

BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS

Fire Alarm, Burglar Alarm and Locksmith Advisory Committee

June 21, 2011

PUBLIC SESSION MINUTES

I. Call to Order

The Meeting of June 21, 2011, was called to order at 9:30 A.M.

All requirements of the Open Public Meetings Act have been complied with in accordance with N.J.S.A. 10:4-6. The notice of the meeting has been mailed to the Newark Star Ledger, Camden Courier Post, and the Trenton Times. The notice has also been sent to the Secretary of State, Trenton, New Jersey.

The Board saluted the Flag.

The following members were present:

Keith Eaves
Arthur Fucetola
Charles Okun
Robert Shoremount
Walter Wargacki, Jr.
Electrical Board Liaison
Joseph Cantalupo

The following members were not present:

Edward Bagniewski
Sgt. William Hartung
Richard Rible
Jon Sprague

Also, present were:

Joseph Donofrio, Deputy Attorney General, Division of Law
Howard Pine, Acting Executive Director
Lolly Merced, Administrative Assistant to the Deputy Director
Lisa Marshall, Staff
Cara Landolfi, Division of Law Intern

II. Announcements

No announcements

III. Chairman's Report

Nothing to report.

IV. Approval of Minutes

A. April 12, 2011

A motion was made by Arthur Fucetola and seconded by Robert Shoremount to approve the April 12, 2011 Public Minutes as corrected. Motion carried.

B. May 17, 2011

A motion was made by Robert Shoremount and seconded by Walter Wargacki, Jr. to approve the May 17, 2011 Public Minutes as presented. Motion carried.

V. Presentation - Bright Star

Paperless Agenda

The Division of Consumer Affairs is moving towards being paperless. In an effort toward this initiative, Bright Star will be assisting the Division with the transformation of mailing out paper Agendas to paperless agendas for Public Meetings.

Frederica Robinson, who oversees the Board Meeting Services Team for Bright Star, came before the Advisory Committee to explain how the paperless agenda will operate. She started by informing the Advisory Committee that Bright Star is a company that employs wounded and homeless veterans. She advised the Advisory Committee that agendas along with its supporting documentation will be scanned and posted on the website 10 days prior to the schedule date of the meeting. Each member will have access to it on their own computers. They will have their own account that is secured with a password. They could read it, review it, make notes, etc. On the day of the meeting, there will be monitors placed in the conference room where the meeting will be conducted. The meeting will be conducted with the agenda and supporting documents on monitors.

After the presentation was conducted, the Advisory Committee decided to start this process for the September 2011 meeting.

VI. Continuing Education Subcommittee Report

Attendance Sheets - CE Courses

The Advisory Committee discussed the issue of who is responsible to keep the attendance sign-in for each course, the Advisory Committee or the sponsor of the courses. It was the decision of the Advisory Committee that the sponsors of the continuing education courses are responsible for keeping the sign-in sheets for each course they give. These sheets are to be kept, for six years (two-triennial periods), for the purpose of audits that will be conducted by the Advisory Committee. The licensee who attends the course is also required to keep a copy of the certificate to submit as proof of attendance in case of audits. A motion was made by Walter Wargacki, Jr. and seconded by Keith Eaves to include this requirement in the proposed regulations, send out a letter, via email, to all sponsors informing them of this requirement and to also post this requirement on the Advisory Committee's website. Motion carried.

Testing

The Advisory Committee discussed the testing process. A motion was made by Keith Eaves and seconded by Walter Wargacki, Jr. to move this item into Executive Session for further discussion of the contents of the test. Motion carried.

Code Changes

The Advisory Committee discussed the issue of changes to the code. It has been noticed that Codes have changed significantly. It was the Committee's decision that it is the responsibility of the sponsors to format courses to incorporate code changes. It is the responsibility of the licensee to ensure that each licensee is kept up to date on all codes. They are performing the work and need to know how to do it. It is not the responsibility of the Committee to advise the licensees that codes have changed. Licensees should be aware of the changes.

VII. Division of Law - Billing Report - Third Quarter - FY11

The Billing Report from the Division of Law was submitted for informational purposes.

VIII. Review of Applications for Alarm and Locksmith Licenses Review of Applications for Alarm and Locksmith Business Licenses

The sub-committee reviewed and approved individual and business licenses.

IX. Public Comments

Brandon Pinkard, Esq. from Verizon asked to address the Advisory Committee regarding the status of Verizon's request of March 4, 2011 regarding its proposed Home Security ("HS") service in New Jersey. Verizon's only involvement is supplying the equipment and portal service to customers. According to the information provided and presented, Verizon will not be involved in the installation, maintenance, servicing, monitoring or responding to signals

of the system. Mr. Pinkard was informed that Acting Executive Director Pine had spoken with Mr. Harrington from Verizon advising him that their request has been approved. A letter will be sent out shortly advising him of the Advisory Committee's decision. The reason for the delay in notifying Verizon is because the minutes have just been officially approved due for lack of a quorum from the past few meetings.

Thomas O'Sullivan addressed the Committee regarding the cease and desist letter he received. Mr. O'Sullivan was asked to leave the room as they adjourned the Public Session of the meeting and moved into Executive Session for further discussion of this matter, to review complaints and conduct an investigative inquiry.

XII. Adjournment

A motion was made by Arthur Fucetola and seconded by Keith Eaves to close the public session and go into Executive Session. Motion carried. Public session was adjourned at 10:30 A.M.