

Meeting Minutes
ELECTRICAL COMMISSION
308 S. Pierre St. Pierre, SD
April 21, 2020 at 8:30 A.M. CDT

President Lyons called the meeting to order at 8:30 a.m. JJ Linn, Executive Director called the roll.

Members Present via conference call: Sean Lyons, John Hoffman, Dave Eide, Rick Cronin, Duane Mergen, Doug Fuerst and Russ Vanderwerff.

Others Present via conference call: JJ Linn – Executive Director, Roxie Mobley – Office Secretary, Graham Oey – Legal Counsel, Tim McClintock – NEMA, David Smith – Eaton, Tony Jockheck – South Dakota Home Builders Association.

The meeting agenda was presented. President Lyons requested additions or comments on the agenda.

JJ Linn requested two items be removed from the agenda as the items were addressed in South Dakota Executive Order 2020-16 executed by Governor Noem:

- L. Waive in person continuing education requirement – Renewal 2020
- M. Waive expiration of exam window

President Lyons declared the agenda correct as amended.

The October 22, 2019 Commission minutes were presented. President Lyons declared the minutes correct as presented as no comments were received from members.

President Lyons opened the floor to public input. No comments were received.

President Lyons requested Director Linn to review the Inspectors report.

- Director Linn reviewed the January 29 – 31, 2020 inspector meeting minutes.
- Director Linn noted the minutes were reorganized for timeliness and documentation purposes.
- Director Linn also noted the 3 sections to address the code adoption and review procedure: Code – approved to add to toolbox, approved for toolbox once NEC 2020 has been adopted, and pending additional review for clarification once the NEC 2020 has been adopted.
- Director Linn informed the Members Ron Lunder is scheduled to retire May 8, 2020. The Commission will allocate the permits in said district to other surrounding districts as the position will not be filled at this time.

Old Business:

- Director Linn stated there is no old business on the agenda.

New Business:

President Lyons requested Director Linn to review the fee summary and proposed rule changes.

President Lyons requested Director Linn to confirm the request by Troy D. Vareberg, P.E. – Vareberg Engineering to be approved as a South Dakota 3rd party labeler. Hoffman made a motion to confirm Troy Vareberg as 3rd party labeler for the state of South Dakota. Cronin seconded the motion. A roll call vote was held. **MOTION PASSED.** (Cronin-aye, Eide-aye, Fuerst-aye, Hoffman-aye, Mergen-aye, Vanderwerff-aye, Lyons-aye).

President Lyons requested Director Linn to review the Agreed-Upon Procedures Report noting the findings. Eide made a motion to accept report as presented. Mergen seconded the motion. A roll call

vote was held. **MOTION PASSED.** (Cronin-aye, Eide-aye, Fuerst-aye, Hoffman-aye, Mergen-aye, Vanderwerff-aye, Lyons-aye).

Reports:

- The reports for October 2019 to April 2020 were reviewed.

Code Committee Report: No pending items at this time.

President's Report: No pending items at this time.

Executive Director's Report:

- Director Linn noted the concern communicated by a utility regarding the utilization of the disconnect order. Director Linn noted the concern and informed the individual of the diligence conducted prior to issuing the disconnect order.
- Director Linn requested the members return Form 11 as soon as possible following the rules hearing.
- Director Linn informed the members payment for the 3 meetings in fiscal year 2020 will be conducted prior to fiscal year end.
- Director Linn noted the process of replacing an electrical contractor upon retirement or death.

President Lyons recessed the meeting at 9:45 a.m. for a break and to allow the Public Rules Hearing scheduled for 10:00 a.m.

President Lyons reconvened the meeting at 11:36 a.m.

Mergen made the motion for the fee increase to go into effect June 1, 2020 and the 2020 NEC to go into effect July 1, 2020. Fuerst seconded the motion. A roll call vote was held. **MOTION PASSED.** (Cronin-aye, Eide-aye, Fuerst-aye, Hoffman-aye, Mergen-aye, Vanderwerff-aye, Lyons-aye).

Executive Director's Report (Continued)

- Director Linn noted the renewal date is set in statute. At this time the South Dakota Electrical Commission plans to move forward with renewal and the continuing education requirement the same as any other renewal cycle. Licensees are required to attain 16 hours of continuing education (a minimum of 8 code hours) due by the time you send in your renewal or by June 30 whichever is sooner. Please note the Commission is allowing all continuing education hours to be gained online for the 2020 renewal.
- Director Linn noted the Commission is not conducting virtual inspections at this time. Inspectors have been directed to alert Director Linn if a situation arises in which a virtual inspection has been requested by an installer.

President Lyons noted the next commission meeting is tentatively scheduled for July 16, 2020 in person in Pierre pending CDC guidelines (COVID-19) regarding in person meetings.

President Lyons requested comments from the members. None noted.

Duane Mergen made a motion to adjourn the Commission Meeting. Cronin seconded the motion. A roll call vote was held. **MOTION PASSED.** (Lyons-aye, Eide-aye, Hoffman-aye, Cronin-aye, Fuerst-aye, Vanderwerff-aye).

Meeting adjourned at 11:45 a.m.