



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
DIRECTOR

ELEVATOR SAFETY BOARD
Ottawa Building, Upper Level Conference Room 3
611 West Ottawa Street
Lansing, Michigan 48933

APPROVED 3/19/2024

MINUTES
December 12, 2023
10:00 a.m.

MEMBERS ATTENDING

Michael Janca, Chairperson
Sean Walker, Vice Chairperson
Doug Datema
Joshua Jacobs
Ricardo Knott
Keith Lambert
Steven Stark
Michael Vandervennet
John Whitten

MEMBERS ABSENT

Nicholas Ottney

DEPARTMENT PERSONNEL ATTENDING

Renee Tober, Departmental Specialist, Administration, BCC
Craig LaLonde, Code Inspection Supervisor, Elevator Section, BCC
Tracie Pack, Manager, Building Trades Section, BCC
Shannon Maurer, Manager, Operations Section, BCC

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chairperson Janca called the meeting to order at 10:04 a.m. A quorum was present at that time.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

A. September 19, 2023

A **MOTION** was made by Board Member Vandervennet and **SECONDED** by Board Member Whitten to approve the minutes of the September 19, 2023 meeting. **MOTION CARRIED UNANIMOUSLY.**

4. VARIANCE REQUEST

A. Court House Square Association

The Board acknowledged receipt and reviewed Ryan McNally's variance request for Court House Square Association located at 223 W. Ransom, Kalamazoo, MI 49007 for relief from the requirements of the American Society of Mechanical Engineers (ASME) A17.1.1-2010, Sections 2.2.2.3 through 2.2.2.6.

Ryan McNally, Julie Kimmer, and Brent Ford appeared before and presented to the Board.

Following discussion, a **MOTION** was made by Board Member Datema and **SECONDED** by Board Member Jacobs to deny the variance request for Court House Square Association due to not meeting code of over 25 feet. **MOTION CARRIED.**

B. Flat River Historical Museum

Joshua Jacobs recused himself on the record as Elevator Services installed the unit.

The Board acknowledged receipt and reviewed Keith Hudson's variance request for Flat River Historical Museum located at 213 N. Franklin, Greenville, MI 48838 for recommissioning.

Keith Hudson appeared before and presented to the Board.

Following discussion, a **MOTION** was made by Vice Chairperson Walker and **SECONDED** by Board Member Stark to deny the variance request for Flat River Historical Museum due to all conveyances per code need to be maintained and inspected. **MOTION CARRIED UNANIMOUSLY.**

5. UNFINISHED BUSINESS

Michael Vandervennet asked the Bureau about the status of decisions on Fire Alarm Initiating Devices and whose licenses they are to be carried under. Keith Lambert responded that the Bureau has not yet posed the questions to the Department of Attorney General for guidance.

6. NEW BUSINESS

None.

7. BUREAU QUARTERLY REPORT

Director Lambert reported on the following:

Shannon Maurer is the new manager of the Operations Section which was previously the Administrative Section. Tracie Pack is continuing to assist the Section by providing support to the Bureau's boards and commissions while the Operations Section works to hire staff for these responsibilities.

Paul VanFletteren has accepted a promotion to Code Inspector Supervisor 13 within the Elevator Unit.

Don Thompson has accepted the position of Elevator 10 Inspector under the Bureau's new elevator apprentice program.

8. PUBLIC COMMENT

Mike Janca commented that - TK Elevator is currently installing two (2) hydraulic elevators at the Battle Creek Airport with two (2) machine rooms. At last meeting, as Mike Janca understood it TK Elevator's representative explained they would no longer be able to install hydraulic elevators if they were unable to keep the tank in the pit.

9. NEXT MEETING DATE – MARCH 19, 2024

The Commission 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 March 19, 2024.

Agenda shall be amended from March 14, 2024 to March 19, 2024.

10. ADJOURNMENT

A **MOTION** was made by Vice Chairperson Walker and **SECONDED** by Board Member Vandervennet to adjourn the meeting at 11:05 a.m. **MOTION CARRIED UNANIMOUSLY.**