

Plumbing and Mechanical Systems Board
Chapter 29 Committee Meeting Notes
March 11, 2011
Dial in: 1 (866) 685-1580
Code # 0009991700

Present: Jane Hagedorn, Chuck Thomas, Mick Gage, Ron Masters, Cindy Houlson and Mary Swinehart

Ron Master called the meeting to order.

Evan Peterson from Black Hills Energy attended to provide information to the Committee to allow Black Hills Energy to become equivalent to NATE for specialty licenses.

1. *What training is completed before the tech is sent out completely on his own to do his work?*
Evan responded that really depends, it varies by the tech that is hired. Some in heating and cooling have ten years of experience do not need a great deal of training to handle a heating/cooling call. If training an individual from scratch there is a lot of course attendance and peer review, dependent on their experience.
2. *What kind of evaluation tool is used to assess new hire's knowledge in what areas to know what classes he/she must complete.*
Every frontline employee goes through a 3-week core training which includes appliance safety and venting. This core training is offered several times each year. Many individuals use the core training as a refresher.
We do not have an evaluation tool or test; we go by peer review and supervisor review.
3. *What kind of records are kept to reference?*
Evan: a training plan is developed for each year. There are quarterly and annual reviews, where the need for additional training is obtained. The supervisor is constantly looking for training needs and individuals may request additional training. Records are kept on how the individual is doing by the supervisor or training evaluation pinpoints problems they may experience for each individual.
4. *What is their process for putting an individual to work, do they go through an evaluation process before going out on their own?*
After hours individuals do rotations. In larger areas we have both appliance and utility workers, in smaller areas have utility on call to do basic checks. Have a contractor on call to do contractor work. Individuals are never out on their own.
5. *Is there mandatory training before going out on their own?*
That has been touched upon in previous answers. Every frontline employee completes core training.
6. *What's the time line for a new hire to start through the training that they supply?*
This question has been touched as well.

The supervisor evaluates the employee, during that process questions are asked to ascertain their experience, get employee input and track their process. There is not a written test as such. Assistance is available in person or via phone. Training is provided when requested, across a four state area, there is a centralized area at times for training. If there is a need in particular area training can be provided more often.

Jane commented: How do we get equivalent in terms of specialty licenses. They have gone through some period of training before license is issued. There should be some type of documentation that demonstrates skill set.

Evan: we operate similar to all non-union shops out there. How would you like us to develop some type of documentation?

Jane: That tool does not have to be a written test, but an evaluation of this individual to demonstrate they have the necessary skill set.

Evan: we certainly can develop an evaluation of skill set. What is the timeline? Sometime within the next year specialty licenses should be available.

Cindy commented specialty licensing may be put on hold due to legislative changes. If the law is effective when signed, software may need to be shut down. If a later date is chosen that may be different.

Evan will communicate with Cindy regarding an evaluation form.

Vatterott College

Following a discussion the committee was in agreement to approve Vatterott College as an equivalent to NATE for specialty licenses.

Kirkwood College

Kirkwood has contacted Cindy will be sending information on their plumbing program for approval as equivalent to NATE for specialty licenses.