

**ELECTRICAL ADVISORY COMMITTEE MEETING
March 2, 2004 MINUTES**

**Office of Housing, Buildings & Construction
Electrical Section
101 Sea Hero Road, Suite 100
Frankfort KY 40601-5405**

MEMBERS IN ATTENDANCE

Archer, James	Howard, Jan	Leake, Michael	Malone, Mary
Osborne, Gary	Pace, Chris	Shouse, Jerry	

MEMBERS IN ABSENT

Holthouser, Norman G.	Moore, Jonathan	Shelton, Don	Strange, Jim
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OFFICE OF HOUSING STAFF IN ATTENDANCE

Bennett, Mike; Office of Housing Legal Counsel
Dempsey, Frank; Office of Housing Legal Counsel
Henderson, Nelson; Division of HVAC Director
Langford, Dennis; Office of Housing, Executive Director
McMichael, Shawwna; Administrative Secretary, Hazardous Materials Section
Perkins, Billy; Chief Electrical Inspector

VISITORS IN ATTENDANCE

Carter, Mike R.; Impact
Cox, Jim; Northern Kentucky Electrical Association (*NKEA*)
Enzweiler, Mike; Home Builders Association (*HBA*) of Northern Kentucky
Rich, Jim; Electrical Inspector (*1050-C*)
Trivette, Mel; Franklin County Inspector (*2374-C*)
Waugaman, Gary; Northern Kentucky Electrical Association (*NKEA*)

Meeting Called to Order

Jan Howard made a motion to call the meeting to order at 9:04 a.m. Chris Pace seconded the motion. All in favor. Motion carried.

New Business – Mr. Langford

Dennis Langford stated that the Department has been busy “protecting bills”. The electrical “clean up” bill appears to be fixed. Low voltage certification is included in the “clean up” bill. The plumbing and HVAC industry has signed off on the “clean up bill”. The Department has filed the “clean up” bills in both the House and Senate. Mr. Langford stated that are not required to file the bills in the House and Senate. Legal Counsel Dempsey stated that Darnell Owens could give the Committee an update on the electrical licenses. Mr. Owens is a temporary employee in the electrical licensing. Legal Counsel Dempsey stated that Mr. Owens is a very competent and acts as supervisor since the Department can not hire any fulltime staff.

The Department has received the card stock and is ready to print permanent licenses. The next few months the licensing staff will be cleaning up the database. Individuals applied online when licensing began and entered people such as Mickey Mouse for electrical licenses. Mr. Pace inquired if the phony

applicants will be deleted. Mr. Owens answered yes. Mr. Langford stated that none of the phony licenses was paid for. The website has been changed and now requires payment before a license can be issued. Mr. Langford showed the Committee Members the ID card stock. Mr. Langford stated that the ID card stock should hold up for at least (1) one year. Mr. Langford stated that the Division of Plumbing has now requested to use the same ID card stock. Mr. Pace inquired if the Department is making a final check on whose name is on the ID card. Mr. Owens assured Mr. Pace that the licensing staff has verified that the insurance covers the Contractor. Mr. Langford stated that the reviewing and cleaning up the database will be a process for 1 to 1 ½ years. Mr. Langford asked the Committee Members to notify the Department of any problems that need to be corrected.

Approval of Minutes

Chairman Archer inquired if there was a motion to approve the February 17, 2004 Committee meeting minutes. Mr. Pace stated that Jim Strange was listed as being absent and present to the meeting. Mr. Pace stated that Mr. Strange needs to be deleted from the absent list.

Mr. Pace stated that he has a question on the statement on page 5, which stated “Legal Counsel Dempsey stated that training courses would substitute for 2 years of experience.” Legal Counsel Dempsey stated that the statement was correct. Mr. Langford stated that the Department met with *KCTCS* and Senator Gary Tapp. *KCTCS* wanted their training to be approved as experience. Mr. Pace inquired if *KCTCS* wanted their training to be considered classroom experience or hands-on experience. Mr. Langford stated that *KCTCS* wanted their 4 years of classroom experience to acceptable as experience. Mr. Langford stated that the Department suggested that *KCTCS* appear before the Committee.

