



State of Alabama
The Alabama Board of Electrical Contractors

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MINUTES
Board Meeting
January 12, 2015

The Alabama Board of Electrical Contractors met on Monday, January 12, 2015, at the Board's Office located at 2777 Zelda Road, Montgomery, Alabama, in order to conduct business. Those members in attendance were as follows: Mr. Ronald Weaver (Chair), Mr. Chuck Turner, Mr. Richard Meadows, Mr. Mike Custred and Mr. Mark Lamborne. Member absent were Mr. Bruce Taylor, Mr. Jay Stutts, Mr. Gary Reaves and Mr. Jeremy Vinson. Also in attendance were Mr. Keith Warren (Executive Director), Mr. Randy Barrows (Administrator), Ms. Hendon Coody (General Counsel), Mr. Mike James (Investigator) and Ms. Renee Reames (Executive Secretary to Mr. Warren, Executive Director). A quorum was present to conduct business.

The meeting was called to order at 10:05 a.m. by Mr. Weaver, Board Chair. The regularly scheduled meeting was advertised on the Board's web site, www.aecb.alabama.gov, and the Secretary of State's website, www.sos.state.al.us, in accordance with requirements of the Alabama Open Meetings Act.

The minutes from the November 3, 2014 regular meeting were presented for approval. The Board members were provided a copy of the minutes prior to the meeting for their review. Mr. Turner made a motion to approve the November minutes as submitted. The motion was seconded by Mr. Custred and unanimously approved by the Board.

The Board discussed Rule changes concerning election of officers as it relates to eligible members and the issue of attendance at the meetings. Ms. Coody reported that changes in the statute may be necessary. The next election of officers would be held in May.

Mr. Warren presented the Executive Director's Report, to include financial information. A detailed report of expenditures and revenue as of December 31, 2014 was provided to the Board members. Mr. Warren reported that \$91,105.05 was returned to the State's General Fund, which were funds over the \$150,000 to be carried over at the end of the fiscal year into the Board's budget. Mr. Warren reported on the number of active and inactive licensees, along with the number of complaints received and resolved during FY 2014 (report filed for viewing in the Board's official Book of Minutes), along with FY 2015 complaint activities. Mr. Turner made a motion to accept the financial report as presented. The motion was seconded by Mr. Meadows and unanimously approved by the Board.

Ms. Coody presented the General Counsel Report. She reported that in the case of Jayson Morgan and George Johnson, they were notified of an Administrative Hearing and a settlement was reached

for the Board's consideration. She recommended a fine of \$2000 for Mr. Morgan, which could be paid through installment payments. Mr. Lamborne made a motion to accept Ms. Coody's recommendation. The motion was seconded by Mr. Turner and unanimously approved by the Board.

Ms. Coody further recommended a fine of \$2000 for Mr. Johnson's violations as a result of allowing an unlicensed party to use his license. Mr. Lamborne made a motion to accept Ms. Coody's recommendation. The motion was seconded by Mr. Turner and unanimously approved by the Board with one abstaining vote from Mr. Meadows.

It was the consensus of the Board to include on the Executive Director report the collection of fees for violations through disciplinary action.

Mr. Turner recommended that the Board review the invoiced expenditures for Board's Legal Counsel prior to payment. Mr. Warren explained this would delay payment of invoices. Following further discussion, Mr. Turner withdrew his recommendation.

Mr. Warren presented a proposal for a Paperless Service to scan licensee files for efficiency and plans were to merge the paperless program with the web-based application process. He reported that Warren and Company would pay for the subscription of this program and proposed that the initial scanning cost would be paid by the Board. He reported that other State Boards have used this company. The Board deferred further conversation on this matter until later in the meeting.

Mr. Warren reported that the Legal Services Contract renewal was due. He recommended a \$25 per hour raise that would increase the hourly rate to \$175 and reported that this increase would raise the contract cap from \$49,500 to \$60,000. Ms. Coody commented on the workload to justify this increase. Mr. Lamborne made a motion to increase the Legal Services Contract to \$175 per hour, with a \$60,000 cap and expenses up to \$7500, effective March 1, 2015 through February 28, 2016. The motion was seconded by Mr. Turner and unanimously approved by the Board.

Mr. Weaver called a break from the business meeting at 10:58 a.m. for 5 minutes. The Board reconvened at 11:04 a.m.

Mr. Barrows presented 3 applications from Continuing Education Provider for the Board's approval. One applicant submitted a curriculum for an on-line course. Mr. Weaver requested additional information concerning this program. Mr. Turner made a motion to audit the on-line program before approval consideration and to approve the two other CE Provider applications. The motion was seconded by Mr. Turner and unanimously approved by the Board. Mr. Warren indicated that he would send an email to the Board about access to the Provider's website to audit the on-line program and that their application would be deferred until the next Board meeting.

Mr. Turner made a motion to approve the Reciprocity applications as presented (a list available for viewing in the Board's official Book of Minutes). The motion was seconded by Mr. Meadows and unanimously approved by the Board.

The Board discussed the administrative approval of Journeyman Electrician applications, which was authorized at the last meeting. Mr. Barrows indicated that administrative approval letters would be held until the Board had an opportunity to review applications at the next several meetings. Mr. Barrows presented the list of Journeyman applications for examination (a list available for viewing in the Board's official Book of Minutes). Mr. Lamborne made a motion to approve the Journeyman

applications as presented. The motion was seconded by Mr. Custred and unanimously approved by the Board.

The Board reviewed the applications for Electrical Contractors. Mr. Lamborne made a motion to approve the Electrical Contractor applications for examination as presented (a list available for viewing in the Board's official Book of Minutes). The motion was seconded by Mr. Turner and unanimously approved by the Board.

The Board discussed utilizing an affidavit confirmed by the employer and applicant to document the applicant's work experience. This matter was tabled until the next Board meeting.

Mr. Lamborne, chairman of the Administrative Services ITB committee, reported that the members, Messrs. Weaver and Stutts, would meet with the Board attorney to review the ITB specifications and present a recommendation to the Board no later than the May meeting.

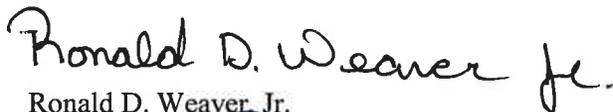
The Board continued discussions concerning the Paperless Proposal. Mr. Warren reported that the service cost cap was based on the number of licensee files and billed on an hourly basis. Mr. Lamborne made a motion to approve an expense cap of \$23,000 for the Paperless Service. The motion was seconded by Mr. Turner and unanimously approved by the Board.

Mr. Warren reported that NASCLA had scheduled their mid-year conference to be held in Huntsville, March 11-13, 2015, and that he would forward information to the Board members about the conference and they would like him know if they were interested in attending.

The next regularly scheduled meeting of the Board is March 9, 2015 at 10:00 a.m.

There was no further business and Mr. Lamborne made a motion to adjourn the Board meeting at 12:00 Noon. The motion was seconded by Mr. Turner and unanimously approved by the Board.

Respectfully submitted,



Ronald D. Weaver, Jr.
Chair



Keith E. Warren
Executive Director

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