

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

**I. General Information**

Meeting Dates: July 25-27, 2012  
Meeting Type: General Business Meeting  
Hilton Tampa Airport Westshore  
2225 North Lois Avenue  
Tampa, FL 33607

Members Present: Mr. Kenneth Hoffmann, Chair  
Mr. Robert Bramlett  
Mr. David Botknecht  
Mr. Benjamin Smith  
Mr. Clarence Tibbs  
Mr. Paul Sandefer  
Mr. Noel Thomas, Vice-Chair  
Mr. Timothy Chinchor

Members Absent: Mr. Brian Flaherty, Excused

Other Attendees: Ms. Juanita Chastain, Executive Director  
Ms. Ruthanne Christie, Government Analyst  
Ms. Le Chea Parson, Prosecuting Attorney  
Ms. Deborah Loucks, Assistant Attorney General  
Other interested parties

**II. Major Issues/Actions**

- The board reviewed 36 additional business applications.
- The board reviewed 61 initial licensure applications.
- The board approved minutes of the March 2012 and May 2012 meetings.
- The board heard eighteen disciplinary cases; sixteen were acted upon; one was tabled; and one was dismissed.
- The board held eleven hearings not involving disputed issues of material fact. Six denials were reversed and applications approved, one denial was upheld, one denial was reversed and approved in a different category than original requested, two applications were withdrawn and one was continued.
- The board approved the probation committee report, the unlicensed activity report and the examination report.
- The board denied one request for six hours of continuing education for attendance at a BASA course.
- The board approved language for Rule 61G6-6.005, FAC, Reexamination. The rule was amended to reflect that applicants who fail to show for an examination are not required to submit another application to the department for reexamination. They must reschedule with the testing vendor and pay the testing vendor fee. The board voted a Statement of Estimated Regulatory Cost was not required.
- The board approved language for Rule 61G6-9.001, FAC, Continuing Education for Reactivation. The rule is amended to reflect the new statutory language that licensees only need one biennium of continuing education to reactivate an inactive license. The board voted a Statement of Estimated Regulatory Cost was not required.
- The board discussed the pilot questions on the business examination and requested that a representative from the Bureau of Education and Testing attend the November meeting.

- The board discussed requiring a continuing education course in laws and rules and asked staff to include in the September agenda for discussion.
- Ms. Chastain presented the enforcement report and upcoming board meeting dates.
- Ms. Parson gave the prosecuting attorney report. The report included the following case information as of July 23, 2012.
  - 14 cases received in legal
  - 29 cases set for probable cause presentation
  - 1 case sent for supplemental investigation
  - 21 cases set for board presentation
  - 1 case administrative complaint filed
  - 4 cases formal hearing request
  - 4 cases ready for default
  - 2 cases in settlement negotiation
  - 1 case awaiting reconsideration
  - 2 cases in settlement negotiations
  - 2 cases to be reconsidered by probable cause
- 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. Hoffmann was elected Chairman and Mr. Chinchor was elected Vice-Chairman.

**III. Legislation/Rule Promulgation**

- Ms. Loucks to notice rules.

**IV. Action Required**

- Final orders to be prepared by Ms. Loucks and Ms. Parson.
- The following board meetings have been scheduled:
  - September 19-21, 2012, Ft. Lauderdale
  - November 14-16, 2012, Panama City

Juanita Chastain  
Executive Director