Mr. Pace made a motion to approve the minutes as amended. Mike Shouse seconded the motion. All in favor. Motion carried.

New Business – Legal Counsel Dempsey

Legal Counsel Dempsey stated that the “clean up” bill has been approved by both Sub-Committees and is waiting for approval by the floor. The “clean up” bill includes the original bill, inactive status, renewals according to birth month and low voltage exemption, which also includes wording for low voltage certification. Mr. Langford inquired if the Committee needs to address low voltage certification in case the “clean up” bill is passed. Legal Counsel Dempsey stated that low voltage certification would take effect in July. Mr. Langford stated that the Committee would have to approve testing for low voltage testing and standards.

Legal Counsel Dempsey stated that he has drafted a response to Electrical Inspector Tom Studer’s questions he submitted in February 2004. Legal Counsel Dempsey stated that he requested Mr. Studer’s questions to be included in his response. However, the questions were not included in the response. Legal Counsel stated that he would come back to this issue later in the meeting.

Utility Company Installing Temporary Services

Legal Counsel Dempsey stated that temporary services are being done by utility companies. Legal Counsel Dempsey stated that he needs a written opinion but needs clarification from the Committee. Utility companies are installing temporary services on privately owned land must be completed by a licensed Contractor and Master Electrician. Mr. Leake stated that if the temporary services include the panel it is required to be inspected. Mr. Perkins stated that utility companies are claiming that they have an easement and are installing a temporary service. Mr. Perkins stated that the utility company does not own the land. Jan Howard stated that this issue is a tough call. Mr. Howard stated that if his utility company installs a temporary service they don’t have to have an easement. Mr. Perkins stated that utility companies are claiming an easement and putting in temporary services. Mr. Howard stated that his utility company installs underground services to their substations across the property. Mr. Perkins inquired if

Mr. Howard owns their temporary services. Mr. Howard answered no. Mr. Perkins stated that Salt River Electric Company builds their own temporary services and rent the temporary services to individuals without an electrical inspection.

Mr. Perkins stated that the Committee Members have a copy of a letter and pictures of from Electrical Inspector, Steve Helmer. Mr. Perkins stated that Mr. Helmer has claimed he never received a letter. Mr. Perkins stated that he has sent Mr. Helmer a letter in response to his letter and have discussed this issue with Mr. Helmer on the telephone. Mr. Perkins stated that he requested more information from Mr. Helmer. However, the additional information was never received. Mr. Perkins that Mr. Helmer's letter dated February 17, 2004 was not received until yesterday. Mr. Howard stated that if any installation requires an inspection it must be completed by a licensed Master Electrician or Electrician. Legal Counsel Dempsey stated that the Department is trying to get clarification on how far the exemption goes. Mr. Howard stated that his utility company wires substations and lights. Mary Malone stated that the utility company is exempt from licensing when they perform electrical work on their own substations. Mr. Perkins stated that this is the same issue Tom Studer discussed during the last meeting.

Legal Counsel Dempsey stated that the house bill states that a service is exempt if the installation is under the exclusive control of the utility company. Legal Counsel Dempsey inquired if there is an easement or right or way is it under the exclusive control of the utility company. Mike Leake answered no. Chairman Archer inquired if the installations were getting inspected. Mr. Perkins answered yes. Mr. Pace stated that the question is license and/ or inspection. Legal Counsel Dempsey stated these exemptions do not require an inspection. Temporary equipment being installed is required to be inspected. Therefore, a license would be required. Legal Counsel Dempsey stated that he though the installation would have to be inspected. Mr. Perkins answered yes. Legal Counsel Dempsey stated that he does not believe this issue should be a controversy.

