



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

MINUTES Board Meeting March 4, 2013

The Alabama Board of Electrical Contractors met on Monday, March 4, 2013, 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. Albert Hensley, Chair, Mr. Carmon Colvin, Vice Chair, Mr. Ronald Weaver, Mr. Donald R. (Donny) Cook, Mr. Jesse (Jay) Stutts and Mr. Charles (Chuck) Turner. Member not in attendance were Mr. Robert Lamborne, Mr. Terry Wallace, and Mr. Bruce Taylor. Also in attendance were Mr. Keith E. 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). A quorum was present to conduct business.

The meeting was called to order at 10:01 a.m. 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 February 4, 2013, regular meeting were presented for approval. Mr. Turner made a motion to approve the minutes as presented. The motion was seconded by Mr. Stutts and unanimously approved by the Board.

Mr. Warren presented the Executive Director's Report and financial information, which included information on the number of active and inactive licensees (copy of the Report available for viewing in the Board's official Book of Minutes). Mr. Colvin made a motion to approve the Executive Director's Report as presented. The motion was seconded by Mr. Turner and unanimously approved by the Board.

Mr. Warren commented on the proposed legislative bill and reported that Representative Mack Butler and Senator Scott Beason will serve as sponsors.

Mr. Warren asked the Board members to submit articles to be published in the upcoming Board newsletter. He proposed a deadline of March 23, 2013 for submission of articles.

The Legal Report was presented by Ms. Coody. She asked the Board to consider, in matters related to complaints, authorizing the Executive Director to issue a letter of concern to those individuals whose activities do not warrant a disciplinary hearing. Mr. Cook made a motion that

pursuant to the authority of Rule 303-X-1-.12(3), the Board authorize and direct the Executive Director, after any necessary investigation and after consulting with the Complaint Committee, to determine if there are complaints that do not warrant a disciplinary hearing before the Board, and for those complaints, the Executive Director may issue a letter of concern to the licensee or non-licensee. The motion was seconded by Mr. Turner and unanimously approved by the Board. The Board discussed the composition of the Complaint Committee, consisting of the Executive Director, General Counsel, investigator and one member of the Board who is located geographically to the complaint. The Board requested that the Executive Director's Report include number of complaints received, number of complaints resolved and number of letters of concern issued.

Mr. Warren reported that proposed Rule 303-X-1-.01 approved by the Board was published for public comments and no comments were received. Mr. Cook made a motion to adopt as final Rule 303-X-1-.01 as published. The motion was seconded by Mr. Weaver and unanimously approved by the Board.

Mr. Warren asked the Board to consider modifications to the Administrative Services Contract, which provided the flexibility to increase or decrease the contract up to 5% on an annual basis. A copy of the proposed contract specifications was distributed to the Board for their review prior to the meeting. Mr. Warren reported that this change would require rebidding of the contract. Mr. Colvin made a motion to approve the changes in the contract specifications as present and to request bids. The motion was seconded by Mr. Cook and unanimously approved by the Board.

Mr. Warren presented request for bid specifications for Examinations. A copy of the proposed contract specifications was submitted to the Board prior to the Board meeting for their review. Mr. Warren recommended that a test site in Tuscaloosa and Auburn-Opelika be added for the public's convenience. The Board discussed the bid process and interviews prior to approving the bid. Mr. Turner made a motion to approve the proposed specifications for Invitation to Bid for Examinations. The motion was seconded by Mr. Cook and unanimously approved by the Board.

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

Mr. Warren presented one CE Provider application for the Board's approval. Mr. Colvin made a motion to approve the CE Provider application as presented (a list available for viewing in the Board's official Book of Minutes). The motion was seconded by Mr. Cook and unanimously approved by the Board.

The Board reviewed applications for Journeyman Electricians. Mr. Cook made a motion to approve the Journeyman Electrician applications for examination (a list available for viewing in the Board's official Book of Minutes). The motion was seconded by Mr. Colvin and unanimously approved by the Board.

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

The Board discussed proposed articles for the upcoming newsletter. Mr. Warren suggested an article on the complaint process, extension of the deadline for Provisional applications, and continuing education rule change. The Board discussed the licensing requirements for electricians based on Act 2010-540, that came into effect January 1, 2012.

The next regularly scheduled meeting of the Board is April 8, 2013 at 10:00 a.m.

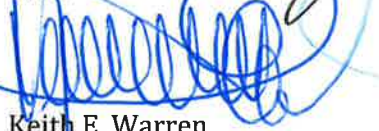
There was no further business of the Board, and Mr. Colvin made a motion to adjourn the meeting. The motion was seconded by Mr. Cook and unanimously approved by the Board. Mr. Hensley adjourned the meeting at 12:16 p.m.

Respectfully submitted,



Albert Hensley

Chair



Keith E. Warren

Executive Director