Plumbing and Mechanical Systems Examining Board
July 29, 2009
Meeting Minutes

The Plumbing and Mechanical Systems Examining Board met at the Iowa Department of Public Health in the Iowa Professional Licensing's Board Room.

Call to Order: The meeting was called to order at 9:00 a.m.

Roll Call:
Board Members Present:
Ron Masters, Chairperson
Jane Hagedorn, Vice Chairperson
Charles Thomas, Secretary
Carol Crane
Thomas Day
Mickey Gage
Dennis Molden
Susan Salsman
Patricia Broerman- absent
Stuart Crine-absent
Ken Sharp-absent

Staff Attending:
Cindy Houlson, Executive Officer
Susan Van Horn, Program Planner
Wendy Zimmerline, Clerk Specialist
Mary Swinehart, Secretary
Matt Oetker, Assistant Attorney General

Prometrics Staff
Andy Parker
Dawn Becker, Test Developer
Mike Chase,

Matt Oetker reviewed the content of the "Closed Meeting Issues" memo previously distributed to the Board membership.
Reminders:
Iowa Code 21.5(2) provides that a "governmental body shall not discuss any business during a closed session which does not directly relate to the specific reason announced as justification for the closed session.
The groups will return to Open Session at the end of the day for any final board actions to be made.
Matt offered to be available via cell phone if needed.
The entire Board (8 members are present) must vote in favor of going into closed session.

MOTION: Charles Thomas: "I move that the Board go into closed session for the purpose of discussing the contents of a licensing examination, pursuant to Iowa Code 21.5(1)(f)."
SECONDED: Jane Hagedorn
VOTE: All eight board members voted in favor of going into closed session.
Ron Masters, Chairperson
Jane Hagedorn, Vice Chairperson
Charles Thomas, Secretary
Carol Crane
Thomas Day
Mickey Gage
Dennis Molden - absent
Susan Salsman
Patricia Broerman - absent
Stuart Crine - absent
Ken Sharp - absent

The Plumbing and Mechanical Systems Examining Board reconvened at the Iowa Department of Public Health in the Iowa Professional Licensing's Board Room at approximately 5:35 p.m.

MOTION made by Charles Thomas to return to open meeting.

PRESENT
Ron Masters, Chairperson
Jane Hagedorn, Vice Chairperson
Charles Thomas, Secretary
Carol Crane
Thomas Day
Mickey Gage
Susan Salsman

Discussion followed on the testing format and if questions should be approved. Ron Masters phoned Matt Oetker on cell phone for advice on how to proceed. After discussion with Matt it was determined that the vote on approving the questions would be tabled until Matt has time to review the contract, RFP, response and rules.

Jane Hagedorn made motion to adjourn the meeting
Motion seconded by Susan Salsman

Meeting was adjourned by Ron Master at 6:06.

Respectfully submitted,
Mary Swinehart