Mr. Perkins stated that Electrical Inspector Ken Leathers has a problem with a utility company who is putting in temporary services that are not being inspected. Ms. Malone stated that Bluegrass Energy in Scott County hooks up temporary services, which are locked and can only be unlocked by a local Electrical Inspector once the service is approved. Mr. Pace inquired if the Department has seen utility companies who have applied for a Contractor license. Mr. Owens answered no, however some of the utility companies have applied for licenses. Mr. Howard stated that his utility company has some employees that have applied for a Master Electrician or Electrician license. Mr. Pace stated that if the utility company sells the temporary services they need to have a Contractors license. Mr. Pace inquired if schools have a Contractor license. Mr. Owens answered yes. Mr. Pace stated that the utility companies will need to have the work performed by a Contractor or have a Contractor license. Mr. Langford stated that schools were required to have a Contractors license until an amendment was filed in the "clean up" bill. The amendment states that any work being completed by the Commonwealth of Kentucky, county, city or urban government is not required to have a Contractor's license.

Ms. Malone stated that a receptacle is generally installed in the temporary service so that a drop cord could be used for power tools. Mr. Howard stated that his utility company does temporary hook-ups on homes. Ms. Malone stated that is a temporary service on house, which is generally inspected. Mr. Howard stated that he considers that installation as a temporary construction service. Ms. Malone stated that there is 2 types of temporary services – temporary service for construction and temporary permanent services used for construction. Once a house is hooked up to temporary permanent services the temporary construction service will be disconnected. Mr. Howard stated that his utility company does not do temporary services used for power tools. Mr. Howard stated that the Committee has determined that temporary services have to be inspected. Ms. Malone stated that this issue does not concern inspections. Mr. Howard stated that a Contractor has to pull the permit if an inspection is required. Legal Counsel Dempsey stated that he believes that utility companies are actually competing with Electrical Contractors

who perform temporary services. Mr. Howard stated that his utility company hires an Electrical Contractor to work if it causes the utility company to take care of meter base, which is required to be inspected. Mr. Pace stated that utility companies are actually doing electrical contracting work. Legal Counsel Dempsey stated Mr. Helmer's letter will be on hold until the next Committee meeting.

Training Standards

Legal Counsel Dempsey stated that the Committee needs to set the standards for Apprenticeship programs. Chairman Archer stated that the Labor Cabinet's guidelines should be approved minus the ratio. Legal Counsel Dempsey inquired if the Committee wants a list of topics that should be discussed during the Apprenticeship program. Legal Counsel Dempsey inquired if the Instructors need to have credentials such as PHD, or hold a Master Electrician/Electrician license, etc. Mr. Pace stated that any registered programs with the Labor Cabinet should be approved. Mr. Pace stated that the Committee needs more guidelines. Legal Counsel Dempsey stated that there is a Contractor in Northern Kentucky who wanted explosive proofing as an approved topic for an Apprenticeship course. However, the Department had a problem with limiting topics. Mr. Pace inquired if it was too broad to have any 576 hour Apprenticeship program approved by the Department. Mr. Osborne stated that the Committee should review and approve the curriculum of the registered Labor Cabinet programs. Legal Counsel Dempsey inquired if Mr. Osborne wanted to say 20 hours on a topic. Mr. Pace stated that the Committee does not want to re-create the wheel. Any programs denied by the Department can be appealed to the Committee. Legal Counsel Dempsey inquired if the Committee wants to approve all registered Apprenticeship programs. Mr. Pace answered yes. Mr. Langford stated that any programs elevate 2 years of the required experience. Mr. Langford stated encouraged the Committee to keep that in mind. Mr. Osborne stated that an individual who takes the Apprenticeship program from *KCTCS* is required to have more than 576 hours. Mr. Pace stated that individuals are still required to take the Experior test after completing the Apprenticeship program. Mr. Langford stated that their test scores would be valid as long as the code does not change.

Mr. Pace stated that 4 years of experience or 2 years of experience or 2 years of education is required to obtain an Electricians license. Legal Counsel Dempsey inquired if the Committee is going to retro activate approved Apprenticeship programs. Retro activating approved Apprenticeship programs will allow all individuals who are currently in the programs to count towards their 2 years of approved education. Mr. Pace stated that the Committee would have to retro activated the Apprenticeship programs. Mr. Langford stated the programs would be approved starting at June 24, 2003. Legal Counsel Dempsey stated that Apprenticeship programs can be approved if they can prove their programs was registered.

