

**MINUTES**  
**CONNECTICUT AUTOMOTIVE GLASS WORK AND**  
**FLAT GLASS WORK BOARD**  
165 CAPITOL AVENUE  
HARTFORD, CONNECTICUT 06106

**OCTOBER 27, 2006**

The Connecticut Automotive Glass Work and Flat Glass Work Examining Board held a regular Board Meeting on Friday, October 27, 2006 commencing at 9:28 AM in Room 117 of the State Office Building, 165 Capitol Avenue, Hartford, CT 06106.

Board Members present: Edward J. Fusco (*Unlimited Journeyperson-Flat Glass Work*)  
Jennifer Russell-Vanasse (*Unlimited Contractor-Flat Glass Work*)  
Robert Steben (*Unlimited Contractor-Auto Glass Work*)  
Carl Von Dassel (*Unlimited Contractor-Flat Glass Work*)  
John A. Wisniewski (*General Contractor-Auto Glass Work*)

Board Vacancies: *Unlimited Journeyperson-Auto Glass Work*  
*Three (3) Public Members*

Board Counsel: Not present as requested.

DCP Staff Present: Robert M. Kuzmich, R.A., License and Applications Specialist  
Richard M. Hurlburt, Director

Others Present: Glenn Moses, Safelite Auto Glass  
David Rosenberg, Safelite Auto Glass  
Charles Turiello, Diamond Triumph Auto Glass

**Note: The administrative functions of this Board are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information, call Director Richard M. Hurlburt, Director at (860) 713-6135.**

**1. CALL TO ORDER:**

The Automotive Glass Work and Flat Glass Work Examining Board Meeting was called to order at 9:28 AM by Chairman Edward J. Fusco.

**2. REVIEW OF MINUTES OF PREVIOUS MEETING:**

After a review of the minutes of the August 25, 2006 regular Board meeting by all members, *the Board voted, unanimously, to approve the draft of the minutes as submitted. (Von Dassel/Steben)*

**3. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY:**

A. Mr. Wisniewski noted that the discussion pertaining to amending the Department of Motor Vehicle windshield replacement sticker Form No. B-346 to include the installer's license number, as previously suggested by Ms. Vanasse at the Board's last meeting, was not included in the meeting minutes of August 25, 2006. The Board agreed to include this discussion in the minutes of this meeting and to not amend the previously accepted minutes of August 25, 2006.

**4. OLD BUSINESS:**

A. Continuation of discussion concerning updating *Auto Glass Classroom Course Outline Draft*. Mr. Wisniewski suggested that the Windshield Repair hours, currently listed as 100 on page 4 of the draft, be changed to 40 hours of on-the-job training. Mr. Kuzmich noted that Mr. Bob Martin stated he is not opposed to amending the draft but is asking the Board for any suggestions they may have to be sent to him in writing. Mr. Hurlburt noted that Mr. Martin only deals with related classroom instruction and not on-the-job-training hours. Mr. Wisniewski noted that this change to 40 hours will make the draft consistent with the training requirements listed on the State Application Form.

Mr. Moses noted that he worked on this draft when it was first being developed. He clarified that, originally, this hour amount was arrived by looking at the amount of time in an average day or week a technician spends in each of these areas and this amount was then extrapolated out to one year and came up with about 100 hours.

Mr. Hurlburt clarified that this outline applies to the AG-2 license type and as such the change in hours may not be a significant impact since they are already being trained for 2000 hours; one full year. Any reduction in hours in one area of training must be made up for in another area in order to meet the overall hour requirement.

In response to a question from Mr. Wisniewski, Mr. Hurlburt stated that an apprentice in training for an AG-2 license can apply for the AG-4 license type along the way when that training hour amount is met in the course of his overall training. This would allow the person to be dispatched as a licensee doing repair and have him continued to be supervised as an AG-2 Apprentice for the remainder of his 2000 hours.

Mr. Wisniewski still believes that the hour amount should be changed to be consistent but would agree to whatever the Board wants. He suggested that if the change was made, an additional 60 hours could be added to Field Training for Glass Installations (OJT) under "*Standard Installations*". 15 additional hours could be added to each of the four categories listed under Section I - Glass Installations; *Standard Installations* for a total of 60 additional hours. Mr. Moses noted that the total hour amount is derived from the portion of the day an apprentice spends doing these each of these tasks on a daily basis.

Mr. Hurlburt noted that the change could be made because this draft acts only as a guideline and noted that the only other time this draft is used is when an examination is created at which point the test developers look at this guideline to make questions are asked that cover all the content areas. This guideline assists in determining the amount of emphasis on the test there will be for each of the subject matters.

In conclusion, the Board agreed the above noted modifications to the "*Autoglass Classroom Course Outline Draft*". The Department of Consumer Protection will advise the Department of Labor of the changes made to this document.

B. Department letter, dated May 25, 2006, concerning Automotive Glass Work and Flat Glass Work License Types. The Board acknowledged receipt of this information.

C. Regarding related classroom instruction for autoglass work, Mr. Hurlburt stated this Board previously determined that, currently, there are not 144 of training available. He further noted that it appears that Mr. Bob Martin will accept less school related instruction. He suggested the Board needs to vote to approve either the 66 hour on-line course or the 40 hour textbook course; both offered by the NGA until such time as 144 hours of related instruction can be obtained.

