

**EXECUTIVE SUMMARY**  
**ELECTRICAL CONTRACTORS' LICENSING BOARD**

**I. General Information**

Meeting Dates: January 16-18, 2013  
Meeting Type: General Business Meeting  
Residence Inn  
2301 Sadler Road  
Fernandina Beach, FL  
Members Present: Mr. Kenneth Hoffmann, Chair  
Mr. Timothy Chinchor, Vice-Chair  
Mr. Robert Bramlett  
Mr. Brian Flaherty  
Mr. Benjamin Smith  
Mr. Clarence Tibbs  
Mr. Paul Sandefer  
Mr. Noel Thomas  
Members Absent: Mr. David Botknecht, Excused  
Other Attendees: Ms. Juanita Chastain, Executive Director  
Ms. Ruthanne Christie, Government Analyst  
Ms. Erica White, Prosecuting Attorney  
Ms. Deborah Loucks, Assistant Attorney General  
Other interested parties

**II. Major Issues/Actions**

- The board reviewed 37 additional business applications.
- The board reviewed 41 initial licensure applications.
- The board heard and answered one request for declaratory statement from Jeffrey Slavin, Esq. regarding telemarketing for alarm contractors.
- The board heard eight disciplinary cases; six were acted upon and two were continued.
- The board held eight hearings not involving disputed issues of material fact; six denials were reversed and applications approved; one denial was reversed and approved with conditions, and one denial was upheld.
- The board heard two requests for reinstatement of suspended licenses; one request the suspension was upheld and one request the suspension was lifted if fine paid within thirty days.
- The board approved the probation committee report, the unlicensed activity report and the examination report.
- Ms. Chastain presented the enforcement report and upcoming board meeting dates.
- The board reviewed the prosecuting attorney report. The report included the following case information as of January 14, 2013.
  - 10 cases received in legal
  - 24 cases set for probable cause presentation
  - 14 cases set for board presentation
  - 5 case administrative complaint filed
  - 4 cases formal hearing request
  - 1 case ready for default
  - 2 cases defective EOR process
- The board voted to continue to prosecute year old cases.

- The board approved the ratification lists of the continuing education committee, additional business application review, and initial application review. The lists will be attached to the minutes of the meeting and incorporated by reference.
- Mr. Loucks presented the board counsel report.

**III. Legislation/Rule Promulgation**

- None.

**IV. Action Required**

- Final orders to be prepared by Ms. Loucks and Ms. Parson.
- The following board meeting has been scheduled:  
March 13-15, 2013, Cocoa Beach, FL

Juanita Chastain  
Executive Director