Mike Enzweiler of *HBA* stated that his organization offers an Apprenticeship program in electric and more. Mr. Enzweiler inquired if *HBA* should wait for next step. Legal Counsel Dempsey answered yes. Jim Cox of *NKEA* inquired if training offered in high school would be acceptable. Mr. Osborne believes the training should be acceptable. Mr. Perkins stated that question has been already been asked. Mr. Pace believes that individuals should have field experience as well as classroom experience. Chairman Archer inquired if the high school training is a 2 year or 4 year program. Mel Trivette stated that individuals are not able to enter the training programs until the individual is in their junior year in high school. Mr. Henderson stated that he has a son who is entering into a training program in high school. A safety course must be completed and the individual must enter into the program in their sophomore year.

Mr. Cox inquired what incentive to join an Apprenticeship program if a high school student can obtain their training while in high school. Mr. Cox inquired if vocational schools are approved

for training. Mr. Pace stated that vocational schools have not been approved yet. Gary Waugaman of *NKEA* inquired if that the qualifications of vocational school instructors are a concern. Legal Counsel Dempsey stated that the qualifications of instructors can be outlined in the regulation. A requirement can be added to say that the instructor must hold an electrical license. Mr. Owens stated he does not believe consumer who hires a licensed Electrician may not feel that an individual who gets their training in high school is competent to do electrical work. Mr. Pace stated that in addition to the training the individual is required to have 4 years of experience. Mr. Owens stated that an individual must have training after they are 18 years of age.

Mr. Enzweiler stated that he has some Apprentices that are in a registered program and train at night and work during the day. Legal Counsel Dempsey stated that the Department is caught in the middle and standards need to be determined. Mr. Henderson stated that the Committee may find that *KCTCS* has some courses that are not full credits. Legal Counsel Dempsey stated that the Department meet with *KCTCS* last week and have expressed they are very concerned. Chairman Archer inquired how *IBEW* treats high school credit hours. Mr. Osborne stated that *IBEW* grants 50% credit on training in accordance with the Labor Cabinet's standards. Mr. Owens inquired how *IBEW* grants 50% credit. Mr. Osborne stated that the program has to be approved.

Mr. Waugaman inquired if 50% credit was for a *BAT (Bureau of Apprenticeship & Training)* program. Mr. Osborne answered yes; if the individual take the *IEC (Independent Electrical Contractor)* program we give 100% credit. Mr. Enzweiler stated that *HBA* does not grant any credit for high school credit hours.

Response to Tom Studer's Letter

Legal Counsel Dempsey stated that item number 1 in the memo dated March 2, 2004 in response to Mr. Studer's questions states that "In order to do electrical work in Kentucky, an Electrical Contractor must hold a valid Kentucky Electrical Contractor's license". Mr. Carter inquired if that statement also was for short term jobs. Mr. Pace stated that there was a 60 day exemption to the regulation. Mr. Pace stated that the 60 day exemption may need to be included in Legal Counsel Dempsey's response. Mr. Osborne stated that there is not an exemption for Contactors only Master Electricians. Mr. Osborne stated that the intent of the exemption was to work for a licensed Contractor in emergency situations. Mr. Pace stated that the Contractor must have license to pull permit even if it's a one day job. Legal Counsel Dempsey stated that according to the law a minimum of 1 Master Electrician must be employed by the electrical company.

Item #2 - Legal Counsel Dempsey stated that he vaguely remembers discussing this issue. Legal Counsel Dempsey stated that experience must be obtained legally and in accordance with the age limitation. There may be unlicensed individuals working for a Master Electrician and get their experience and apply for an electrical license during grandfathering up to July 15, 2004. Ms. Malone stated that an individual can work until their expiration date on their local license.

