



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/84125119446?pwd=ZW5mODJMY05NKy81ZVNTElNrcGdXQT09>

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

Password/Conference Code: 109987

**APPROVED 05/06/2021**

**MINUTES**

February 11, 2021

10:00 a.m.

**MEMBERS ATTENDING REMOTELY\***

- Ms. Mashell Carissimi, Township of Clinton, Macomb County, MI
- Mr. Aaron Cooper, Township of Thornapple, Barry County, MI
- Mr. Joseph Gillespie, Township of Croton, Newaygo County, MI
- Mr. Donald Iverson, City of Grand Ledge, Eaton 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, Village of Sunfield, Ionia County, MI
- Mr. Robert Werbrouck, Township of Vergennes, Kent County, MI

**MEMBERS ABSENT**

- Mr. Matthew Wolterstorff

\*Each attending member stated they were attending remotely.

**DEPARTMENT PERSONNEL ATTENDING**

- Ms. Alesha Gensler, Deputy Director, Administration, BCC
- Mr. Kevin Kalakay, Chief, Mechanical Division, BCC
- Mr. Lance Ash, Lead Electrical Inspector, Electrical Division, BCC
- Ms. Dianne Barmes, Manager, Licensing and Compliance 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

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

Chairperson Weaver called the meeting to order at 10:00 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 Gillespie and **SECONDED** by Vice Chairperson Iverson to approve the agenda. (Aye: Board Members Carissimi, Cooper, Gillespie, Iverson, Krouse, Kurdziel, Weaver, and Werbrouck; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

**4. APPROVAL OF MINUTES**

A. November 5, 2020

A **MOTION** was made by Vice Chairperson Iverson and **SECONDED** by Board Member Werbrouck to approve the minutes of the November 5, 2020 meeting. (Aye: Board Members Carissimi, Cooper, Gillespie, Iverson, Krouse, Kurdziel, Weaver, and Werbrouck; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

**5. NOMINATION AND ELECTION OF OFFICERS**

A. Vice Chairperson

A **MOTION** was made by Chairperson Weaver and **SECONDED** by Vice Chairperson Iverson to nominate Board Member Iverson as Vice Chairperson. (Aye: Board Members Carissimi, Cooper, Gillespie, Iverson, Krouse, Kurdziel, Weaver, and Werbrouck; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

**6. APPLICANTS APPEALING DENIAL**

A. Demond King - Master Electrician Examination

Mr. Demond King's appeal of denial of his Application for Master Electrician Examination per the requirements of MCL 339.5709 and MCL 339.5713 was reviewed by the Board.

Mr. King was not present for the review.

Following discussion, a **MOTION** was made by Board Member Werbrouck and **SECONDED** by Board Member Carissimi to deny Mr. King's appeal due to insufficient documentation of hours of experience under the supervision of a master electrician to qualify for examination. (Aye: Board Members Carissimi, Cooper, Gillespie, Iverson, Krouse, Kurdziel, Weaver, and Werbrouck; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

B. Christopher Kniffen - Journeyman Electrician Examination

Mr. Christopher Kniffen appeared before the Board to appeal denial of his Application for Journeyman Electrician Examination per the requirements of MCL 339.5709 and MCL 339.5715.

Mr. Kniffen provided testimony regarding his work experience for the review.

Following discussion, a **MOTION** was made by Board Member Werbrouck and **SECONDED** by Board Member Kurdziel to deny Mr. Kniffen's appeal due to insufficient documentation of work performed under the supervision of a master electrician. (Aye: Board Members Carissimi, Cooper, Gillespie, Iverson, Krouse, Kurdziel, Weaver, and Werbrouck; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

## 7. UNFINISHED BUSINESS

None.

## 8. NEW BUSINESS

### A. EAB Discussion & Review of CCC Code Appeal

Chairperson Weaver requested for the Board to discuss and review the Power Home Solar, LLC vs. Livingston County Construction Code Appeal for recommendation to the Construction Code Commission Appeal Review Subcommittee.

Following discussion, the Board recommended approval of the appeal stating that while the installation is not preferred, it does meet the minimum requirements of the code.

## 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 Acting Electrical Chief until the position is filled.

Mr. Jon Paradine, Building and Permits Division Chief, was admitted to the International Code Council 400 Log Standard Committee.

Mr. Pete Ingalls, Plumbing Inspector and Plan Reviewer, retired on December 31, 2020. The Bureau is in the process of filling the vacancy.

Director Lambert and Deputy Director Gensler will begin to have quarterly meetings with the Chairperson and Vice Chairperson of each of the Bureau's Boards and Commissions.

The Ski Area Safety General Rules were filed with the Office of the Great Seal and are in effect as of December 10, 2020.

Chairperson Weaver inquired on the status of the adoption of the 2015 Michigan Residential Code and 2020 National Electrical Code.

Director Lambert expressed frustration with delays to the code adoption process and will suggest resolution in audit.

**10. PUBLIC COMMENT**

Mr. Demond King explained that he was not present for the review of his appeal due to technical issues and inquired on the decision made for his appeal.

Chairperson Weaver informed Mr. King of the Board's decision.

**11. NEXT MEETING DATE - MAY 6, 2021**

The Board is scheduled to meet next at 10:00 a.m. at 611 West Ottawa Street, Lansing, MI 48933 in the Upper Level Conference Room #4 on May 6, 2021.

**12. ADJOURNMENT**

A **MOTION** was made by Board Member Carissimi and **SECONDED** by Board Member Kurdziel to adjourn the meeting at 11:06 a.m. (Aye: Board Members Carissimi, Cooper, Gillespie, Iverson, Krouse, Kurdziel, Weaver, and Werbrouck; Nay: None) **MOTION CARRIED UNANIMOUSLY.**