

**Electrical and Elevator Board**  
**Meeting minutes**  
March 26, 2015

**Members present:** Michael Weaver, electrical contractor, Vice-chair  
Thomas Lindberg, public member  
James Fahey, commercial underwriter  
Thomas Faires, elevator manufacturing  
Timothy Frew, journeyman electrician  
Heather Miller, journeyman electrician  
Steven Trapp, electrical contractor  
James Totten, owner/manager of a commercial office building

**Members absent:** Scott Hall, electrical equipment supplier  
Robert Pyne, journeyman elevator installer  
Sherry Sherman, electrical equipment manufacturing rep  
Vacant, building official  
Vacant, electrical inspector  
Vacant, industrial plant employing electricians  
Vacant, power and light industry

**Staff present:** Brett Salmon, manager, Policy and Technical Services  
Keith Anderson, electrical program chief, Policy and Technical Services  
Shawn Haggin, electrical program assistant chief, Policy and Technical Services  
Jeff Starkey, assistant manager, Statewide Inspection Services  
Roseanne Nelson, assistant manager, Statewide Inspection Services  
Warren Hartung, elevator program chief, Statewide Inspection Services  
John Adams, contested case representative, Enforcement Services  
Judith Moore, policy analyst, Enforcement Services  
Richard Baumann, policy analyst, Policy and Technical Services  
Todd Smith, senior policy advisor, Policy and Technical Services  
Debi Barnes-Woods, boards coordinator, Policy and Technical Services

**Guests present:** Nathan Philips, NECA  
Randy Carmony, Local 23  
Patrick Haynes, contractor  
Loren Burnham, ATD/BOLI

**I. Board business**

**A. Call to order**

Acting Chairman, Vice-chair Michael Weaver, called the Electrical and Elevator Board meeting of March 26, 2015, to order at 9:30 a.m. The meeting was held at the Building Codes Division in Conference Room A, 1535 Edgewater Street NW, Salem, Oregon.

**B. Roll call**

Scott Hall and Sherry Sherman were both absent excused. Robert Pyne was absent unexcused. James Totten was connected by teleconference.

The Electrical and Elevator Board has the following four vacancies: Building official, electrical inspector, power and light industry, and industrial plant representative.

**C. Approval of the agenda and order of business**

Acting Chair Weaver **RULED** the agenda and order of business approved.

**D. Approval of the board meeting minutes of January 22, 2015**

Acting Chair Weaver **RULED** the board meeting minutes of January 22, 2015, approved as written.

**E. Date of the next regularly scheduled meeting: May 28, 2015**

**II. Public comment - None**

**III. Reports**

**A. Division update**

Brett Salmon, manager, Policy and Technical Services, reported on three items:

- Vacant board positions
- [Senate Bill 133](#)
- [House Bill 2843](#)

Manager Salmon also introduced a new employee to Policy and Technical Services:

- Todd Smith, policy analyst

**B. Electrical program update**

Keith Anderson, electrical program chief, Policy and Technical Services, discussed the training program for inspectors. He said the division continues to provide training for inspectors to ensure the OIC requirements are being met. He also noted that all the electrical code questions are updated to the 2014 Oregon Electrical Specialty Code.

**C. Elevator program update**

Warren Hartung, elevator program chief, Statewide Inspection Services, reviewed the accident report summary noting that there was a decrease in accidents during this reporting period.

**D. Consideration of final order in the matter of Ryan D. Hash, Case No. C2014-0215**

Judith Moore, enforcement policy analyst, stated Mr. Hash is an employee for Blue Water Inc., dba Columbia Housewarmers, who made an installation without appropriate electrical licenses with a cable assembly from a wall furnace to the dwelling's electricity. Mr. Hash requested a hearing. The ALJ agreed with the division and proposed a civil penalty.

**Motion by Thomas Lindberg** to issue a final order and adopt the proposed order with no changes.

**Motion carried unanimously**

**C. Summary of enforcement actions previously taken by the division outlined on the enforcement board report (*No board action required*)**

Cases included in this report were informational.

**D. License revocation for Charles W. Degraffenreed (*No board action required*)**

The case included in this report was informational.

**IV. Communications** - None

**V. Appeals** - None

**VI. Unfinished business** - None

**VII. New business**

**A. Review and approve continuing education courses and instructors**

Richard Baumann, policy analyst, Policy and Technical Services, introduced Cindy Regier, the new executive director, Independent Electrical Contractors of Oregon (IEC). Cindy will be representing IEC at the Continuing Education Committee meetings.

The following corrections were made to the continuing education memo and matrix:

- Second paragraph of the memo: The committee met on February 10, 2015, not December 9.
- Item No. 12 of the matrix: 2 hours CR, not 8 hours of CR.
- Item No. 18 of the matrix: 2 hours of CR, not 4 hour of CR.
- Item No. 19 of the matrix: 4 hours of CR, not 2 hours of CR.

*Note:* The changes made in the column “Course Name” now match what was listed in the column “Committee Recommendation.”

Mr. Baumann said the committee and the division continues to require both the instructor’s applications and the course applications for the process to ensure that both meet the guidelines for approval.

**Motion by Timothy Frew** to approve the corrections made to match committee’s recommendations and all others listed for approval or denial of courses or instructors.

**Motion carried unanimously**

**B. Board review and provide a recommendation for retroactive approval of courses taught fall of 2014 through Portland Community College**

Chair Weaver suggested not moving forward with the retroactive request because the committee has not received all the information requested.

**Motion by Thomas Lindberg** to deny the retroactive request for approval because of insufficient information.

**Motion carried unanimously**

**IX. Announcements**

**Specialized Electrical Inspector (SEI) training course begins [April 6, 2015](#).  
Only residential electrical inspectors may enroll.**

Richard Baumann, policy analyst, said this item is informational. This information is for residential electrical inspectors only.

**X. Adjournment**

Acting Chair Weaver adjourned the meeting at 11:05 a.m.

Respectfully submitted by Debi Barnes-Woods, boards administrator/coordinator