

**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
JANUARY 5th 2016 MEETING MINUTES**

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

Total Deposited for December 2015:

\$1250.00

Total Deposited Since May 1st 1989:

\$303,685.00

December Deposits to Planning & Zoning:

Master Electrical New License Deposits	\$1050.00 (7)
Master Electrical License Renewal Deposits	\$0
Master Electrical License Renewal Late Fee	\$0
Master Electricians Exam Deposits	\$0
Restricted License New Deposits	\$150.00 (1)
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	\$50.00 (2)
Homeowners Exam	\$0

Insurance Up-Dates for December 2015:

73

December 2015 Change of Address and/or T/A:

Two changes in address
All changes are reflected in weekly roster

December 2015 Shelved License:

1

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 December minutes were approved as written. Motion by Mr. Worch and seconded by Mr. Spence. The vote was 5-0 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 28 th	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 electrical board will send out a new roster every Sunday. Any license request sent in during the week will not be processed and become active to the following Monday. Any licenses that become shelved for insurance reasons will be sent out by email on an individual basis.
4. A new code class will be given on December 10th and 17th. A mass notification has been sent out for registration. There are approximately 20 student registered. The class went fine.
5. The yellow book and MUELEC have different guidelines concerning the Low Voltage exam. The board will follow the yellow book for exam guidelines.
6. The new mileage rate is \$0.54 effective January 1st 2016.
7. A new training class will be available starting February 9th and end on April 21st. The class will be on every Tuesday and Thursday from 6pm till 9pm. There will be 20 sessions total. A mass notification has been sent out.
8. Low voltage exam is complete and ready for review.
9. Frank Boblits and MDIA attended the meeting to discuss an issue at Staples. After further discussions there appeared to be no issue.

Homeowners Exam Applicants for January 2016:

Danny Johnson to Monitor
1 Total

Homeowner Exam Results for January 2016:

1-Pass

Monitor Homeowners Exam for February 2016:

Craig Spence

Master/Restricted/Low Voltage Results for July 2015 and January 2016:

3- July Exam—3 applicants took test. 3 applicants failed

Monitored Master/Restricted/Low voltage Exam for January 2016:

Don Haskin
Danny Johnson

Postage for December 2015:

\$0.97

Next Regular Board Meeting:

Next regular board meeting is scheduled for Tuesday February 2nd, 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. Johnson and seconded by Mr. Spence

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

1) Robert Spence----MEMBER

a) Attend Meeting	\$25.00
b) Grade Homeowner Exam	\$25.00
c) Spence Total	\$50.00

2) Chris Worch----MEMBER

a) Attend Meeting	\$25.00
b) Grade Homeowner Exam	\$25.00
c) Worch Total	\$50.00

3) Ron Derby----Member

a) Attend Meeting	\$25.00
b) Grade Homeowner Exam	\$25.00
c) Derby Total	\$50.00

4) Don Haskin----CHAIRMAN

a) Attend Meeting	\$25.00
b) Grade Homeowner Exam	\$25.00
c) Haskin Total	\$50.00

5) James Johnson-----SECRETARY

a) Attend Meeting	\$25.00
b) Prepare Meeting Minutes	\$25.00
c) Monitor Homeowner Exam	\$25.00
d) Grade Homeowner Exam	\$25.00
e) Recording Secretary (42hrs @ \$15.00)	\$630.00
f) Johnson Total	\$730.00

Recording Secretary Performed the Following Duties (December):

- 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
- 10) Preparing information for code classes

James D. Johnson Jr.
Secretary
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