It was noted that the 144 hour of related classroom instruction for auto glass work was a model originally adapted by the this Board because that it was the State had in place for other apprenticeship programs. However, as of the last meeting, it was determined that this figure can be adjusted by the Board if this hour amount can not be met.

*After brief discussion, the Board voted, 3 members in favor with one abstention, to accept both the 66 hour on-line course and the 40 hour textbook correspondence course, both provided by the National Glass Association (NGA) as acceptable related auto glass instruction for AG-2 apprentices until such time as further related instruction is developed by the Board. (Steben/Russell-Vanasse). It was noted that Mr. Wisniewski abstained from the vote because he has not seen the courses. Mr. Fusco also abstained from the vote.*

D. Mr. Kuzmich presented the Board with e-mail correspondence between himself and LYNX Services concerning a suggestion by the Department that this company ask for license numbers in their database. The Board noted that based on a response e-mail received from Mr. Paul McFarland, it is quite obvious to them that personnel at LYNX Services have not bothered to read the information the State provided them. Had they done so, virtually all of their questions would be answered.

## **5. REVIEW OF CORRESPONDENCE:**

A. Information from the State of Connecticut Department of Motor Vehicles, dated July 24, 2006, concerning Connecticut Windshield Registration Sticker Program. The Board asked the Department to send a letter to the Department of Motor Vehicle requesting that the glass installer's license number be included on the sticker used for windshield replacement. Mr. Hurlburt noted that legally, the installer's license number must be on the sticker whether there is space or not because it is specified elsewhere in the occupational licensing law. It was also noted that both the contractor and technical license numbers must be on the sticker.

B. Formal Opinion 2005-03, dated November 8, 2005, from Attorney General, Richard Blumenthal, to the Honorable Shaun B. Cashman, Commissioner, Department of Labor. The Board acknowledged receipt of this information.

C. Formal Opinion 2006-022, dated September 22, 2006, from Attorney General, Richard Blumenthal, to the Honorable Edwin R. Rodriguez, Commissioner, Department of Consumer Protection. The Board acknowledged receipt of this information.

D. Department of Consumer Protection Letter, dated February 14, 2005, to Mr. Leland Telke, Division Chief, State of Connecticut Department of Motor Vehicles. The Board acknowledged receipt of this information.

E. Credential Counts by Board and Status; Automotive Work and Flat Glass Work licenses currently "Active"; for the Board's information.

## **6. NEW BUSINESS:**

A. Question from Ms. Jennifer Russell Vanasse concerning qualifications to take the Flat Glass Journeyman Examination. Ms. Vanasse explained that she encountered individuals at a private association meeting who questioned the process for becoming a licensed journeyman or contractor. She noted that the attached Department information sheet which contains appropriate statutory excerpts addresses this matter.

Exhibit: Statutory Excerpts concerning Agenda Item 6(A).

B. Application of Mr. Peter D. Collins for Flat Glass Contractor; for review and discussion by the Board. Ms. Vanasse explained that this applicant was told to call her by a glass salesman because she is a member of the Board. Ms. Vanasse noted that this applicant was caught advertising in printed media without displaying a license number. Mr. Hurlburt warned Ms. Vanasse and other members of the Board of their involvement in matters such as this because it may compromise their ability to participate in and formal action the Department may take against this individual.

Mr. Hurlburt noted the application is far from complete for an FG-1 application noting the absence of client and supplier reference letters. Mr. Kuzmich explained that this applicant was previously sent correspondence from the Department outlining what is needed in order for them to further review his application. The Board questioned the applicant's need for this license type since his work is residential in nature and could probably operate under' an

exemption once he is registered as a home improvement contractor. *The Board decided to take no further action on this application until the requested information is received.*

## 7. OTHER BUSINESS:

### A. Schedule of Board Meeting for 2007:

**January 26, 2007**

**April 27, 2007**

**July 27, 2007**

**October 26, 2007**

All meetings will be held at the State Office Building, Room 117, 165 Capitol Avenue, Hartford, Connecticut and will commence at 9:30 AM unless otherwise notified.

B. Mr. Kuzmich presented to the Board an application for an AG-3 license from Mr. Robert J. Fortin doing business as Dr. Vinyl" of Farmington Valley. Mr. Wisniewski suggested that this business is a franchised business. Mr. Hurlburt noted the qualifications the Board must look for are a 40 hour training course and 40 hours of field experience. Mr. Moses speculates that this is a vinyl repair business that branched out into windshield repair since they may already be working on the car repairing vinyl dashboards, etc.

Mr. Hurlburt suggested that the application is incomplete and should be sent back for resubmission with the required documentation. *After more discussion, the Board decided to take no further action on this application and ask Mr. Fortin to appear before them at their next meeting scheduled for January 26, 2007.*

C. Mr. Fusco stated that he has been contacted by a reporter from the Hartford Courant regarding glazier licensing in Connecticut. Mr. Fusco gave him an interview over the phone. The reporter noted that he will be doing an article. Mr. Fusco stated this reporter is acting on behalf of a disgruntled member of the glass work community.

There being no further business, the meeting adjourned at 10:58AM.  
*(Wisniewski/Von Dassel)*

**NEXT MEETING DATE;                    JANUARY 26, 2007**

**STATE OFFICE BUILDING  
165 CAPITOL AVENUE, RM. 117  
HARTFORD, CONNECTICUT**

**TIME: 9:30 AM; ROOM 117**

Respectfully Submitted,

Robert M. Kuzmich, R.A.  
License and Applications Specialist