



State of Alabama

The Alabama Board of Electrical Contractors

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MINUTES

Board Meeting

November 7, 2016

The Alabama Board of Electrical Contractors met on Monday, November 7, 2016 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. Mark Lamborne, Mr. Richard Meadows, Mr. Chuck Turner and Mr. Terry Wallace. Board members not in attendance were 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), and Ms. Renee' Reames (Executive Secretary to Mr. Warren, Executive Director, and serving as recording secretary).

The meeting was called to order at 10:00 a.m. by Mr. Stutts, Board Chair, and a quorum was present to conduct business. The regularly scheduled meeting was advertised on the Board's web site, www.aecb.alabama.gov, and the Secretary of State's website, www.sos.state.al.us, in accordance with requirements of the Alabama Open Meetings Act.

The minutes from the September 12, 2016 regularly scheduled meeting were presented for 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 September minutes as presented. The motion was seconded by Mr. Lamborne and unanimously approved by the Board.

Mr. Warren presented the Executive Director's Report that included a detailed financial report of expenditures and revenue as of September 30, 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 in FY 2016, as well as the number of complaints received to-date in FY 2017. Mr. Turner made a motion to accept the financial report as presented. The motion was seconded by Mr. Lamborne and unanimously approved by the Board.

Mr. Warren also presented the Administrator's report which provided an overview of daily activities performed by staff. He reported that the database containing scanned licensee files was being reviewed and tested. Mr. Warren indicated that an updated report concerning online applications and renewals would be presented at the next Board meeting. The Board members requested that they be notified by email when travel and compensation was direct deposited and Mr. Warren reported that he could send notifications of pay periods.

Ms. Coody presented the General Counsel Report and she commented on a complaint which was closed due to the complainant being uncooperative in the investigation. She commented on the number of complaints received and the timely processing of the investigations and closing of the cases.

Ms. Coody also presented changes to the proposed changes to the statute, as discussed by the Board at a previous meeting. Following a review of the proposed changes to include subpoena authority and exemptions, Mr. Lamborne made the motion to accept the proposed changes to the statute as presented. The motion was seconded by Mr. Wallace and unanimously approved by the Board.

Mr. Warren introduced Dr. Henry Sorensen, President of PROV, who presented a PowerPoint presentation to the Board in response to some concerns about exam sites, scheduling and administrative processes. The report included some quantitative results on the testing sites in the State. The Board thanked Dr. Sorensen for meeting with the Board and providing a detailed report.

Mr. Stutts reported that the annual renewal of the Administrative Services Contract was due for approval. Mr. Lamborne made a motion to approve the Administrative Services Contract with Warren & Company for one year, with no changes to the Contract. The motion was seconded by Mr. Turner and unanimously approved by the Board.

Mr. Warren presented the annual renewal of the Board Examination Services Contract with PROV, Inc. Mr. Lamborne made a motion to approve the Exam Services Contract for one year, with no changes to the Contract, and revisit the subject in six (6) months. The motion was seconded by Mr. Custred and unanimously approved by the Board.

Mr. Warren reported that he attended the Federation of Associations of Regulatory Boards and commented on the subject matter presented at the conference, e.g., Board models and structure, increased insurance coverage for risk management/Board members, etc.

Mr. Stutts presented the proposed list of dates for the Board to conduct meetings in 2017. Mr. Wallace made a motion to approve the proposed meeting dates: January 9th, March 13th, May 8th, July 10th, September 11th and November 13th. The motion was seconded by Mr. Custred and unanimously approved by the Board.

The Board reviewed applications for licensure. Mr. Barrows reported that no new Continuing Education Providers had applied.

Mr. Lamborne 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. Meadows and unanimously approved by the Board.


Mr. Lamborne 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. Wallace 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. Custred and unanimously approved by the Board.


The next regularly scheduled meeting of the Board is scheduled January 9, 2017 at 10:00 a.m.

There was no further business of the Board and Mr. Meadows made a motion to adjourn. The motion was seconded by Mr. Turner and unanimously approved by the Board. Mr. Stutts adjourned the meeting at 12:27 p.m.

Respectfully submitted,



Jesse P. Stutts, III
Chair



Keith E. Warren
Executive Director

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