State of Alabama
The Alabama Board of Electrical Contractors
2777 Zelda Road
Montgomery, AL 36106
(334) 420-7232
Fax (334) 263-6115
www.aecb.alabama.gov

MINUTES
Board Meeting
September 23, 2024

The Alabama Board of Electrical Contractors met on Monday, September 23, 2024, at 445 Dexter Avenue, 2nd floor conference room, in Montgomery, AL. The Board members in attendance were Mr. Shon Rogers (Board Chair), Mr. Mac McCreless (Board Vice Chair), Mr. Jeremy Atchley (member), Mr. Robert Lamborne (member), Mr. Theodore Blunt (member), Mr. Johnny Grimes (member), and Mr. Ben Freeman (member). Two vacancies exist on the Board. Others present were Mrs. Hendon Coody (Board Legal Counsel), Ms. Tiffany Loveless, Mr. Keith Warren, Mr. Mike James, Ms. Karen Harlow, Ms. Camby Garner, and Ms. Renee' Reames (recording secretary). Also, public guests, Mr. Caleb Taylor, with 1819 News and Mr. Alexander Willis with Alabama Daily News.

CALL TO ORDER
The meeting was called to order at 10:09 a.m. by Mr. Shon Rogers, Board Chair. Mr. Warren called member roll and reported that a quorum was present to conduct business. The meeting was advertised on the Board's website, www.aecb.alabama.gov, and the Secretary of State's website, www.sos.alabama.gov, in accordance with requirements of the Alabama Open Meetings Act. Travel expense reports were completed by attending Board members.
MOTION: Mr. Atchley made the motion to accept the travel expense reports and approve compensation for attending Board members. The motion was seconded by Mr. Freeman and unanimously approved by the Board.

APPROVAL OF MEETING AGENDA
Chairman Rogers presented a copy of the proposed agenda for the September 23, 2024, Board meeting.
MOTION: Mr. Grimes made the motion to approve the September meeting agenda as presented. The motion was seconded by Mr. Atchley and unanimously approved by the Board. Chairman Rogers did not vote unless to break a tie vote.

ADOPTION OF MINUTES
Chairman Rogers presented for the Board's approval a copy of the minutes from the July 22, 2024, regular meeting of the Board. The Board members were provided with a copy of the July minutes prior to the meeting for their review.
MOTION: Mr. Lamborne made a motion to approve the July meeting minutes as presented. The motion was seconded by Mr. McCreless and unanimously approved by the Board.

Chairman Rogers also presented for the Board's approval a copy of the minutes from the August 19, 2024, special/called meeting of the Board. The Board members were provided with a copy of the August minutes prior to the meeting for their review.

MOTION: Mr. Lamborne made a motion to approve the August special meeting minutes as presented. The motion was seconded by Mr. Grimes and unanimously approved by the Board.

EXECUTIVE DIRECTOR REPORT

Chairman Rogers introduced Ms. Tiffany Loveless as the Board's new Executive Director. Ms. Loveless indicated that she also currently served as the Executive Director of the Alabama Licensing Board for General Contractors and commented on preparing for a smooth transition as much as possible of the Board operations from Smith Warren Management Services to the Board's new office through the agreement with the Alabama Licensing Board for General Contractors. She commented on current activities focusing on the upcoming Sunset Committee meeting scheduled in October, by going through the process and addressing any concerns of the Sunset Committee, to include developing a proposed rule concerning Board vehicle(s), etc.

LEGAL COUNSEL REPORT

Investigative Committee Report: Mrs. Coody asked Mr. James (Board Investigator) to present the Investigative Committee (IC) report and recommendations, and he presented the following cases:

- Cases founded and recommended be closed by a cease-and-desist order issued in the field: 2024-096, 2024-099.01, 2024-100, 2024-104, 2024-110, 2024-113, and 2024-118.
- Cases closed as unfounded with no probable cause: 2024-089, 2024-090, 2024-094, 2024-095, 2024-097, 2024-098, 2024-102, 2024-103 and 2024-117.
- Case closed for no jurisdiction: 2024-101.
- Case administratively closed: 2024-108.
- Case closed as other prosecution for HVAC Board matter: 2024-107.
- Case founded and $1,000 fine recommended: 2024-099.02.
- Case founded and $1,000 fine recommended as repeat offender non-licensee: 2024-105.01
- Case founded and $1,000 fine recommended as repeat offender non-licensee. 2024-105.02.
- Case founded and $1,000 fine recommended: 2024-106.01 as non-licensed.
- Case founded and $5,000 fine recommended for hiring unlicensed electrical subs: 2024-106.02.
- Case founded and $5,000 fine recommended as repeat offender non-licensee and other violations: 2024-109.01.
- Cases closed with letter of concern: 2024-109.02, 2024-111, and 2024-112.

