## Plumbing and Mechanical Systems Examining Board Chairs Committee Meeting Minutes January 19, 2009

## **Committee Members Present:**

Ron Masters, Chairperson Jane Hagedorn Sue Salsman Chuck Thomas

Committee Members Absent: Patricia Broerman

## **Staff Attending:**

Cindy Houlson, Executive Officer Matt Oetker, Assistant Attorney General

Chairperson Ron Masters called the meeting to order at 4:00 pm.

Minutes from the last meeting were approved.

Members reviewed the agenda for the Board meeting scheduled for January 20. Ron requested the committees to share their reports.

Administrative Rules Committee – Chair Sue Salsman reported on the actions the committee had taken on Continuing Education rule at their last meeting. She also stressed that the changes their committee made were shared with the Jane Hagedorn. Changes that were being recommended were based on Public Comment that was received at the Public Hearing that was held on January 6, 2009. Al Smith from RSES had brought up the subject of e-learning. The ARC committee members supported including e-learning as an approved method for completing 2 hours of continuing education in the OSHA and discipline specific categories. The change in language will be proposed to the entire Board at the meeting on January 20. There are many questions about e-learning that the full Board has to address.

The second change that Sue will take to the Board will be the ARRC Committee member's comments concerning the audit reference in Chapter 30.4(5) a licensee who is the subject of an audit shall be ineligible for license renewal until the completion of the audit. Recommendation from the ARRC Committee member was that it was unusual not to renew a license that was being audited. The full Board will need to determine whether to consider changing or striking the rule.

Application and Fees Committee – Chair Jane Hagedorn shared the final draft of application that will be shared with the Board. She also covered other issues that the committee has been addressing. The Committee also participated in the pilot testing of the on-line application and provided feedback to Iowa Interactive on deficiencies that were identified during the testing.

Cindy shared that the "go live" date was postponed until January 26. The lead programmer's wife had experienced an early delivery and the software would not be ready for the anticipated start date of January 21.

Testing and Exam Committee – Chair Chuck Thomas shared the status of the RFP. The Review Team has completed their scoring of the two RFPs that were submitted. The Committee had reviewed the scores and concurred with the Review Team on the scoring. The next step will be finalizing the contract and announcing the vendor on February 6.

Reciprocity Committee – Chair Patty Broerman was absent and the committee will not be reporting at the Board meeting.

CEU Committee – Chair Jane Hagedorn shared the Committee had met for the first time. They began working on forms to use in approving both instructors and courses.

The January 20 Board agenda was discussed.

Ron Masters requested that we utilize color paper for the different handouts. It would assist in identifying which handout was being discussed. Another option that was brought up was using colored flags to separate the handouts.

Chairperson Ron Masters adjourned the meeting at approximately 6:15 pm.

Respectfully submitted, Cindy Houlson