Item #3 – Legal Counsel Dempsey stated that it is his understanding an individual has to register their 6 hours of continuing education for their first renewal. Mr. Osborne stated that would be history. Legal Counsel Dempsey answered no, in accordance with their birth month. Mr. Pace

stated if someone's birth month is June and gets applies for the license in July they need 6 hours of continuing education. Legal Counsel Dempsey stated that is the way the Department did continuing education for the first renewal. Mr. Leake stated that the purpose is to spread renewals out and not have all licenses renewed at once. Mr. Leake stated that he does not see a down side of having electrical license only valid for one year. Mr. Owens stated that the Department will start renewals in 90 days and this discussion is very important information. The electrical licensing staff needs to know how the information needs to be handles since licensing has be working for 1 year. Mr. Owens stated that he would appreciate the information ASAP. Mr. Pace inquired if the Committee needs to take action on this issue. Legal Counsel Dempsey answered yes. Mr. Pace stated that he would like to make a motion. Ms. Malone inquired if the motion needs to be included during the middle of a discussion. Mr. Pace stated that he would make a motion after the discussion was resolved.

Legal Counsel Dempsey stated that the statue "says what it says" – experience has to in this state. Mr. Owens stated that after he reviewed House Bill 115 how the Department can hold Contractors to that standard but not Master Electricians and Electricians. Legal Counsel Dempsey stated that we hold Master Electricians and Electricians to the same standard as Contractors in accordance with the law. Mr. Owens inquired if an applicant from West Virginia who worked in the electrical trade for 20 years and had never done any electrical work in Kentucky receives an electrical license. Mr. Owens stated that there are some issues with that standard. Mr. Owens stated that there is an applicant from Michigan who holds an electrical license in 28 states and sent in notarized statements to prove his experience. The Michigan applicant was approved to receive an electrical license before Mr. Owens had read House Bill 115. Mr. Owens stated that the Michigan applicant had done work in Kentucky but was not continuous. Mr. Owens stated that the Department now has to deny him the electrical license that was approved because he doesn't have a Master Electricians license. Mr. Owens stated that he had asked Legal Counsel Dempsey the same type issues last week. Legal Counsel Dempsey stated that experience during grandfathering must be in Kentucky. However, after grandfathering experience is accepted in or out of Kentucky. Mr. Owens stated that he was unsure if the electrical licensing staff had the time or capability to review each job. Mr. Owens stated that if someone had no experience in Kentucky that was "clear cut". Mr. Osborne stated that the biggest problem would be resolved with reciprocation of states. Legal Counsel Dempsey stated that the Committee approved a list of states that have the same exam as Kentucky. Mr. Owens stated that based on the list there is an applicant from Alaska who had never done electrical work in Kentucky, was browsing the internet and applied for an electrical license. The Alaskan applicant holds a license in New York, Florida and various other states, which are not on the approved list. Mr. Owens stated that in accordance to the law the electrical licensing staff has to re-review all applications and documentation to verify their experience is in Kentucky.

Mr. Osborne inquired how out of state license holders will get continuing education credit hours. Mr. Perkins stated that there are *IBEW* and *ABC* chapters all over the United States. Mr. Owens stated that he was aware of an applicant who owns an electrical company in Wisconsin and Michigan and also holds 40 of 50 state licenses. However, the applicant did not have any experience in Kentucky. Mr. Owens stated that all the example applicants given to the Committee are qualified as Master Electricians or Electricians. Mr. Owens stated that there have been plenty of applicants that have been approved that should have not been approved. Mr.

Perkins stated that the Committee determined that if an applicant has 6 years of experience is not approved. Mr. Owens stated that the Department denied an applicant due to their experience being out side of the United States. Mr. Owens stated that applications were approved regardless of whether their experience was in Kentucky early on during licensing. Mr. Perkins stated that an organization in Indiana requested approval for continuing education and was denied because the continuing education was not in state. Mr. Pace answered no. Mr. Osborne stated that if “we take everyone in what is the need for the requirements”. Mr. Perkins asked Mr. Osborne to specify what license he is referring to. Mr. Osborne stated that House Bill 115 clearly says that the experience has to be “in this state” for all electrical licenses during grandfathering. Mr. Perkins stated that the Department has tried to do the will of the Committee and told individuals that Master Electrician and Electrician experience out of Kentucky is acceptable. However, Contractor experience has to be in Kentucky. Legal Counsel Dempsey stated that the Department clearly knows that now. Mr. Owens stated that the Department tries to react in accordance with the Committee’s decision. Mr. Owens stated regardless of what the Committee may determine the Department can not contradict the law. Mr. Owens inquired what the electrical licensing staff has to do with the applications that were approved that should not have been. Mr. Howard stated that the website needs to be changed to clearly reflect the experience must be in Kentucky during grandfathering.