Mr. James reported that Mr. McCreless was recused from voting as a member of the Investigative Committee reviewing these cases.
MOTION: Mr. Atchley made the motion to approve the IC recommendations as presented. The motion was seconded by Mr. Grimes and unanimously approved by the Board, with Mr. McCreless (Board Vice Chair) recused from voting.

Contract Cap
MOTION: Mr. Atchley made a motion to table discussion of the contract cap. The motion was seconded by Mr. Lamborne and unanimously approved by the Board. Mrs. Coody reported that Ms. Loveless was still looking into the matter.

REVIEW AND APPROVAL OF APPLICATIONS

Mr. McCreless presented the licensure applications for the Board's approval prepared by Mr. Barrows (Board Administrator with Smith Warren).
MOTION: Mr. Atchley made the motion to approve the Electrical Contractors Applications by Reciprocity as presented (list available in the Board's official Book of Minutes). The motion was seconded by Mr. Grimes and unanimously approved by the Board.

MOTION: Mr. Freeman made the motion to approve the Journeyman Electrician Applications for Examination as presented (list available in the Board's official Book of Minutes). The motion was seconded by Mr. Atchley and unanimously approved by the Board.

MOTION: Mr. Lamborne made a motion to approve the Electrical Contractor Applications for Examination as reviewed by the Board (list available in the Board's official Book of Minutes). The motion was seconded by Mr. Grimes and unanimously approved by the Board.

OLD BUSINESS
Chairman Rogers called for any old business and there was none.

NEW BUSINESS
Request for New PROV Examination Site:
The Board considered the request for Southland Training Solutions to be approved as a Board examination site and coordination with PROV about proctoring the Board's exams.
MOTION: Mr. Grimes made a motion to approve Southland Training Solutions as a Board examination site and a letter from the Board be sent to PROV. The motion was seconded by Mr. Lamborne and unanimously approved by the Board.

Sunset Hearing
The Board inquired about the status of the PROV invoices covering the period of March through June 2024) and recent months. Mr. Warren indicated that purchase orders for July, August and September invoices had been approved for payment and he would inquire further with Mr. Littleton (CFO with Smith Warren) on the current status.

Ms. Loveless commented on preparing for the upcoming Sunset Committee meeting in October and she provided the members a list of the Sunset Committee members and reviewed the meeting schedule.

Ms. Loveless reported that she had met with Mr. Warren and auditors to close out the transition of Board files, with additional records to be forthcoming from Smith Warren Management Inc. to the Board. She reported on office property purchased in 2010 and prior, and the cost of moving the ageing property.
MOTION: Mr. Grimes made the motion to transfer to another state agency the Board property of two office desks, office chairs and file cabinets. The motion was seconded by Mr. Lamborne and unanimously approved by the Board.

Ms. Loveless also reported on an office printer and copier as Board property and the two automobiles.

She reported that the Board's Emergency Rule, which extending the September 30, 2024, expiration date of licenses to November 30, 2024, had been posted with the Legislative Service Agency and on the Board's website.

Mrs. Coody reported that the amended Rule 303-X-2-.07 Form and Content of License Certificates had been published for public comment. Mr. Warren reported that the public comment deadline was October 4, 2024, and no comments had been received to-date.

Mr. McCreless commented on safeguarding the Board's mail during the transition period. Mr. Warren reported that any mail received at Smith Warren for the Board would not be opened but would be forwarded through State Central Mail service. Ms. Loveless reported that she would coordinate with Mr. Warren about having one of her staff retrieve the mail at Smith Warren or similar coordination. She reported that the Board's website would have the new mailing address listed effective October 1, 2024.

ANNOUNCEMENTS AND OTHER BUSINESS

Next Meeting: Chairman Rogers reported that the next regular business meeting of the Board was scheduled November 18, 2024.

ADJOURNMENT

Chairman Rogers called for other business and there was none.

MOTION: Mr. Grimes made a motion to adjourn the meeting. The motion was seconded by Mr. Lamborne, and having no objections from the members, Chairman Atchley adjourned the meeting at 11:00 a.m.

Respectfully submitted,

Shon Rogers
Board Chair

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