

State of Alabama

## **The Alabama Board of Electrical Contractors**

2777 Zelda Road  
Montgomery, AL 36106  
(334) 240-7232  
Fax (334) 263-6115  
[www.aecb.alabama.gov](http://www.aecb.alabama.gov)

### **MINUTES Board Meeting January 23, 2017**

The Alabama Board of Electrical Contractors met on Monday, January 23, 2017, at the Board's Office located at 2777 Zelda Road, Montgomery, Alabama, in order to conduct business. Those members in attendance were as follows: Mr. Jay Stutts (Chair), Mr. Mike Custred (Vice Chair), Mr. Chuck Turner, Mr. Richard Meadows, and Mr. Terry Wallace. Board members not in attendance were Mr. Mark Lamborne, Mr. Ron Weaver, Mr. Bruce Taylor and Mr. Gary Reaves. Also in attendance were Mr. Keith Warren (Executive Director), Ms. Hendon Coody (General Counsel), Mr. Randy Barrows (Administrator), Mr. Mike James (Investigator) and Ms. Renee' Reames (Executive Secretary to Mr. Warren, Executive Director, and serving as recording secretary).

The meeting was called to order at 10:03 a.m. by Mr. Stutts, Board Chair, and a quorum was present to conduct business. The meeting was advertised on the Board's web site, [www.aecb.alabama.gov](http://www.aecb.alabama.gov), and the Secretary of State's website, [www.sos.state.al.us](http://www.sos.state.al.us), in accordance with requirements of the Alabama Open Meetings Act.

The minutes from the November 7, 2016 regularly scheduled meeting were presented for the Board's approval. The Board members were provided a copy of the minutes prior to the meeting for their review. Mr. Turner made a motion to approve the November minutes as presented. The motion was seconded by Mr. Wallace and unanimously approved by the Board.

Mr. Warren presented the Executive Director's Report that included a line item report of expenditures and revenue as of December 31, 2016 (report filed for viewing in the Board's official Book of Minutes). Mr. Warren reported on the number of active and inactive licensees, along with the number of complaints received to-date in FY 2017.

The Board discussed sponsoring a continuing education program at no cost to the licensees attending the program, in consideration of the Board's new rule concerning CE hours reported 60 days prior to the expiration of an electrical contractor's license. The Board asked Mr. Warren to report, at the next Board meeting, on the process to obtain a presenter, along with allowed expenditures.

Mr. Turner made a motion to accept the financial report as presented. The motion was seconded by Mr. Custred and unanimously approved by the Board.

Mr. Warren also presented the Administrator's report which provided an overview of daily activities performed by staff since the last Board meeting in November.

Ms. Coody presented the General Counsel Report and stated that 22 complaints had been received in the first quarter of FY 2017. She reported on the complaint process, along with the subsequent correspondence sent to the complainant and respondent in a case and the collection of disciplinary and administrative fines. Ms. Coody answered questions from the Board about situations when a case is closed due to a complainant being uncooperative in an investigation. The Board inquired about number of complaint cases and the investigator's schedule to manage the workload. Mr. James stated that the cases were being investigated in a short period and he would advise the Board when the increase in the volume of complaints became unmanageable. Ms. Coody commented further on the timely processing of the investigations and the closing of cases.

Mr. Warren presented the Legal Services Contract for the Board's approval. He reported that the current contract expired February 28, 2017. He recommended an increase in the hourly rate, similar to the state's legal services rate, and reviewed with the Board the contract's financial limitations. Mr. Wallace made a motion to approve the Legal Services Contract with Ms. Hendon Coody at a rate of \$195 per hour effective March 1, 2017 to February 28, 2019, as presented. The motion was seconded by Mr. Turner and unanimously approved by the Board

The Board further discussed Board members terms and filling expired positions. Also mentioned was the request for students being eligible to take the Journeyman Electrician examination. The examination matter remains outstanding and no decision was reached by the Board.

The Board reviewed applications for licensure. Mr. Barrows reported that there were no new applications to consider from Continuing Education Providers.

Mr. Wallace made the motion to approve the Reciprocity applications as presented (a list available for viewing in the Board's official Book of Minutes). The motion was seconded by Mr. Turner and unanimously approved by the Board.

Mr. Meadows commented on the Mississippi Electrical Contractor licensure process. He explained that when renewing the Mississippi license in 2016, licensees are required to take the electrical trade examination. Mr. Warren stated that he would contact the Mississippi licensing board about amending the reciprocal agreement.


Mr. Turner made a motion to approve the Journeyman applications for examination as presented (a list available for viewing in the Board's official Book of Minutes). The motion was seconded by Mr. Meadows and unanimously approved by the Board.

Mr. Wallace made a motion to approve the Electrical Contractor applications for examination as presented (a list available in the Board's official Book of Minutes). The motion was seconded by Mr. Meadows and unanimously approved by the Board.


The next regularly scheduled meeting of the Board is scheduled March 13, 2017 at 10:00 a.m.

There was no further business of the Board and Mr. Stutts adjourned the meeting at 11:24 a.m.

Respectfully submitted,



Jesse P. Stutts, III  
*Chair*



Keith E. Warren  
*Executive Director*

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