

**FULL BOARD TELECONFERENCE
MEETING MINUTES
of the
Montana State Electrical Board
Park Avenue Building
301 South Park Ave
4th Floor, Small Conference Room
Helena MT 59601
10:06 a.m. to 11:17 a.m.
October 8, 2020**

1. Call To Order - Establish Quorum - Introduction of Board & Staff Members Present (00:00:44)

Board Members Present:

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

Board Members Not Present:

Ms. Dawn Achten, Public Member, Secretary

Staff Members Present:

Mr. Jason Steffins, Executive Officer
Ms. Jodi Koehnke, Administrative Specialist
Mr. Dan Baris, Board Counsel
Mr. Todd Younkin, Division Administrator
Mr. Eric Copeland, Building Codes Program Manager

Guests Present:

Mr. Jay Reardon, Registered Apprenticeship State Director
Mr. Keith Allen
Ms. Margaret Morgan
Mr. Bill Bentley

2. Approval and Tentative Modification of Agenda Order (00:01:37)

Motion (00:01:47): Mr. John Gordon moved to approve the agenda as presented. Mr. Rick Hutchinson seconded. The motion carried unanimously.

3. Review Minutes

a. July 22, 2020 – Full Board Minutes (00:02:04)

4. Public Opportunity to Comment (00:02:17)

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

5. Board Action (00:02:55)

a. Department and Board Updates

i. Mr. Todd Younkin, Administrator (00:24:11)

ii. Election of Board Officers – President, Vice President, Secretary-Treasurer (00:03:32)

Motion (00:04:36): Mr. John Gordon moved to table this item until the Governor's appointment

replacing Mel Medhus' position has been filled. Mr. Harry Freebourn seconded. The motion carried.

iii. Schedule Meetings for 2021 (00:05:51)

Motion (00:10:35): Mr. John Gordon moved to schedule the State Electrical Board 2021 meetings for January 14, 2021, April 8, 2021, July 14, 2021 and October 7, 2021 with screening and adjudication panel meetings held beforehand as needed. Mr. Mel Medhus seconded. The motion carried unanimously.

iv. Building Codes Update (00:11:17)

1. Update from Building Codes: Building Codes Permit Report

v. Apprenticeship Bureau Update (00:15:02)

1. Apprenticeship Report

b. Continuing Education

i. Acceptance of 2020 NEC Courses (00:28:53)

Motion (00:30:31): Mr. John Gordon moved for the Board to accept continuing education based on the 2020 NEC courses. Mr. Mel Medhus seconded. The motion carried unanimously.

ii. Update – CE Extension – Motion Expires 10/13/2020 (00:31:30)

c. Licensing

i. Provisional (Temporary) license extension revisit – Authority expires November 1st (00:33:07)

6. Legal Updates

a. Republishing of Statutes and Rules Booklet (00:37:15)

Motion (00:51:18): Mr. Rick Hutchinson moved for the board to research and do a cost analysis of the limited distribution of booklets to educators and apprentices. Mr. John Gordon seconded. Discussion ensued. The motion carried unanimously.

7. Executive Officer Reports

a. Financial Report – FYE20 and FY21 (00:58:39)

b. Excess Cash Balance Report

c. Application and License issued reports (01:06:44)

8. Adjourn (01:11:21)

Motion (01:11:21): Mr. Mel Medhus moved to adjourn the meeting. Mr. Harry Freebourn seconded. The motion carried unanimously.