

CARROLL COUNTY ELECTRICAL BOARD

December 6, 2023

**PRESENT: CHAIRMAN: DOUG SULLIVAN
BOARD MEMBERS: D. BROSENNE, B. LEPPERT, D. ZEPP
EX-OFFICIO: L. RAMBO, M. ZEPP, D. COAKLEY**

Notice of this meeting was provided to the public by mailing notice to members of the Carroll County Electrical Board and posting notice electronically on the County's website.

CALL TO ORDER:

Meeting was called to order at 8:00 a.m. by Chairman, D. Sullivan at the County Office Building, Westminster. Mr. Sullivan made a motion to open the meeting and Mr. Brosenne and seconded the motion.

A copy of the minutes from August 16, 2023, meeting was emailed to each board member. Mr. Sullivan asked the Board if they will accept the minutes as written. Mr. Brosenne seconded the motion, the vote was unanimously carried by the Board.

OLD BUSINESS

- **2023 Electrical Code Adoption**
- **Creation of Electrical Exams**

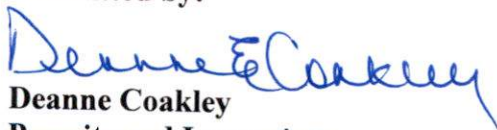
NEW BUSINESS:

- **Tests were created by D. Zepp and reviewed by the board.**
- **Applicants must apply for the taking of a test. Must work under a Master for 2 years in order to qualify for the taking of the test.**
- **Questions came from MUELEC initially, but we are using questions from previous tests. MUELEC will no longer be giving questions for test creations.**
- **We will now create Limited and Restricted Exams.**
- **2 people have applied to take the test in February.**

- L. Rambo – inquired about definition of what “Limited” and “Restricted” means and what criteria is required. “Limited” is restricted to one firm/facility/. “Restricted” is to a specific item. Ie. Signs, Fire Alarm, HVAC.
- D. Brosenne concern with if guy does signs, why do I have to know about fire alarms under “restricted test”, however as long as they pass, that is what counts. They need to still have the basic terms as to what variables are allowed. Therefore, we will create tests for more generalized for that license.
- D. Zepp, said just because they are restricted, the license permits you to touch other things/areas and still need to have the knowledge.
- D. Brosenne inquired about continuing education for limited and restricted won’t be recognized outside Carroll County, therefore would we require that from these license holders as we are responsible for these licenses. Then during the 2-year license timeframe, they would need to provide certain number of hours of continuing education in order to renew license.
- D. Brosenne talked about creating Restricted Exams for individual needs – Signs, Fire, HVAC, etc. – create at next meeting while testing is taking place.
- D. Sullivan mentioned that tests need to cover categories that they will need to be able to have the knowledge of even though test specific.
- All agreed that continuing educations should be required at the time of renewal. Such as code update classes. Those certificates would need to be required to be turned in to us upon renewal of license. D. Coakley mentioned about an Affidavit being signed at the time of license issuance, that they will need to provide their continuing education at time of renewal. D. Brosenne motioned to have affidavit created for Limited / Restricted licenses for continuing education. D. Sullivan seconded the motion. Further discussion will continue on this matter at future meetings. Ie – all licenses issued after January 1, 2024, will be subject to continuing education will be required to have continuing education. M. Zepp will check into the by laws / ordinances if this is something that can be enforced.
- D. Brosenne made a motion to create an affidavit that will be signed that limited and restricted worked under a master for a minimum of 2 years. D. Sullivan seconded the motion.

The next meeting will be held on February 21, 2024, at Carroll County Office Building, Room 124C. D. Zepp made a motion for the meeting to adjourn, and D. Brosenne seconded the motion and was unanimously carried by the Board.

Submitted by:


Deanne Coakley
Permits and Inspections

Approved by:


Doug Sullivan, Chairman
Carroll County Electrical Board