



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
DIRECTOR

ELECTRICAL ADMINISTRATIVE BOARD
Ottawa Building, Upper Level Conference Room 4
611 West Ottawa Street
Lansing, Michigan 48933

MINUTES
May 2, 2024
10:00 a.m.

MEMBERS PRESENT

Scott Weaver, Chairperson
Joe Forro
Joseph Gillespie
Chad Jansen
Keith Kurdziel
Keith Lambert
John Pyke
Bryan Benton

MEMBERS ABSENT

Donald Iverson, Vice Chairperson
Matthew Wolterstorff

DEPARTMENT PERSONNEL ATTENDING

Renee Tober, Departmental Specialist, Administration, BCC
Kate Wagner, Legislative Liaison, Administration, BCC
Kelly Bean, Manager, Licensing and Compliance Section, BCC
Alex Robinson, Departmental Analyst, Licensing and Compliance Section, BCC
Tracie Pack, Manager, Building Trades Section, BCC
Shannon Maurer, Manager, Operations Section, BCC
Lakisha Thomas, Departmental Technician, Operations Section, BCC
Megan McCool, Departmental Technician, Operations Section, BCC

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chairperson Weaver called the meeting to order at 10:08 a.m. A quorum was present at that time.

2. APPROVAL OF AGENDA

A **MOTION** was made by Board Member Gillespie and **SECONDED** by Board Member Kurdziel to approve the agenda. **MOTION CARRIED UNANIMOUSLY.**

3. APPROVAL OF MINUTES

A. November 2, 2023

A **MOTION** was made by Board Member Gillespie and **SECONDED** by Board Member Jansen to approve the minutes of the November 2, 2023, meeting. **MOTION CARRIED UNANIMOUSLY.**

4. NOMINATION AND ELECTION OF OFFICER

A. Vice Chairperson

A **MOTION** was made by Board Member Gillespie and **SECONDED** by Board Member Benton to nominate and re-elect Board Member Iverson as Vice Chairperson. (Aye: Board Members Weaver, Gillespie, Kurdziel, Benton, Forro, Lambert, Pyke, Jansen; Nay: None). **MOTION CARRIED UNANIMOUSLY.**

5. APPLICANTS APPEALING DENIAL

A. Owen Howell – Electrical Journeyman Examination Application

The Board acknowledged receipt and reviewed Owen Howell's Electrical Journeyman Examination Application and supplemental materials.

Owen Howell did not appear before the Board.

Following discussion, a **MOTION** was made by Board Member Benton and **SECONDED** by Board Member Jansen to recommend upholding the incomplete status of Owen Howell's Electrical Journeyman Examination Application as stated in the April 4, 2024, Memorandum. **MOTION CARRIED UNANIMOUSLY.**

6. UNFINISHED BUSINESS

None.

7. NEW BUSINESS

A. Ronald Deering – Electrical Sign Apprentice Training

The Board acknowledged receipt and reviewed Ronald Deering's supplemental materials.

Ronald Deering did not appear before the Board.

Following discussion, a **MOTION** was made by Board Member Gillespie and **SECONDED** by Board Member Pyke to deny the training due to it not being under the purview of the Board. **MOTION CARRIED UNANIMOUSLY.**

8. BUREAU QUARTERLY REPORT

Deputy Director Lambert reported on the following:

The 2023 Michigan Electrical Code, 2021 Mechanical Code and 2021 Plumbing Code went into effect on March 12, 2024.

The Construction Code Commission prescribed form for the Bureau at their January 24, 2024, meeting.

Megan McCool and Lakisha Thomas are the new Department Technicians that will be handling the Boards and Commissions for the Operations Section.

Kate Wagner is the Bureau of Construction Code's new Legislative Liaison.

Senate Bill 740 is in place to amend the skilled Trades Act pertaining to the Electrical and Plumbing Licensing.

Keith Lambert attended a training with the Bureau's Code Officials where they discussed working with The Bureau of Fire Services on fire alarm systems and fire suppression systems.

9. PUBLIC COMMENT

None.

10. NEXT MEETING DATE – AUGUST 8, 2024

The Board is scheduled to meet next at 10:00 a.m. at 611 West Ottawa Street, Lansing, MI 48933 in Upper Level Conference Room 4 on August 8, 2024.

11. ADJOURNMENT

A **MOTION** was made by Board Member Gillespie and **SECONDED** by Board Member Jansen to adjourn the meeting at 10:28 a.m. **MOTION CARRIED UNANIMOUSLY.**