

**Plumbing and Mechanical Systems Board  
Chairs Meeting  
Monday, December 20, 2010**

**Board Members Present:** Thomas Day, Jane Hagedorn, and Chuck Thomas

**Board Members Absent:** Susan Salsman and Ron Masters

**Staff Attending:** Cindy Houlson, September Lau, Dan Hostetler and Mary Swinehart

**Call to Order** – Chair Jane Hagedorn

**Minutes dated November 16, 2010 approved**

**Contested Case Proceeding Training – Jean M. Davis, Chief Administrative Law Judge**

Jean's presentation will be approximately one hour.

**Confidentiality Review –September Lau**

September requested time to review the confidentiality process.

**Waiver of Administrative Rule – Stanley Saastamainen**

Mr. Saastamainen is an individual that applied to take the exam and have completed by Nov. 15<sup>th</sup>. He did not make the deadline for several reasons, therefore he has completed a waiver of administrative rules.

**Committee Reports and Recommendations for Actions:**

Jane requested reports from committees that have met during the last month.

Applications and Fees Jane Hagedorn, committee chair

Renewal applications have been reviewed by this committee. The board members are being asked for input on this applications.

CEU Committee Jane Hagedorn, committee chair

Jane reported that this committee met at least twice reviewing courses & instructors.

To date:

1040 total applications received	332 instructors approved
412 courses approved	7 E courses approved
72 applications in an incomplete status	
75 no further information received within 30 days	

Chapter 30 changes have been finalized and presented to the board.

Chapter 29 Ron Masters, committee chair

Unable to attend

Discipline Committee Jane Hagedorn, committee chair

Jane reported this committee continues to review cases. There will be cases presented to the board for review. This committee is scheduled to meet following the board meeting.

**Other Business**

Chuck will make a motion to move meeting in January one week just for this one month.

Chuck reported that MGM has been acquired by Air Gas Medical Services Incorporated.

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MGM – acquired by Air Gas Medical Services Incorporated. Should they have to reapply.  
Maybe a W9 would cover.

Procedurally – equivalent to NITC. If no longer approved – individual would have to contact air gas medical. Committee needs to address.  
Get W9 and have a phone meeting – what route to take.

Closed session

Changing the way I describe – have someone from the committee present.

Part of the presentation includes a recommendation from the Committee, vs a staff member.

Jane would be happy to present tomorrow and will discuss at next discipline committee meeting.

**Public Comment**

**Next meeting**

**Adjournment**