

**MINUTES
UTAH ELECTRICIAN
LICENSING BOARD**

July 18, 2024

**Electronic Meeting
With Anchor location in Rm 474**

CONVENED: 9:01 a.m.

ADJOURNED: 10:21 a.m.

Bureau Manager:

Stephen Duncombe

Board Secretary:

Nicole Herrera

Board Members Present:

Justin May
Justin Parker
Matt Lawson
Steve Woodman
Mike Hartwell

Board Members Absent:

Guests:

Thomas Empey
Tim Miller
Dave James
Michael Lanoue

DOPL Staff Present:

Allyson Pettley, Bureau Manager
Bobby Main, Investigations
Boyce Barnes, CE Specialist
Jenna Mayne, Exam Coordinator
Bernice Palama, Compliance
Abigail Pena
Alexander Bybee
Patrick Fitzgibbon

TOPICS FOR DISCUSSION

ADMINISTRATIVE BUSINESS:

Approval of Minutes

Time: 2:15

Investigation Update

Time: 3:10

Continuing Education Update

Time: 9:35

Compliance Update

Time: 10:23

Testing/Exam Update:

Time: 13:30

Outreach Update

Time: 25:44

Elect/Re-elect Chairperson

Time: 28:36

DECISIONS AND RECOMMENDATIONS

Mr. Parker made a motion to approve the May 16, 2024 minutes. Mr. Woodman seconded the motion. The motion passed unanimously.

Bobby Main gave the board an update on investigations. Item noted. No action taken.

Boyce Barnes gave an update on the continuing educations. Item noted. No action taken.

Bernice Palama gave an update on compliance. Items noted. No action taken.

Jenna Main gave an update on testing and exams. Items noted. No action taken.

Patrick Fitzgibbon gave the board and update on outreach. He discussed the national night out against crime. He encouraged everyone to attend.

Mr. Parker made a motion to nominate Mr. Parker for chairperson. Mr. Woodman seconded the motion. Th motion passed unanimously

DISCUSSION and ACTION ITEMS:

ITAC Update
Time: 31:20

Alexander Bybee presented the board with the rubric that was put together by the task force. The board asked some questions and made a few changes. Mr. Hartwell made a motion to approve the rubric with the changes. Mr. Parker seconded the motion. The motion passed unanimously.

ADJOURN:

Adjourned at 10:21 a.m.

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

09/25/2024
Date: _____

X Justin May
[Justin May \(Sep 25, 2024 14:56 MDT\)](#)
Electrician Licensing Board Chairperson

09/25/2024
Date: _____

X Stephen Duncombe
Bureau Manager, Division
Professional Licensing

