

**FULL BOARD TELECONFERENCE  
MEETING MINUTES  
of the  
Montana State Electrical Board  
Park Avenue Building  
301 South Park Ave, 4<sup>th</sup> Floor,  
Large Conference Room  
Helena MT 59601  
10:02 a.m. to 10:56 a.m  
April 9, 2020**

**1. Call To Order - Establish Quorum - Introduction of Board & Staff Members Present (00:00:10)**

Mr. Mel Medhus called the meeting to order at 10:02 a.m.

**Board Members Present:**

Mr. Mel Medhus III, Master Electrician, President  
Mr. John Gordon, Journeyman Electrician, Vice President  
Ms. Dawn Achten, Public Member, Secretary  
Mr. Rick Hutchinson, Master Electrician  
Mr. Harry Freebourn, Public Member

**Staff Members Present:**

Mr. Jason Steffins, Executive Officer  
Ms. Jodi Koehnke, Administrative Specialist  
Ms. Jennifer Massman, Board Counsel  
Mr. Eric Copeland, Building Codes Program Manager

**Guests Present:**

Mr. Jay Reardon, Registered Apprenticeship State Director  
Mr. Keith Allen  
Ms. Margaret Morgan  
Mr. Austin Rogers  
Mr. Marty Wollenburg  
Mr. Tristan Alderman  
Mr. Clay Ledbetter  
Mr. Dan Rearden  
Mr. Matthew Doane

**2. Approval and Tentative Modification of Agenda Order (00:03:01)**

**Motion (00:03:07):** Mr. Harry Freebourn moved to approve the agenda as presented. Mr. John Gordon seconded. The motion carried unanimously.

**3. Review of the Minutes (00:03:30)**

- a. January 23, 2020 – Full Board
- b. January 23, 2020 – Executive Session

**4. Public Opportunity to Comment (00:03:44)**

The presiding officer read the statement of public participation. No members of the public were in attendance who wished to comment.

**5. Board Action (00:04:29)**

**a. Department and Board Updates**

- i. Mr. Todd Younkin, Administrator (00:04:38)**
- ii. Building Codes Update (00:04:46)**
  - 1. Update from Building Codes: Building Codes Permit Report**
- iii. Apprenticeship Bureau Update (00:07:30)**
  - 1. Apprenticeship Report**
- iv. COVID-19 Update – Request for authority to allow the Department to provide temporary license extensions because of closure of testing facilities. (00:11:46)**

**Motion (00:21:23):** Mr. Rick Hutchinson made the following motion:

In consideration of the extreme difficulty applicants have in scheduling licensing examinations during the COVID-19 pandemic, I move that the State Electrical Board:

- 1. Temporarily suspend the operation of ARM 24.141.502(3), (5) and (6), regarding temporary practice permits, and the operation of ARM 24.141.503(2), regarding examinations, and authorize the Department to issue:
  - a. Initial temporary practice permits valid until August 1, 2020;
  - b. A second temporary practice permit, valid until August 1, 2020, to every applicant who has an active temporary practice permit today (4-9-2020). The Department will issue the second temporary practice permits as soon as possible after today and need not wait until the initial temporary practice permit expires.
  - c. A second temporary practice permit, valid until August 1, 2020, to applicants who fail the licensing examination with a 69% or less.
  - d. A second temporary practice permit, valid until August 1, 2020, to applicants who fail the licensing examination twice and allow them to take the examination again while the second temporary practice permit is valid, without waiting 6 months or providing proof of completing 8 hours of education regarding the electrical code.
- 2. The Department will not charge an additional fee for the second temporary practice permit.

The Board will reconsider this matter at its next meeting and determine whether to modify or extend this motion.

Ms. Dawn Achten seconded. Discussion ensued. The motion carried unanimously.

**b. Correspondence**

- i. Matthew Doane request for Temporary work permit extension. (00:27:32)**

**Motion (00:30:04):** Mr. Rick Hutchinson moved to grant Matthew Doane an additional temporary work permit until August 1, 2020 under the board's new temporary license extension. Mr. John Gordon seconded. The motion carried unanimously.

**c. Examinations (00:32:43)**

- i. 2017 NEC Examination Conversion – April 1, 2020 Transition Date – Possibly delayed**
- ii. PSI – COVID-19 Update on Testing Facilities – Facility Closures**

**c. Non-Routine Applications**

- i. Tristan Alderman – Journeyman Application – Criminal possession of Dangerous Drugs (00:36:35)**

**Motion (00:39:49):** Mr. Rick Hutchinson moved to approve Tristan Alderman to sit for his journeyman

exam and be issued a temporary work permit until August 1, 2020, based on the board's motion for temporary license extension. Ms. Dawn Achten seconded. The motion carried unanimously.

**6. Executive Officer Report**

- a. **Financial Report – FY20 (00:41:14)**
- b. **Application and Licenses Report (00:43:31)**
- c. **NERA Teleconference 2/18/2020 – Draft Minutes – Board Update (00:46:08)**
  - i. **Up to date NERA Reciprocal Map**

**7. Adjourn (00:54:06)**

**Motion (00:54:06):** Mr. Harry Freebourn moved to adjourn the meeting. Mr. John Gordon seconded. The motion carried unanimously.