Tom Studer’s Request

Legal Counsel Dempsey stated that Mr. Studer’s letter will be tabled until the next scheduled Committee meeting due to the letter arriving too late. Mr. Cox inquired if Mr. Studer’s letter will be added to the next scheduled meeting. Legal Counsel Dempsey answered yes.

Continuing Education Review – Bowling Green Technical College (2nd review)

Mr. Perkins inquired if the Committee wanted prep courses to be approved as continuing education. Mr. Pace stated that the Committee has discussed this issue before and determined prep courses would not be acceptable as continuing education. Mr. Perkins stated that he noticed a prep course was listed as a continuing education course in the Bowling Green Technical College’s information submitted. Mr. Pace stated that Bowling Green Technical College is requesting appendix A and B approved. Mr. Pace stated that if an individual is preparing to take a test to get an electrical license, the prep course is not considered continuing education. Mr. Pace stated that continuing education must be taken before renewal of an electrical license and after an electrical license is obtained. Mr. Owens agreed with Mr. Pace.

Mr. Osborne made a motion to approve Bowling Green Technical College’s appendix A and B and all instructors as submitted for Master Electrician, Electrician and Contractor continuing education. Mr. Pace seconded the motion. All in favor. Motion carried.

Mr. Pace suggested that the Department notify Bowling Green Technical College that prep courses would not be acceptable as continuing education.

Continuing Education Review – Mary Malone

Ms. Malone stated that she previously submitted the continuing education approval request, which was never received. Ms. Malone stated that she hand delivered the seconded approval

request.

Mr. Osborne made a motion to approve Mary Malone as a Master Electrician and Electrician continuing education provider. Mr. Pace seconded the motion. All in favor with the exception of Ms. Malone, which abstained. Motion carried.

Continuing Education Review – Impact

Mr. Perkins stated that he believes Impact also had some prep courses listed as continuing education. Mr. Perkins stated that he received Impact's continuing education approval request at 4:20 pm yesterday. Mike Carter of Impact stated that there is some prep courses listed as continuing education. Impact has been approved in Ohio, which requires electrical code courses. Mr. Perkins inquired if there was anyone from Northern Kentucky familiar with Impact continuing education. Mr. Waugaman stated that most of Northern Kentucky electricians get their continuing education for GCS. Mr. Perkins stated that there are HVAC and plumbing courses listed in the approval request.

Impact is a membership organization, which offers continuing education. Impact has lawyers, OSHA instructors and CPA's to teach their continuing education. Mr. Carter stated that he could give the Committee an overview of Impact if needed. Mr. Carter stated that the course schedule submitted is approved with the state of Ohio. Impact is an approved continuing education provider for HVAC. Mr. Carter stated that Impact can track individuals by name or course. Mr. Perkins inquired Mr. Carter submitted a synopsis of on notifying the Department of courses. Mr. Perkins inquired if Impact would want their courses posted on the website. Mr. Carter inquired how the Committee wants to receive notification of courses. As of February 9, 2004, Ohio requires a submittal of all courses typed with all attendees in alphabetical order. The submittal must submitted be either fax or email. Mr. Perkins inquired if Mr. Carter had obtained copies of the continuing education guidelines. Mr. Carter answered yes. Mr. Carter stated that HVAC has a carbon copy certificate that is given to individuals upon completion of the course.

Mr. Howard inquired which submitted course schedules do the Committee need to review. Mr. Carter stated that all courses on pages 2 through 4 marked "EL" are electrical continuing education courses. Mr. Carter stated that Impact puts together courses to suit individuals. Ohio has a lot of cross over courses for business and safety. All Ohio Contractors are required to have 10 hours. Mr. Pace stated that Kentucky continuing education courses for Master Electrician and Electricians are separate from Contractors. Contractor continuing education is business and safety courses. Code update courses are acceptable for Master Electrician and Electrician continuing education not Contractor. Mr. Perkins inquired what code cycle is Ohio currently over. Mr. Carter stated that he did not understand the question. Ms. Malone inquired if Ohio electrical code cycle was over the 1999 or 2002 National Electrical Code (*NEC*). Mr. Carter answered 2002 *NEC* code cycle. Mr. Perkins stated that the Committee has determined that continuing education must be over the current *NEC* adopted in Kentucky.

