Plumbing and Mechanical Systems Examining Board
Application & Fees Committee Meeting Minutes
August 18, 2008

Committee Members Present:
Jane Hagedorn, Chairperson
Ronald Masters
Mickey Gage

Staff Attending:
Cindy Houlson, Executive Officer
Susan Van Horn, Program Planner

Chairperson Jane Hagedorn called the meeting to order at 4:25 pm.

Minutes from the July 17, 2008 Application & Fees Committee Meeting Minutes were reviewed and format discussed.

Mick Gage made a motion: to accept the Meeting Minutes from July 17, 2008 as presented.
Ron Masters seconded.
The motion passed unanimously.

The first committee item was the Combined License Fee – Chapter 28.
Discussion included:
The definition of combined license and required testing.
No fee discount for license application in multiple disciplines.
CEU's will need to be met for each individual discipline.
Combination license only offered at the Masters and Journeyperson level.
Need clarification from Joe Brooks about Special Licensure for electrical disconnects from the Electricians Board.

Ron Masters made a motion: A combined license is each of the separate disciplines times the appropriate fee.
Mick Gage seconded.
The motion passed unanimously.

The second agenda item was the paper application fee.
Committee felt a fee should be charged in order to reduce number of paper applications and help eliminate errors created by handwritten applications.

Ron Masters made a motion: A paper application will include a fee of $25.00 in addition to the other required fees.
Mick Gage seconded.
The motion passed unanimously.

The third agenda item included other points of consideration.
Discussion included:

A fee table to pro-rate license fees in order to allow applicants to renew in the month of birth. This would allow the renewals to be spread over the two year period rather than all at one time.

Mick Gage made a motion: To accept the fee schedule table for 2 years and move it to the board.
Ron Masters seconded.
The motion passed unanimously.

Discussed continued to the next point of consideration - need for an "Inactive" status and accompanying fee.

Inactive status should be defined as not working in any discipline.
Inactive status should not be allowed to take out permits.
License card will include 'inactive' as status.

Ron Masters motioned: To set fee for Inactive Status as $50.00
Mick Gage seconded.
The motion passed unanimously.

Discussion continued to next point of consideration – license for water, sewer and storm pipe fitters. The committee discussed the specialized group and where the definitions placed them in the code, including utility exemptions.

Ron Masters made a motion: To include in 28.1 (1) item g – A sewer & water installer license - $100.00 (for 2 years).
Mick Gage seconded.
The motion passed unanimously.

Agenda for the next meeting will include discussion of application and what is needed. A sample application will be prepared for the committee to review.

A meeting by conference call is tentatively scheduled for August 26th at a time TBD to review application.
A meeting is tentatively scheduled September 15th, 2008 at 4:00 pm in the Rice Room at Mercy Capitol.

Ron Masters made a motion: to adjourn the meeting.
Mick Gage seconded.
The motion passed unanimously.

The meeting was adjourned at approximately 6:25pm.

Respectfully submitted,
Susan Van Horn