

BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS

Fire Alarm, Burglar Alarm and Locksmith Advisory Committee

November 16, 2010

PUBLIC SESSION MINUTES

I. Call to Order

The meeting of the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee was called to order by Chairman, Charles Okun, at 9:35 A.M. in the Hudson Room, Sixth Floor, 124 Halsey Street, Newark, New Jersey. All parties were duly notified of the date, time and location of this meeting and pertinent material was provided to meeting participants.

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
Charles Okun
Robert Shoremount
Walter Wargacki, Jr.
Jon Sprague
Edward Bagniewski
Arthur Fucetola

The following members were not present:

Edward Bagniewski
Arthur Fucetola
Sgt. William Hartung
Richard Rible

Also, present were:

Joseph Cantalupo, Member of the Board of Electrical Contractors
Howard Pine, Acting Executive Director
Joseph Donofrio, Deputy Attorney General, Division of Law
Lolly Merced, Administrative Assistant to the Deputy Director
George DeLuca, Administrative Analyst
Lisa Marshall
Angelica Guerrero

II. Announcements

Acting Executive Director Pine announced that the public minutes of each meeting will now be posted on the Advisory Committee's website shortly after each meeting.

Acting Executive Director Pine clarified the renewal application process that was previously discussed at the October 19, 2010 public meeting.

Paul Ray and Ivette Castillo came before the Advisory Committee during the October 19, 2010 meeting to request the Committee's approval of the renewal application form for the business permits which expire January 31, 2011. During the discussion of the renewal process, a question arose as to the number of questions that could be added to the application in order for collection of specific information. It was the Committee's understanding that it could include four additional questions on the application. However, only two (2) questions can be added to the renewal application. Therefore, the two following questions will not be asked in the renewal application: 1. Are you acting as the business qualifier for any other business? and, 2. Does your business have more than one qualifier?

III. Chairman's Report

Chairman Okun advised the Advisory Committee that a Subcommittee made up of Walter Wargacki, Jr., Jon Sprague and Sgt. William Hartung is assigned to review waiver/extension requests from licensees regarding the completion of the necessary continuing education credits that are required to renew each individual licenses which expired August 31, 2010. Once all requests have been reviewed, the Subcommittee will submit all of its recommendations to the full Advisory Committee for its consideration and decision.

Mr. Okun advised the Advisory Committee that he cannot attend the December meeting.

IV. Approval of Minutes

A motion was made by Arthur Fucetola and seconded by Walter Wargacki, Jr. to approve the public minutes of October 19, 2010 as amended. Motion carried. The minutes were accepted as amended.

V. Continuing Education Subcommittee Report

After review and discussion, a motion was made by Jon Sprague and seconded by Arthur Fucetola to approve the attached recommendations of the Continuing Education Subcommittee Report. Robert Shoremount abstained. Motion carried.

George DeLuca attended the meeting to discuss the continuing education course application process; both new applications and renewal of previously approved courses. After review and discussion of the continuing education course application process, the Advisory Committee approved the attached 2010 Triennial course process for the purpose of approving the initial requests and the renewing of previously approved courses for the 2013 triennial period. A motion was made by Jon Sprague and seconded by Walter Wargacki, Jr. to approve the attached

triennial course approval process for the new 2013 triennial period. Any previously approved renewal application must be submitted at least 30 days prior to offering the course. Any new applications must be submitted 60 days prior to offering the course. Robert Shoremount abstained. Motion carried.

VI. Public Comments

No members from the public attended this meeting. Therefore, there was no public comments.

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

There was a discussion to include an attached list of businesses that are approved by the Advisory Committee to the public minutes. It was further discussed that the qualifiers of each business also be included in the list. A motion was made by Keith Eaves and seconded by Robert Shoremount to attach a list of all newly licensed businesses to the public minutes starting with the December 2010 meeting. The list will include the name of the business, the license number of each business, the business telephone number and the business qualifier(s). Robert Shoremount amended the motion to include the list of all initial licensed businesses in the December 2010 Agenda. Motion carried.

A motion was made by Robert Shoremount and seconded by Walter Wargacki, Jr. to follow the same process for all initially licensed individuals after completion and passing of the examination. Motion carried.

VIII. Adjournment

A motion was made by Keith Eaves and seconded by Jon Sprague to close the public session and go into closed session to discuss confidential matters. Motion carried. Public session was adjourned at 12:30 P.M.