Mr. Pace stated that Impact would need to resubmit a course schedule for Master Electrician and Electrician separate from the Contractors schedule. Chairman Archer stated that Mr. Carter will need to resubmit the requested course schedule and will not have to appear before the Committee

to obtain a review. Mr. Carter inquired if he could appear before the Committee when Impact's education is re-reviewed. Mr. Pace answered yes.

Ms. Malone stated that she has a question regarding instructor, Joseph R. Riede. Mr. Carter stated that Mr. Riede has dropped out of the program since the submittal. Impact is in the process of making an agreement with another gentleman to teach Mr. Riede's courses. Mr. Carter stated that he plans on getting alterations for each Instructor. Ohio has a provision that instructors can not be replaced without a 3 day notification. Ms. Malone stated an instructor can be substituted if the other instructor has been approved by the Committee.

Mr. Pace stated that Mr. Carter needs to submit more specific information before Impact can be approved as a continuing education provider. Chairman Archer stated that the new instructor will also need to send a resume with the new submittal. Mr. Carter inquired what type of courses they need to offer. Ms. Malone stated that was up to Impact. However, a maximum of 2 hours of safety and 4 hours of code based education. Ms. Malone stated that some courses submitted like grounding and meter base are acceptable topics for continuing education. Most of the business courses are for Contractors. Mr. Carter inquired if the Committee offers qualified acceptance – Is Impact approved or approved across the board. Legal Counsel Dempsey answered no, acceptance of the provider. Ms. Malone stated the type of courses submitted for initial approval gives the Committee an idea of what or how they plan to teach. Mr. Carter stated that Ohio requires each course to be approved. Mr. Pace stated that the Department would be monitoring the classes and/or providers. Mr. Perkins agreed with Mr. Pace. Mr. Pace stated that if Impact is not doing a good job on teaching continuing education the Department will know it. Chairman Archer stated that the Department requires a list of all schedule continuing education courses. Mr. Pace stated that the Department will post all schedules to the Department's website. Mr. Carter inquired if HVAC continuing education schedules are also posted on the Department's website. Mr. Henderson answered no, the Department only posts Master continuing education courses. Mr. Carter inquired if the Department issues course numbers. Mr. Pace answered no. Legal Counsel Dempsey stated that electrical continuing education is not like the Approved Training Provider (ATP) program in HVAC.

Mr. Perkins inquired if Mr. Carter was aware that the Committee requires the electrical license number being included on the sign in and sign out sheet be submitted to the Department. Mr. Pace stated that all continuing education credit hours will be recorded online. Mr. Owens stated that the Department wants individuals to submit an electronic form, which includes the course name, license number of attendee. Mr. Owens stated that the website to record continuing education credit hours is still in the development stage. Mr. Carter stated that he would submit a copy of what Ohio requires for the Committee's review. Mr. Carter inquired where Impact's continuing education approval request stood. Mr. Perkins stated that Mr. Pace has already told him what he needs to do. Chairman Archer stated that he would have to submit a list of courses. Mr. Carter inquired if there was a minimum of qualifications for instructors set by the Committee. Mr. Pace stated that the Committee does not have a minimum of qualifications instructors. Mr. Carter stated that some Impact's instructors have been Engineers for 20+ years. Mr. Perkins stated that Engineers can draw anything but actually knowing the code is different.

Mr. Pace made a motion to table Impact's request for continuing education approval pending more information. Ms. Malone seconded the motion. All in favor. Motion carried.

