

**ST. MARY'S COUNTY GOVERNMENT
BOARD OF ELECTRICAL EXAMINERS**

*Don Haskin, Chairman
Danny Johnson, Secretary*



COMMISSIONERS OF ST. MARY'S COUNTY

James R. Guy, President
Michael L. Hewitt, Commissioner
Tom Jarboe, Commissioner
Todd B. Morgan, Commissioner
John E. O'Connor, Commissioner

**ST. MARY'S COUNTY ELECTRICAL BOARD
October 4th 2016 MEETING MINUTES**

Donald Haskin	Chairman	Present
James Johnson	Secretary	Present
Rudolph Worch, III	Member	Absent
Robert Spence	Member	Present
Ron Derby	Member	Present

Total Deposited for September 2016:

\$800.00

Total Deposited Since May 1st 1989:

\$311,160.00

September Deposits to Planning & Zoning:

Master Electrical New License Deposits	\$600.00 (4)
Master Electrical License Renewal Deposits	\$0
Master Electrical License Renewal Late Fee	\$0
Master Electricians Exam Deposits	\$0
Restricted License New Deposits	\$0
Restricted License Renewal Deposits	\$0
Restricted License Renewal Late Fee	\$0
Restricted License Exam Deposits	\$0
Low Voltage New License Deposits	\$0
Low Voltage License Renewal Deposits	\$0
Low Voltage Exam Deposit	\$0
Re-Instatement Fee	\$200.00(8)
Homeowners Exam	\$0

Insurance Up-Dates for September 2016:

93

September 2016 Change of Address and/or T/A:

0

September 2016 Shelved License:

13

Miscellaneous:

The meeting was called to order by Don Haskin at 7:30 PM. The discussions held by the board concerned the following items:

1. The September minutes were approved as written. Motion by Mr. Johnson and seconded by Mr. Derby. The vote was 4-0 to approve the minutes.
2. The following is a list of dates for the Electrical Examiners Board meetings in 2016.
 - a. January 5th Board Meeting
 - b. January 28th Master/Low Voltage/Restricted Exam
 - c. February 2nd Board Meeting
 - d. March 1st Board Meeting
 - e. April 5th Board Meeting
 - f. May 3rd Board Meeting
 - g. June 7th Board Meeting
 - h. July 5th Board Meeting
 - i. July 28th Master/Low Voltage/Restricted Exam
 - j. August 2nd Board Meeting
 - k. September 6th Board Meeting
 - l. October 4th Board Meeting
 - m. November 1st Board Meeting
 - n. December 6th Board Meeting
3. The board was contacted concerning the status of a license application. The applicant had the wrong application and not all required paperwork was sent in. The board responded with the information that he needed to obtain his license.
4. The Electrical class given by Mr. Haskin in September was another success with 25 applicants completing the 10 hour course.
5. Mr. Knight from Planning & Zoning attended the meeting to discuss the budget and to discuss the ordering of 2017 NEC books. A total of 8 books will be ordered. The vote was 4-0 in favor of placing the order. Mr. Knight will have the order placed.
6. One low voltage retest exam was given before the meeting. The applicant passed the exam.

Homeowners Exam Applicants for October 2016:

0

Homeowner Exam Results for September 2016:

No Exam

Monitor Homeowners Exam for November 2016:

Danny Johnson

Master/Restricted/Low Voltage Results for July 2016 and January 2017:

2016 July Exam —2 applicants----- 0 pass 2 fail
(1-Master and 1 Low Voltage)
Low Voltage Retest-1applicant-----1 pass
2017-January Exam

Monitored Master/Restricted/Low voltage Exam for January 2017:

Craig Spence
Don Haskin

Postage for September 2016:

\$.93

Next Regular Board Meeting:

Next regular board meeting is scheduled for Tuesday November 1st, 2016 at the Governmental Center Carter Building, Leonard Hall Drive, 2nd floor conference room at 7:30 PM.

Motion to Adjourn Meeting:

Motion was made by Mr. Haskin and seconded by Mr. Spence

The Following Payments are authorized for the Board Members for September 2016

1) Robert Spence----MEMBER

- | | |
|----------------------------|----------------|
| a) Attend Meeting | \$25.00 |
| b) Review Low Voltage Exam | \$25.00 |
| c) Spence Total | \$50.00 |

2) Chris Worch----MEMBER

- | | |
|-----------------------|------------|
| a) Absent | \$0 |
| b) Worch Total | \$0 |

3) Ron Derby----Member

- | | |
|----------------------------|----------------|
| a) Attend Meeting | \$25.00 |
| b) Review Low Voltage Exam | \$25.00 |
| c) Derby Total | \$50.00 |

4) Don Haskin----CHAIRMAN

- | | |
|-----------------------------|----------------|
| a) Attend Meeting | \$25.00 |
| b) Proctor Low Voltage Exam | \$25.00 |
| c) Review Low Voltage Exam | \$25.00 |
| d) Haskin Total | \$75.00 |

5) James Johnson-----SECRETARY / RECORDING SECRETARY

- | | |
|----------------------------|---------|
| a) Attend Meeting | \$25.00 |
| b) Prepare Meeting Minutes | \$25.00 |

c) Proctor Low Voltage Exam	\$25.00
d) Review Exam	\$25.00
e) Recording Secretary (41 @ \$15.00)	\$615.00
f) Johnson Total	\$715.00

Recording Secretary Performed the Following Duties (September):

- 1) Picking up mail
- 2) Issuing licenses and renewals
- 3) Confirming and updating insurance coverage
- 4) Shelve and un-shelve licenses for insurance reasons
- 5) Updating roster with new information on license renewal form
- 6) Printing new licenses
- 7) Worked on annual report
- 8) Responding to mail, email and phone calls.
- 9) Preparing items to be placed on Website

James D. Johnson Jr.
Secretary
electric.examiners@stmarysmd.com