

**ST. MARY'S COUNTY GOVERNMENT  
BOARD OF ELECTRICAL EXAMINERS**

*Don Haskin, Chairman  
Danny Johnson, Secretary*



**COMMISSIONERS OF ST. MARY'S COUNTY**

James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner

**ST. MARY'S COUNTY ELECTRICAL BOARD  
May 3rd 2016 MEETING MINUTES**

Donald Haskin	Chairman	Present
James Johnson	Secretary	Present
Rudolph Worch, III	Member	Present
Robert Spence	Member	Present
Ron Derby	Member	Present

**Total Deposited for April 2016:**

\$875.00

**Total Deposited Since May 1<sup>st</sup> 1989:**

\$306,160.00

**April Deposits to Planning & Zoning:**

Master Electrical New License Deposits	\$600.00 (4)
Master Electrical License Renewal Deposits	\$0
Master Electrical License Renewal Late Fee	\$0
Master Electricians Exam Deposits	\$0
Restricted License New Deposits	\$0
Restricted License Renewal Deposits	\$0
Restricted License Renewal Late Fee	\$0
Restricted License Exam Deposits	\$0
Low Voltage New License Deposits	\$150.00 (1)
Low Voltage License Renewal Deposits	\$0
Low Voltage Exam Deposit	\$0
Re-Instatement Fee	\$125.00 (5)
Homeowners Exam	\$0

**Insurance Up-Dates for April 2016:**

83

**April 2016 Change of Address and/or T/A:**

0

**April 2016 Shelved License:**

14

**Miscellaneous:**

The meeting was called to order by Don Haskin at 7:30 PM. The discussions held by the board concerned the following items:

1. The April minutes were approved as written. Motion by Mr. Derby and seconded by Mr. Spence. The vote was 5-0 to approve the minutes.
2. The following is a list of dates for the Electrical Examiners Board meetings in 2016.
  - a. January 5th Board Meeting
  - b. January 28<sup>th</sup> Master/Low Voltage/Restricted Exam
  - c. February 2nd Board Meeting
  - d. March 1st Board Meeting
  - e. April 5th Board Meeting
  - f. May 3rd Board Meeting
  - g. June 7th Board Meeting
  - h. July 5th Board Meeting
  - i. July 28th Master/Low Voltage/Restricted Exam
  - j. August 2nd Board Meeting
  - k. September 6th Board Meeting
  - l. October 4th Board Meeting
  - m. November 1st Board Meeting
  - n. December 6th Board Meeting
3. The electrical board will send out a new roster every Sunday. Any license request sent in during the week will not be processed and become active to the following Monday. Any licenses that become shelved for insurance reasons will be sent out by email on an individual basis.
4. The State of Virginia now accepts the ten hour continuing education class presented by Mr. Haskin
5. Cecil County now accepts the class for continuing education presented by Mr. Haskin
6. Wicomico County now accepts the class for continuing education presented by Mr. Haskin
7. All homeowner exams are canceled until August because of budget restraint
8. Mr. Knight attended the board meeting with some questions concerning low voltage permits and licenses. The board reviewed the information presented and answered all the questions so Mr. Knight could send a response to the company with the questions.

**Homeowners Exam Applicants for May 2016:**

0

**Homeowner Exam Results for April 2016:**

No Exam

**Monitor Homeowners Exam for May 2016:**

All exams are canceled until August

**Master/Restricted/Low Voltage Results for July 2015 and January 2016:**

2015 July Exam —3 applicants----- 0 pass 3 fail  
2016-January Exam—2 applicants-- 0 pass 2 fail

**Monitored Master/Restricted/Low voltage Exam for July 2016:**

Craig Spence  
Don Haskin

**Postage for April 2016:**

\$ .49

**Next Regular Board Meeting:**

Next regular board meeting is scheduled for Tuesday June 7th, 2016 at the Governmental Center Carter Building, Leonard Hall Drive, 2<sup>nd</sup> floor conference room at 7:30 PM.

**Motion to Adjourn Meeting:**

Motion was made by Mr. Derby and seconded by Mr. Johnson

**The Following Payments are authorized for the Board Members for April 2016**

- 1) Robert Spence----MEMBER
  - a) Attend Meeting \$25.00
  - b) Spence Total \$25.00**
  
- 2) Chris Worch----MEMBER
  - a) Attend Meeting \$25.00
  - b) Worch Total \$25.00**
  
- 3) Ron Derby----Member
  - a) Attend Meeting \$25.00
  - b) Derby Total \$25.00**
  
- 4) Don Haskin----CHAIRMAN
  - a) Attend Meeting \$25.00
  - b) Haskin Total \$25.00**
  
- 5) James Johnson-----SECRETARY
  - a) Attend Meeting \$25.00
  - b) Prepare Meeting Minutes \$25.00
  - c) Recording Secretary (42hrs @ \$15.00) \$630.00
  - d) Johnson Total \$680.00**

Recording Secretary Performed the Following Duties (April):

- 1) Picking up mail
- 2) Issuing licenses and renewals
- 3) Confirming and updating insurance coverage
- 4) Shelve and un-shelve licenses for insurance reasons
- 5) Updating roster with new information on license renewal form
- 6) Printing new licenses
- 7) Worked on annual report
- 8) Responding to mail, email and phone calls.
- 9) Preparing items to be placed on Website
- 10) Preparing information for code classes

**James D. Johnson Jr.**  
**Secretary**  
electric.examiners@stmarysmd.com