

**MINUTES  
ELECTRICIAN AND PLUMBERS  
LICENSING BOARD**

**January 7, 2026**

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

**CONVENED:** 9:00 a.m.

**ADJOURNED:** 9:54 a.m.

**Bureau Manager:**

Stephen Duncombe

**Board Secretary:**

Nicole Herrera

**Board Members Present:**

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

**Board Members Absent:**

Matthew Campisi

**Guests**

Ken Adams  
Mark Lund  
Dave Hill  
John Halcrow  
Kevin Dyke  
Jacob Sill  
Drake Layton  
Matthew Standing

**DOPL Staff Present:**

Allyson Pettley, Licensing Administrator  
Michelle Phelps, OAG  
Bobby Main, Investigations  
Sicily Hill, Compliance  
Boyce Barnes, Continuing Education  
Jenna Mayne, Testing and Program  
Jose Solis, ITAC

**TOPICS FOR DISCUSSION**

**DECISIONS AND RECOMMENDATIONS**

**ADMINISTRATIVE BUSINESS:**

Approval of Minutes  
Time: 3:00

Mr. McBride made a motion to approve December 3, 2025, minutes as written. Mr. Warner seconded the motion. The motion passed unanimously.

Investigation Update  
Time: 3:30

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

Continuing Education Update  
Time: 5:00

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

Compliance Update  
Time: 8:03

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

Testing/Exam Update:  
Time: 9:35

Jenna Mayne presented the new process for the Authorization to Test for Journeyman Electrician/Plumber. This process will go live tomorrow, January 8, 2026.

**DISCUSSION and ACTION ITEMS:**

**Review Minimum Time to Complete Requirements (MTC):**  
Time: 29:20

Mr. Moore provided the board with an update on the items the work group has been discussing. The board would like to discuss this item at the next meeting.

**ITAC Employment Verification Form:**  
Time: 47:05

Mr. Solis updated the board on the Internationally Trained Applicant employment verification form. Item noted. No action taken.

**ADJOURN:**

Adjourned at 9:54 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: 02/04/2026

*Justin May*

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Electrician and Plumbers  
Licensing Board Chairperson

Date: 02/05/2026

*Stephen Duncombe*

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Bureau Manager, Division of  
Professional Licensing