



State of Alabama  
**The Alabama Board of Electrical Contractors**

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**MINUTES**  
**Board Meeting**  
**May 9, 2016**

The Alabama Board of Electrical Contractors met on Monday, May 9, 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. Mark Lamborne (Vice Chair), Mr. Chuck Turner, Mr. Bruce Taylor, Mr. Mike Custred and Mr. Richard Meadows. Board members not in attendance were Mr. Ron Weaver, Mr. Gary Reaves, and Mr. Jeremy Vinson. Also in attendance were Mr. Keith Warren (Executive Director), Mr. Randy Barrows (Administrator), Ms. Hendon Coody (General Counsel), Mr. Mike James (Investigator) and Ms. Renee' Reames (Executive Secretary to Mr. Warren, Executive Director and 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](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 March 7, 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. Lamborne made a motion to approve the January minutes as presented. The motion was seconded by Mr. Turner 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 April 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 to-date in FY 2016. Mr. Warren commented that June was the Board's largest renewal period. He also recommended that the Board close the advertising campaign until further changes are made in the statute and licensing requirements, which the Board concurred. 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 reported on on-going projects:

- (1) Confirmation of Board appointments may be made as early as next week;
- (2) Digitization of licensee files continued;
- (3) Request for newsletter articles – submit to Mr. Warren or Ms. Reames. The newsletter would be distributed by email to the Board members and licensees and to key departments of city and county governments;

- (4) Board's website to be updated to view the number of CE hours obtained by an electrical contractor;
- (5) Meetings held by Executive Director with various IT providers to discuss creating online applications to be completed on the Board's website.  
The Board discussed current online renewal services and agreed that the Board would continue to pay the online convenience fee (and not charge the licensees the fees for this service);
- (6) Board's Facebook account had been created and was being maintained;
- (7) Board pamphlets were being created to submit to the Board's review - one pamphlet for local governments and another for consumers.
- (8) Legislation –Homebuilders Board had indicated interest in pursuing residential electrical licensing category.

The Board discussed working with various interest groups in creating this licensing category and requirement distinctions, e.g., three stories or less including basements, etc.

Ms. Coody recommended that language be added to the Board's statute concerning licensing in the areas of: (1) sufficient supervision and responsibilities, (2) licensee cooperation with investigations, subpoena power, (3) definition of individual performing electrical work and (4) supervision by an electrical contractor, etc. The Board discussed whether a labor attorney would need to be consulted in drafting these legislative changes to the statute. Mr. Lamborne made the motion to authorize the Board's General Counsel to draft and propose legislative changes in the statute, and obtain assistance as necessary, to address licensing issues. The motion was seconded by Mr. Turner and unanimously approved by the Board.

Mr. Warren provided the Board members a copy of a brochure published by the Federation of State Regulatory Boards concerning anti-trust issues.

Mr. Warren also presented the Administrator's report which provided an overview of day-to-day operation activities.

Ms. Coody presented the General Counsel Report, commenting on the number of complaints received to-date during FY 2016. Mr. James explained that as part of a complaint investigation process, he met with the local inspection department personnel about the complaint.

Mr. Warren presented Rule 303-X-5.01 Continuing Education that had been published for public comment. He indicated there had been no comments from the public, and he recommended the Board approve the Final Rule as published. The Board discussed the electronic online renewal process as it related to the 60-day reporting requirement of CE hours. Mr. Turner made a motion to approve the Final Rule as presented. The motion was seconded by Mr. Lamborne and pass by majority vote of the Board with one opposing vote.

It was the consensus of the Board that an explanation about the changes in the CE Rule be published in the Board's newsletter, along with information about any changes and upgrades to the online system.

Mr. Stutts reported that election of officers was due. Mr. Warren reported that based on Board terms, the following Board members were eligible to serve as officers: Messrs. Taylor, Custred, Meadows and Lamborne. Mr. Lamborne made a motion to elect Mr. Stutts as Board chair. The motion was seconded by Mr. Turner and unanimously approved by the Board.

Mr. Lamborne made a motion to elect Mr. Custred as Board Vice Chair. The motion was seconded by Mr. Meadows and unanimously approved by the Board.

Mr. Warren reported that the annual renewal of the Administrative Management Services was due in November, notifying the Board six months before its renewal date. The Board requested that reports continue to be distributed to the Board members in advance of the meeting.

Mr. Stutts called a recess of the Board at 11:15 a.m. for a 15 minute break.  
Mr. Stutts reconvened the Board at 11:35 a.m.

Mr. Barrows reported that there were no special reviews for the Board's consideration.

Mr. Turner made a motion to approve the new Continuing Education Provider, Jesse Stutts, Inc. The motion was seconded by Mr. Taylor and approved by majority vote of the Board with Mr. Stutts abstaining from voting.

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. Taylor 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. Turner and unanimously approved by the Board.

Mr. Lamborne made a motion to approve the Electrical Contractor applications for examination as presented, based on one Board member's review (a list available in the Board's official Book of Minutes). The motion was seconded by Mr. Taylor and unanimously approved by the Board.

Mr. Stutts reported that he had been asked by licensee, Larry Stewart, to encourage the Board of require Journeyman's license, along with establishing on-site staffing ratios, etc. Mr. Warren reported that Mr. Weaver supported a mandatory Journeyman license. Mr. Warren indicated that this matter would be placed on the agenda for the next meeting and asked that Mr. Stewart attend the next meeting or to present information in writing for the Board's consideration.

The next regularly scheduled meeting of the Board is scheduled July 11, 2016 at 10:00 a.m.

There was no further business of the Board and Mr. Stutts adjourned the meeting at 11:46 a.m.

Respectfully submitted,

Jesse P. Stutts, III  
*Chair*

Keith E. Warren  
*Executive Director*  
/r/