

EXECUTIVE SUMMARY
ELECTRICAL CONTRACTORS' LICENSING BOARD

I. General Information

Meeting Dates: September 22-23 2011
Meeting Type: General Business Meeting
Embassy Suites Hotel
1100 SE 17th Street
Fort Lauderdale, FL 33316

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

Members Absent: None

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 34 additional business applications.
- The board reviewed 32 initial licensure applications.
- Ms. Parson, prosecuting attorney, presented seventeen disciplinary cases to the board. Two informal hearings were acted upon; one informal hearing was tabled; five settlement stipulations were rejected; two settlement stipulations were accepted; one case was dismissed; and six motions for wavier were heard and acted upon.
- The board held eight hearings not involving disputed issues of material fact. Eight denials were reversed and applications approved.
- The board approved the probation committee report, the unlicensed activity report and the examination report.
- The board voted to withdraw Rule 61G6-10.0065, Reinstatement of Null and Void License, FAC. The board discussed there was no longer a need for the rule as the department has an application to reinstate a null and void license and the board previously set the fee.
- The board voted to approve minutes of the May 2011 and July 2011 board meeting.
- The board asked Ms. Chastain to invite the unlicensed activity coordinator to the November 2011 board meeting.
- The board approved the application changes and voted to approve the following rule changes:
 - 61G6-5.004, Requirement for Business Organization, FAC, The rule was amended to allow an applicant to affirm on the application that he/she has check writing authority or the authority for approving checks, payments, drafts and contracts on behalf of the business organization in lieu of submitting a notarized letter from a bank official.

- 61G6-5.010, Statement of Authority, FAC, The rule was amended to allow an applicant to affirm on the application that he/she is legally qualified to act for the business organization in all matters connected with is contracting business and has authority to supervise all electrical/alarm work undertaken by the business in lieu of submitting a signed letter of authority.
- 61G6-5.003, Requirements for Certifications, FAC, The rule was amended to allow an applicant that is employed by a Florida Certified Electrical, Alarm or Specialty contractor to have their employer affirm applicant meets the requirements pursuant to the applicable part of the statute in lieu of providing job lists.
- Ms. Chastain presented the enforcement report and upcoming board meeting dates.
- Ms. Chastain presented the 2010-11 year end financial report.
- Ms. Parson gave the prosecuting attorney report. The report included the following case information as of September 16, 2011.
 - 7 cases received in legal
 - 20 cases set for probable cause presentation
 - 18 cases set for board presentation
 - 1 cases administrative complaints filed
 - 4 cases to the Division of Administrative Hearings
 - 2 cases ready for default
 - 2 cases in settlement negotiation
 - 4 cases awaiting reconsideration
 - 1 case sent for supplemental investigation
- 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, initial application review and the ratification list of applications processed by department staff. The lists will be attached to the minutes of the meeting and incorporated by reference.

III. Legislation/Rule Promulgation

- Notice Rules 61G6-5.004, Requirement for Business Organization, FAC, 61G6-5.010, Statement of Authority, FAC and 61G6-5.003, Requirements for Certifications, FAC, for development.

IV. Action Required

- Final orders to be prepared by Ms. Loucks and Ms. Parson.
- The following board meetings have been scheduled:
 - November 16-18, 2011, Gainesville, FL
 - January 18-20, 2012, Fernandina Beach
 - March 14-16, 2012, Tampa
 - May 16-18, 2012, Orlando
 - July 25-27, 2012, Tampa
 - September 19-21, 2012, Ft. Lauderdale
 - November 14-16, 2012, Gainesville

Juanita Chastain
Executive Director