Plumbing and Mechanical Systems Examining Board
Testing & Examination Committee Meeting Minutes
September 9, 2008

Committee Members Present:
Chuck Thomas, Chairperson
Patty Broerman
Tom Day
Mickey Gage

Staff Attending:
Cindy Houlson, Executive Officer
Susan Van Horn, Program Planner

Chairperson Chuck Thomas called the meeting to order at 1:00 pm.

First order of business was discussion of the Request for Information document. Discussion focused on the fee of $150.00 as maximum amount a testing provider can charge for the administration of the test. Chuck Thomas provided background information on how the dollar amount was established. This fee was included in part from input from John McMullen, Contract Administrator with IDPH. The dollar amount is only to provide some guidance to interested agencies about what fees would be acceptable. The RFI does not establish a fixed test price as $150.00.

After discussion, the committee moved to send the document forward for contract review. Committee members made a request to be kept informed of any editing changes that may take place in the review process.

The next order of business is to determine the next task of the committee. Cindy Houlson addressed the need for rules to be established for examinations. She graciously agreed to compile samples of examination rules from other licensing boards for the committee to review. She will e-mail this information to the committee for review.

At this time the committee decided to defer setting the next meeting until members had a chance to review the examination information.

No other items were brought forward for discussion.

Chairperson Chuck Thomas adjourned the meeting at approximately 1:30pm.

Respectfully submitted,
Susan Van Horn