

**MINUTES  
ELECTRICIAN AND PLUMBERS  
LICENSING BOARD**

**December 3, 2025**

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

**CONVENED:** 9:01 a.m.

**ADJOURNED:** 10:23 a.m.

**Bureau Manager:**

Stephen Duncombe

**Board Secretary:**

Nicole Herrera

**Board Members Present:**

Mike Hartwell  
Cory Moore  
Jason Haun  
Harvey Hansen  
Justin May  
Terry McBride  
Keven Verwer  
Matt Lawson

**Board Members Absent:**

Matthew Campisi  
Steve Woodman  
Jason Warner

**Guests**

Ken Adams  
Dave Hill  
Cindy Hansen  
Mark Lund  
Cindy Hansen  
Ashley Spatafore  
David Spatafore  
John Halcrow  
Shawn Swapp

**DOPL Staff Present:**

Sicily Hill, Compliance  
Boyce Barnes, Continuing Education  
Bobby Main, Investigations  
Jenna Mayne, Testing and Programs  
Jose Solis, ITAC

**TOPICS FOR DISCUSSION****ADMINISTRATIVE BUSINESS:**

Approval of Minutes  
Time: 3:15

**DECISIONS AND RECOMMENDATIONS**

Mr. McBride made a motion to approve November 5, 2025, minutes as written. Mr. Haun seconded the motion. The motion passed unanimously.

Investigation Update  
Time: 3:50

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

Continuing Education Update  
Time: 8:00

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

Compliance Update  
Time: 11:10

Sicily Hill gave an update on compliance. Items noted. No action taken.

Testing/Exam Update:  
Time: 38:45

Jenna Mayne gave an update on the exams. Items noted. No action taken.

## **DISCUSSION and ACTION ITEMS:**

### **Internationally Trained Applicant Experience Form Review:**

Time: 47:15

Jose Solis asked the board to review the new employment verification form for internationally/out of state electricians and plumbers. The board reviewed the forms and suggested that a license/registration number of the business/employer to be required.

### **Stipulation Review – Cody Halowell**

Time: 23:30

Mr. Halowell has asked the board to amend the worksite restrictions in his stipulation. The board reviewed and discussed the information. Mr. Hartwell made a motion to approve the worksite restriction amendment. The amendment shall state: Respondent may not work at any residence or job site where a person under the age of 18 is present. Respondent may work on a commercial or industrial jobsite while accompanied by Respondent's supervisor or an adult coworker. Mr. Moore seconded the motion. The motion passed unanimously.

### **Stipulation Review – Quentin Douglas**

Time: 14:10

Mr. Douglas has asked the board to amend the worksite restriction in his stipulation. The board reviewed and discussed the information. Mr. Hartwell made a motion to deny the worksite amendment. Mr. Verwer seconded the motion. The motion passed unanimously.

### **Review Minimum Time to Complete Requirements (MTC):**

Time: 55:30

The board discussed the minimum time to complete requirements. Mr. May will compose a letter from the board to provide feedback for Director Steinagel to submit to Representative Thurston. Mr. Moore made a motion to assign a work group to review this information. Mr. McBride seconded the motion. The motion passed unanimously. The members of the group are - Cory Moore, Mike Hartwell, Ken Adams, Dave Hill, Shawn Swapp, Jason Haun. Mr. May would like this item to be placed on next month's agenda.

**ADJOURN:**

Adjourned at 10:23 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.*

Date: 01/08/2026



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Electrician and Plumbers  
Licensing Board Chairperson

01/09/2026



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Bureau Manager, Division of  
Professional Licensing