Electrical Inspector Review – Robert D. Carpenter

Mr. Perkins stated that Robert Carpenter has made some comments in his Electrical Inspector application that the Department has hired Electrical Inspector, Paul Gullett. Mr. Perkins stated that the Department has only interviewed and offered the position to Mr. Gullett. Mr. Perkins stated that he has sent letters to Mr. Carpenter and Mike Ormerod of the City of Prestonsburg stating that Mr. Gullett has not officially been hired.

Mr. Osborne inquired if Mr. Gullett has already left his position with the city of Prestonsburg. Legal Counsel Dempsey answered not sure if Mr. Gullett has left his position because hiring with the Commonwealth is a long process. Mr. Osborne inquired if the Committee needs to table Mr. Carpenter's application until the next meeting pending proof of passing the *NCPCCI* exam. Ms. McMichael stated that Mr. Carpenter has informed the Department that he will be taking the *NCPCCI* exam on March 10, 2004. Ms. Malone stated that Mr. Carpenter is not applying for temporary certification and needs to be approved or denied. Ms. Malone inquired if Mr. Carpenter has a Master Electrician license. Mr. Osborne answered yes, his Master Electrician license number is listed on his Electrical Inspector application. Legal Counsel Dempsey stated that Mr. Carpenter is a Building Inspector in Prestonsburg. Mr. Perkins stated that Mr. Carpenter has worked for his father for a "good while" according to the information in Mr. Carpenter's application. Mr. Osborne inquired if the Committee approves Electrical Inspector applications pending proof of passing the *NCPCCI* exam. Ms. Malone answered yes, that way people don't waste their money on a license/certification that do not qualify for.

Mr. Osborne made a motion to approve Mr. Carpenter's Electrical Inspector application pending proof of passing the *NCPCCI* exam. Ms. Malone seconded the motion. All in favor. Motion carried.

Mr. Perkins informed the Committee to disregard item "E" on the agenda. Item "E" will be discussed at the next scheduled Electrical Advisory Committee meeting.

Continuing Education Schedule Review – Western KY Construction Assoc. (AGC)

Mr. Osborne stated that there may be problem with Western Kentucky Construction Association's course schedule submitted. Mr. Osborne stated that there was a class listed as "Electrical Safety in the Workplace" listed as 6 hours of continuing education. Legal Counsel Dempsey stated that the Department will send notice to Western KY Construction Association informing them that safety courses can not exceed 2 hours of continuing education credit. Mr. Perkins inquired if Ms. McMichael would send the requested notice. Ms. McMichael answered yes.

Continuing Education Credits

Mr. Pace inquired if the Committee was going to address continuing education after grandfathering. Mr. Pace made a motion to required continuing education in accordance with the license holder's birth month. Mr. Osborne seconded the motion. All in favor. Motion carried.

Continuing Education Review – Jim Rich (1050-C)

Mr. Perkins asked Jim Rich if he had something to discuss before the Committee. Mr. Rich stated that he would like to be approved for continuing education. Mr. Rich stated that he teaches courses for *IAEI* and wants to be approved as a continuing education provider so that he can offer courses at a lower fee. Legal Counsel Dempsey stated that Mr. Rich would have to submit his documentation before a scheduled Committee meeting. Chairman Archer informed Mr. Rich to obtain copies of the continuing education provider guidelines from Ms. McMichael and submit all the required information to the Department for the Committee's review.

Ms. Malone stated that *IAEI* is already an approved provider for Master Electrician, Electrician and Contractor. Mr. Rich stated that he is unsure if *IAEI* will be teaching Contractor continuing education. Ms. Malone stated that would be up to *IAEI* if they choose to teach Contractor continuing education. Mr. Rich stated that he would also like to teach continuing education on his own. Mr. Perkins stated that he had not received any information from Mr. Rich regarding continuing education. Mr. Perkins inquired if Mr. Rich was requesting approval to teach Electrical Inspectors continuing education or just Master Electrician and Electrician. Mr. Rich answered Master Electrician and Electrician only.

Meeting Adjournment

Chairman Archer stated that the next Committee meeting would be March 16, 2004 at 9:00 am.

Mr. Pace made a motion to adjourn the meeting. Mr. Osborne seconded the motion. All in favor. Motion carried. Meeting adjourned at 11:18 am.