

# **STATE OF CONNECTICUT**

## **ELECTRICAL WORK EXAMINING BOARD**

**-MINUTES-**

**NOVEMBER 9, 2018**

The Regular Meeting of November 9, 2018 was held in the Department of Consumer Protection - North Building, Hearing Room J, 450 Columbus Boulevard, Hartford, Connecticut 06103.

**Members Present:** Anthony Soter, Unlimited Journeyman  
Robert Woytowich, Unlimited Journeyman  
John W. Yusza, Electronic Technician

**Members Absent:** Laurence A. Vallieres, Unlimited Contractor, Chairman  
Peter L. Jennings, Unlimited Contractor  
Ronald Bish, Unlimited Contractor  
Bruce A. Silva, Unlimited Journeyman

**Member Vacancies:** One (1) Unlimited Journeyman  
Four (4) Public Members

**DCP Board Staff:** Karen Layman, License and Applications Analyst  
Richard M. Hurlburt, Director, Occupational and Professional Licensing Division

**Others Present:** Pamela Brown, Director, Investigations Division  
Janita Hamel, Supervisor, Investigations Division  
Todd Berch, Dept. of Labor, Apprenticeship Training Program Manager

Note: The administrative functions of the Boards, Commissions, and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information, contact Richard M. Hurlburt, Director, at (860) 713-6135 or Fax (860) 706-1202.

Agency Website: [www.ct.gov/dcp](http://www.ct.gov/dcp) Division E-Mail: [dcp.occupationalprofessional@ct.gov](mailto:dcp.occupationalprofessional@ct.gov)

## **1. Call to order.**

Anthony Soter called the meeting to order at 8:31 AM.

## **2. Review Minutes of Previous Meeting: September 7, 2018.**

The Board voted to approve the minutes of September 7, 2018 as submitted.  
(Woytowich, Yusza)

## **3. Comments or Concerns of any Person Present Today:**

None

## **4. DCP Investigation Division Complaint Report:**

The Board received a complaint report for the period of 8/29/18 to 10/26/18 via email prior to the meeting for review. Pamela Brown and Janita Hamel were in attendance and responded to the Board's questions regarding this report.

## **5. Review of Correspondence:**

None

## **6. Old Business:**

### **(1) Electrical Board Data Requests October 2018**

The Board reviewed a report provided by the Department, per their Board's request at the September 7, 2018 Board meeting, which includes data regarding applications processed and information regarding application processing procedures. The Board also reviewed the letter used for referral of applications from DCP to DOL.

Todd Berch was present and provided an overview of DOL's procedures for conducting the comparative analysis for related instruction and on the job training for applications. Discussion took place regarding the number of hours required for related instruction, time allowed between when related instruction is completed and application is made to test for a license, and ideas for improving the curriculum for apprenticeship.

### **2) Electrical License Type Credential Counts by Board, Status, and Status Reason**

**The Department provided a report, per the Board's request at the September 7, 2018 Board meeting, which includes data regarding current number of licensees and status.**

This item will be tabled until February 8, 2019 Electrical Work Examining Board meeting.

**(3) Update on the Electrical Board's request made at the September 7, 2018 Board meeting for a meeting to be scheduled with DCP and DOL Commissioners on the reopening of the MOU**

There was no update provided by the Department on this topic.

**(4) Continuing education audit**

**Update by DCP Legal Division on the upcoming continuing education audit for the 2017 year.**

There was no update provided by the Department on this topic.

**7. New Business:**

**(1) 2019 Schedule for Board, Commission, and Council Meetings**

**Note: Additional dates to be added when the Board is called in for formal hearings to be held.**

Board so noted

**(2) Review of continuing education provider submittals for the 2019 continuing education year**

(See below)

**(3) Report including count of E1 and E2 licensees in 2009 and 2018.**

Board so noted.

**8. Comments or Concerns of any Person Present Today:**

There were no further comments from anyone present.

**9. Adjournment**

The general business portion of this meeting adjourned at 9:34 A.M. At this time, the Board conducted a review of the continuing education provider submittals and reported to the Department those that were approved, and those that will require additional information from the provider. This portion of the meeting was adjourned at 11:45 A.M.

Respectfully Submitted,

Karen Layman,  
License and Applications Analyst

2019 MEETING SCHEDULE:

- February 8
- May 10
- August 9
- November 8