austin, Electrical Chief, retired on January 9, 2021. Mr. Lance Ash is the new Electrical Chief. The Bureau is in the process of filling Mr. Lance's prior Electrical Inspector position.

Mr. Pete Ingalls, Plumbing Inspector and Plan Reviewer, retired on December 31, 2020. Mr. Allon Robbins is the new Plumbing Inspector and Plan Reviewer. The Bureau is in the process of filling Mr. Robbin's prior Plumbing Inspector position.

The Licensing and Compliance Division recently hired two Departmental Analysts to review complaints.

The 2018 edition of the Michigan Plumbing Code should be adopted soon.

The Bureau initiated a six-month temporary project to reduce the residential builder complaint backlog.

Chairperson Weaver inquired on the status of the adoption of the 2020 National Electrical Code.

Director Lambert expressed frustration with delays to the code adoption process and will inform the Board of any changes.

Chairperson Weaver congratulated Chief Lance on position.

**10. PUBLIC COMMENT**

None.

**11. NEXT MEETING DATE - AUGUST 12, 2021**

The Board is scheduled to meet next at 10:00 a.m. at 702 West Kalamazoo Street, Lansing, MI 48915 in the 1<sup>st</sup> Floor Forum on August 12, 2021.

**12. ADJOURNMENT**

A **MOTION** was made by Board Member Kurdziel and **SECONDED** by Board Member Gillespie to adjourn the meeting at 10:52 a.m. (Aye: Board Members Cooper, Gillespie, Krouse, Kurdziel, Weaver, Werbrouck, and Wolterstorff; Nay: None) **MOTION CARRIED UNANIMOUSLY.**