

**Plumbing and Mechanical Systems Examining Board
Rules Committee Teleconference Meeting Minutes
August 6, 2008**

Committee Members Present:

Sue Salsman, Chairperson
Ronald Masters
Dennis Molden
Stuart Crine
Ken Sharp

Staff Attending:

Cindy Houlson, Executive Officer

Chairperson Sue Salsman called the teleconference meeting to order at 8:58 am.

Agenda items and follow- up discussion from July 17, 2008 meeting.

1. The issue concerning election of officers in Chapter 27 was resolved. Because the Board members terms expire April 30, election of officers will remain as stated in 27.3(3) "The board shall elect a chairperson, vice chairperson, and secretary from its membership at the first meeting after April 30 of each year."
2. Clarification concerning IA Code 105 – Section 11, item #5 (concerning liquefied petroleum gases) will be discussed with Heather Adams at Ken's monthly meeting with her which is currently scheduled for 8/19/08.
3. Other topics and issues were discussed.
 - Contractors licensing was not specifically addressed in the legislation, but it has been brought up that this was an oversight in the law and needs to be included. Issue has been discussed with Heather Adams – she does not find language that gives board authority to make this decision. Representative Quirk and Dennis Hogan will be attending the next board meeting to share their perspective.
 - Active and Inactive licensing statuses were addressed. It was determined that there are many issues that will need to be addressed on this topic, including insurance and bond requirements.
 - Committee addressed Chapter 105 as much as they can until further information is received. Contractor issues cannot be addressed until the full Board meets.
 - Variances and waivers: The committee agreed that Heather Adams will need to be consulted on many issues. Best approach is to draft language and then run it by Heather. She is excellent at assuring the developed rules are consistent the statute.

- Question was asked whether there is a need to define required hours for an apprenticeship. Normally apprenticeships are 8000 hours and DOL has specific requirements. As long as the DOL Bureau of Apprenticeship and Training is referenced the committee should not have to re-define those requirements. Contact person for Iowa is Greer Sisson at 284-4690.
- Routine maintenance definition was also discussed. Stuart Crine read the Electrical Examining Board definition. This also crosses over into issues with HVAC technicians and service work they perform. The definition will affect exemptions that are listed as performing “routine maintenance”. Use of a FAQ sheet could define who does/does not need a license. Some possible language to consider replacing component to component, Electrical Examining Board verbiage, or other examples.
- Recommendation was submitted that drafting of definitions be completed last. It will be easier to identify words that have unclear definitions once the rule is written.
- A brief overview of the other Committee’s activities were as follows:
 - The Application and Fee Committee is working on the Chapter 28 Fees Rule first and will be meeting on August 18 to try to finalize that chapter.
 - The Testing and Examination Committee is creating the RFI to begin conversations with vendors who provide testing/examination services.
 - The Reciprocity Committee sent a letter to most states asking about the opportunity for establishing reciprocity. Two surrounding states, North and South Dakota have both responded positively. Wisconsin indicated they could not provide reciprocity but will be providing more detail in a letter that will be coming.
- Administrative Rules Committee will focus on Licensing. DOL requirements will be used if language is available for specific needs, and the board will address remaining needs. This includes CEU requirements, number of hours required for Apprentices, etcetera.
 - Grandfathering is an issue that the department receives calls about every day. Committee is working on defining requirements for being grandfathered.
 - Stuart Crine read Electrical Examining Board wording on Class B licenses. Original language left a lot of people out from being able to Grandfather in, so they have had new legislations that will mandate a change in the requirements for a Class B license.
 - Members shared personal experiences and preference for addressing required years in the trade. It was suggested that 5 years on the HVAC mechanical side were sufficient to qualify for a license, since most receive a two year technical degree.

- Write language that is broad enough to allow board flexibility to grandfather those with reasonably documented experience and/or education, but specific enough to allow for consistency in the decision-making process.
 - Questions also came up about people who maintained their master license, but no longer worked directly in trade – but in another associated job. Originally had tested for license, but did not pull wrenches any more. As long as maintained CEUs, it was agreed these people should be allowed to obtain a license.
 - Additional example discussed was people working in rural areas, they have grown up in the trade but never tested or had documented training. They many have not kept CEU certificates since they were never required to have them as proof.
 - Our statute gives us “5 years or more” but parameters for the time frame will need to be established.
- **Best ways to contact rural and other trades people** was discussed as it will be a challenge to contact all individuals and companies that perform plumbing and mechanical work. Ideas presented include
 - Contacting all Iowa cities
 - Contacting the Iowa Association of Building Officials.
 - The renewal process will be stricter for documenting CEUs. The waiver allows for people who have never had to keep documentation a means to get credit for the sessions/classes they have attended.
 - Next meeting topic will be looking at Section 18, at the Master, Journey and Apprentice licenses

Next meeting will be by teleconference 1:00 pm – 3:00 pm, Wed 8/28/08.
Meeting adjourned.

Respectfully submitted,
Cindy Houlson