# Plumbing and Mechanical Systems Board Continuing Education Committee Notes November 1, 2010

Dial in: 1(866) 685-1580 Code #0009991700

3- 5:00 p.m. Lucas Room 320

**Present:** Jane Hagedorn, Mick Gage, Tom Day, Brita Van Horne, Cindy Houlson, Matt Oetker, September Lau, Susan Van Horn, Sheri Cord & Mary Swinehart

September Lau was introduced to the group. She will be assisting Matt with work for the Board.

Jane Hagedorn called to the meeting to order

Notes from October 18, 2010 Meeting were approved.

#### Chapter 30 revision issues

1. Continuing Education for Multiple Discipline Licensees:

8 hours in any combination in the disciplines that you hold a license in.

2 hours (or 4 hours) applicable lowa plumbing and/or lowa Mechanical Code (Note: If you hold one license in plumbing and one or more licenses in HVAC, hydronics or refrigeration this number will be 4 hours).

Could the red verbiage be reworded to make it clearer? Some have read it as can take 4 hours in the Iowa Plumbing Code or 4 hours in the Iowa Mechanical Code.

Following a discussion, the committee agreed that Matt would create a 30.2(2) c to clarify the requirements of the codes.

Following a discussion about the discipline requirement, it was agreed to leave it open, to allow any combination of hours in the discipline.

2. Pre approval for courses needs to be in rules

The committee agreed to add a point under 30.3(1) stating the application must be filed with the board at least 60 days prior to the course, if the course has been scheduled.

3. Post approval ending March 2011

The committee agreed to change the date to February 28, 2011 for clarification.

Jane would like to see a note in the instructions that post approval will end February 28, 2011.

Jane will continue to mention this during her CEU report at board meetings.

4. Identify or narrow definition of code

The committee agreed that the definition would not be narrowed as a class on a specific portion of a code could be taken. The committee is aware that the same code class could be taken for two licensing periods. This committee has no authority over the mechanical code, it could be changed or not, so not able to limit code to updates.

Brita mentioned the Energy Code has been adopted statewide. This committee will look at the Energy Code as it relates to Plumbing & Mechanical at the November 15<sup>th</sup> meeting.

5. Automatic exemption from CEU, could we include apprentice's first partial license?

The committee agreed to have automatic exemption for CEUs for apprentices that acquire the journey license.

The committee asked that CEU requirements for other than apprentices be discussed at Nov. 15<sup>th</sup> meeting.

Example: Jane's employee took exam and received license with different expiration date from original license. How will CEU requirements be met?

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6. Manufacturing rep will be added to the rules for instructor approval.

Renewal notification: a letter should be sent 60 days before the expiration date. If the course has the same content & instructor and the content has not changed, there is no need to duplicate information already sent. This information will be added to instructions, not in rule.

What if a licensee takes a class that has not been renewed? (expirations for October & November) That class would not count toward CEU requirements.

Not necessary for rules.

30.6 (1) b. Resided in another state or district having continuing education requirements for the discipline and met all requirements of that state or district for practice therein; **or** Clarification of the word "district" – does it mean District of Columbia or does it mean a city or jurisdiction? The word district refers to District of Columbia.

Further research resulted in not making changes.

30.6 (2) a. a. A licensee seeking a permissive exemption shall apply to the board, in such form as the board may prescribe. Should a time limit before renewal be placed on request such that it does not interfere with renewal of a license? Example: a permissive exemption request could be received a day before the renewal of a license.

A time limit is unnecessary as it is addressed elsewhere.

30.7 (2) All requests for extension must be made prior to the license expiration date.

Should the word "prior" be clarified as to not run into a renewal.

A time limit is unnecessary as it is addressed elsewhere.

Has CEU requirements been clarified for specialty licenses? Referred from ARC Committee. CEU requirements for specialty licenses are the same as discipline license. Has been included in rules and will be modified when changes are made to "c".

CEU Requirements by States – reference 30.6(1) Automatic exemptions Following research this will remain as is.

## Old Business (C) = Course (E) = E-Learning (I) = Instructor

- a) Email #62, 10/18/10, ECM Motors Service & Troubleshooting –
   Asked for more details, information sent Approved
- b) Email #73, 10/18/10, HVAC Bidding and Design Procedures Request additional information: when is class held, how many hours spent on bidding and how much discipline related. Bidding is not an appropriate topic.

### New Business (C) = Course (E) = E-Learning (I) = Instructor

a) (I) Email #1, 11/15/10, B Orr

Approved

b) (C) Email #2, 11/15/10, Plumbing CEUs

Sent for information

c) (C) Email #3, 11/15/10, Our changing Industry

Request additional information: how much relates to the discipline and remove portion on Omaha licensing.

d) (I) Email #4, 11/15/10, J Rezab

**Approved** 

e) (I) Email #5, 11/15/10, D Rigg

Sent for information

f) (I) Email #6, 11/15/10, A Smith

Sent for information

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g) h) i)	(C) Email #7, 11/15/10, Blended Refrigerants & P/T M (C) Email #8, 11/15/10, Simple R410A (I) Email #9, 11/15/10, S Harfst – Approved by Lead E	Approved
		Approval letter sent 10/22/10
j)	(C) Email #10, 11/15/10, Trenching/Excavations	Approval letter sent 10/26/10
k)	(C) Email #11, 11/15/10, OSHA 10	Approved
l)	(C) Email #12, 11/15/10, OSHA 30	Approved
m)	(C) Email #13, 11/15/10, Lead Safe Renovator-8 Hour	-Approval letter sent 10/22/10
n)	C) Email #14, 11/15/10, Lead Safe Renovator Refresher-4 Hour	
		Approval letter sent 10/22/10
o)	(C) Email #15, 11/15/10, Residential Heat Pumps	Approved
p)	(C) Email #16, 11/15/10, Residential Gas Heat Refresher Approved	
q)	(C) Email #17, 11/15/10, Residential Air Distribution	Approved
r)	(C) Email #18, 11/15/10, HVAC Equipment and Material Placement	
With The Use of Cranes or Tower Cranes, Also Hand Signal Review		
	Request additional information: Class content & when & where taught	
s)	(I) Email #19, 11/15/10, G Hunsicker	Approved
t)	(C) Email #20, 11/15/10, Heat Exchanger Failure Training Approved for 4 hours	
u)	(I) Email #21, 11/15/10, S Widhalm	Approved
v)	(C) Email #22, 11/15/10, Plumbing Safety	Approved
w)	(I) Email #23, 11/15/10, G Averill Sr	
Request Iowa Lakes send a verification letter		

**Next Meeting**: November 15, 2010 in Lucas Room 517, 1:00-3:00 p.m. Items for discussion:

x) (I) Email #24, 11/15/10, K Hugo

- A. Energy Code as it relates to Plumbing & Mechanical disciplines.
- B. CEU requirements for other than apprentices Example: Jane's employee took exam and received license with different expiration date from original license. How will CEU requirements be met?

Approved

- C. Clarify the number of hours of a class computer will only allow the number of the class.
- D. Brita's suggested changes Matt felt should be discussed by committee.