



**STATE BOARD OF HEATING, VENTILATION, AIR-CONDITIONING, AND
REFRIGERATION CONTRACTORS
BUSINESS MEETING MINUTES**

Date: October 12, 2022

Time: 10:30 a.m.

Place: The Board of HVACR meeting was held via teleconference (US +1 208-907-5480 PIN: 871 402 772#).

Members Present: **Brian Hamilton, Chair**, Master HVACR Contractor
Ezio Rebecchi, Master HVACR Contractor
Michael Giangrandi, Master HVACR Contractor
David Politzer, Consumer Member
Amadou Magazi, Master HVACR Contractor
Grant G. Gotlinger, Master Electrician

Members Absent: **Richard C. Ludlow**, Master Plumber

Staff Present: **John Bull**, Executive Director, Mechanic Licensing Boards
Sloane Fried Kinstler, Assistant Attorney General
Sean Heeter, Administrative Officer

Staff Absent: None

Guests Present: **Sean Davis**, Food and Drug Administration

Call to Order

Chairman Hamilton called the Business Meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration (“HVACR”) Contractors (“Board”) to order at 10:33 a.m.

Approval of Minutes

Members of the Board reviewed the minutes of the Business Meeting held on September 14, 2022. Upon Mr. Magazi’s Motion and Mr. Politzer’s second, the motion was carried to approve the minutes without amendment or correction. Mr. Giangrandi abstained from the vote.

Complaint Committee Report

Mr. Heeter addressed the Board to inform them that the Complaint Committee did not convene on October 12, 2022.

Application Review Committee

There were no applications to be reviewed.

Review of Examination Statistics and License Totals

Mr. Bull reported the following PSI exam statistical summaries for the month of September 2022:

	Candidates Tested	Passed	Failed	Pass %
Total	54	22	32	41%

Cumulative

Total	436	190	246	44%
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Testing to date

Total	11467	4993	6474	44%
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There are currently 20,177 active licensees.

Executive Director's Report

Mr. Bull addressed the Board and stated the Complaint Committee currently only has one Board member which is Chairman Hamilton. He asked if the Board would like to have additional members on the Committee and if any member would like to join. Ms. Kinstler stated the committee can be comprised of industry members and consumer members, and that it is up to the Chairman to appoint individuals to sit on a committee. She stated that Board members can also ask and volunteer to serve.

Chairman Hamilton stated the Complaint Committee takes place before the scheduled Board meetings and that it usually takes around thirty or forty minutes and rarely runs over the hour of allotted time. Mr. Politzer stated that he will volunteer to sit on the committee as a consumer member.

With Chairman Hamilton's approval Mr. Bull asked if the Board needed to vote on Mr. Politzer's seat on the committee. Ms. Kinstler stated the appointment must be established in a public meeting, so a motion must be carried. Upon Mr. Magazi's motion and Mr. Rebechi's second, the motion to establish Mr. Politzer's seat on the Complaint Committee was carried. Mr. Giangrandi abstained from the vote.

Mr. Bull addressed the Board and stated that he is putting together the meeting schedule for next year, 2024. He then apologized and stated that it was the 2023 Board meeting schedule and is requesting Board input on in person meetings. He stated the Department is requesting Boards and Commissions to have at least two in person meetings per year. Mr. Bull asked if the Board would consider scheduling the first in person meeting in January 2022.

Chairman Hamilton, Mr. Rebechi, and Mr. Magazi are in favor of holding at least two in person meetings in 2023. Mr. Magazi requested there be advanced notice so that members can plan accordingly. Chairman Hamilton stated the Board meets on the second Wednesday of each month. Mr. Bull stated that there is still the ability to attend the scheduled in person meetings virtually, as the conference room has the ability to also include virtual members and guests. Ms. Kinstler asked when the second in person meeting will take place. Mr. Bull stated that the second meeting can be discussed at a later date. Ms. Kinstler reminded the Board that if the state is on liberal leave due to inclement weather no meetings will be held.

Old Business

There was no new business at this time.

New Business

Ms. Kinstler read an email that was sent to Board members regarding the open meetings act. She stated that if the Board is taking a position or discussing Board business to notify John in advance to be added to the agenda under new business. Per the Open Meetings Act the Board is required to provide advanced notice to the public if any Board business is being discussed. Naturally things do arise, but if you know in advance that something will be discussed let John know so the Board is in compliance with the Open Meetings Act. Chairman Hamilton thanked counsel for the clarification. Mr. Bull stated he needs to know at least 48 hours in advanced so that it can be added to the agenda and posted on the Board's website.

Mr. Politzer stated that he is heavily involved in the real estate industry and as it gets colder there is cause for concern about home inspections and/or sellers requesting the replacement of HVACR equipment. He asked if any board members have given a presentation or advice to real estate agents about HVACR work on a home. He asked if it is possible to have Board members provide information and support to agents regarding HVACR installation and maintenance. Ms. Kinstler stated that typically trade or network associations will hold a meeting and invite and expert in a specific field, and that while it can be a member of a Board, the Board member cannot represent the Board or advise and speak on the Board's behalf. Any member who would attend such meetings can attend as a public and individual license holder.

Correspondence

There was no correspondence at this time.

Counsel's Report

No report from Counsel was necessary.

Chairman’s Report

There was no Chairman’s report, however Chairman Hamilton thanked the Board for their attendance.

Closed Session

The Board did not convene in closed session.

Adjournment

With no further business, upon Mr. Rebechi’s Motion and Mr. Politzer’s second, the Board voted to adjourn the September 14, 2022, meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors at 10:53 a.m. Mr. Giangrandi abstained from the vote.

Signature On File

12/14/22

John Bull
Executive Director

Date

Signed on behalf of the Board as voted and approved on 12/14/22