

**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  
January 2<sup>nd</sup>, 2018 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 December 2017:**

\$1250.00

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

\$369,935.00

**December Deposits to Planning & Zoning:**

Master Electrical New License Deposits	\$1200.00 (8)
Master Electrical License Renewal Deposits	\$0
Master Electrical License Renewal Late Fee	\$0
Master Electricians Exam Deposits	\$25.00 (1)
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	\$0
Low Voltage License Renewal Deposits	\$0
Low Voltage License Late Fee	\$0
Low Voltage Exam Deposit	\$0
Re-Instatement Fee	\$0
Homeowners Exam	\$25.00 (1)

**Insurance Up-Dates for December 2017:**

53

**December 2017 Change of Address and/or T/A:**

1

**December 2017 Shelved License:**

0

**Meeting: The Meeting was called to order by Mr. Haskin at 7:30pm**

- 1) Vote to approve December minutes-5-0 to approve.
- 2) All electrical work done in St. Mary's County that does not require a building permit will require a no cost electrical permit. The permit will be obtained through Planning and Zoning. Once the permit is obtained than the electrician can file for an inspection at the inspection agency he uses.
- 3) We are still meeting with SMECO and Harry Knight to work out how the third party inspection will work. This is still a work in progress. The board has reviewed an instruction sheet concerning third party inspections presented by Mr. Harry Knight. The board voted 5-0 in favor of accepting this instruction sheet.
- 4) The County Attorney sent the paperwork to the board to start the process of eliminating the home owners exam. This paperwork will be filled out and submitted to eliminate the exam. The board was in favor of this action by a vote of 5 in favor and 0 opposed. The Board is requesting Mr. Knight to submit the paperwork to start the process of eliminating the home owners exam. The paperwork was submitted to the County Commissioners. The County Commissioners voted in favor of the paperwork to eliminate the home owners exam. The meeting in December appeared to go well. The legislation should be submitted as written.
- 5) Mr. Haskin has scheduled another code refresher course on December 5<sup>th</sup> and 12<sup>th</sup>. This will meet the 10 hour requirement for the State of Maryland and many counties. The class is full with 29 students registered and 6 on the waiting list. There were a total of 24 students that completed the class.
- 6) The board reviewed the budget and a motion was made to accept the budget. A vote of 5-0 was in favor of accepting the budget.
- 7) A new license application will be placed on the electrical boards web page that covers Master, Low Voltage and Restricted. This application will simplify the process.
- 8) An issue between a homeowner and an electrician was brought to the board. After reviewing the issue it was determined that this was a civil matter and not an electrical board issue.
- 9) The following is a list of dates for the Electrical Examiners Board meetings in 2018.
  - a. January 2nd Board Meeting
  - b. January 25th Master/Low Voltage/Restricted Exam
  - c. February 6th Board Meeting
  - d. March 6th Board Meeting
  - e. April 3rd Board Meeting
  - f. May 1<sup>st</sup> Board Meeting
  - g. June 5th Board Meeting
  - h. July 3rd Board Meeting--Cancelled
  - i. July 26th Master/Low Voltage/Restricted Exam

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|----|---------------|---------------|
| j. | August 7th    | Board Meeting |
| k. | September 4th | Board Meeting |
| l. | October 2nd   | Board Meeting |
| m. | November 6th  | Board Meeting |
| n. | December 4th  | Board Meeting |

**Homeowners Exam Applicants for January 2018:**

1

**Homeowner Exam Results for January 2018:**

N/A

**Monitor Homeowners Exam for February 2018:**

Ron Derby

**Master/Restricted/Low Voltage Results for July 2017 and January 2018:**

2017 July Exam—1 Applicant—Master Exam--Fail  
 2018 January Exam---1 Applicant---Master Exam---

**Monitored Master/Restricted/Low voltage Exam for January 25th 2018:**

Don Haskin  
 Craig Spence

**Postage for December 2017:**

\$TBD

**Next Regular Board Meeting:**

Next regular board meeting is scheduled for Tuesday February 6<sup>th</sup>, 2018 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 by Mr. Spence  
 Second by Mr. Worch

**The Following Payments are authorized for the Board Members for January 2018**

- 1) Robert Spence----MEMBER
 

a) Attend Meeting	\$25.00
b) Grade Homeowner Exam	\$25.00
c) <b>Spence Total</b>	<b>\$50.00</b>
  
- 2) Chris Worch----MEMBER

- a) Attend Meeting \$25.00
- b) Grade Homeowners Exam \$25.00
- c) **Worch Total \$50.00**

3) Ron Derby----MEMBER

- a) Attend Meeting \$25.00
- b) Grade Homeowner Exam \$25.00
- c) **Derby Total \$50.00**

4) Don Haskin----CHAIRMAN

- a) Attend Meeting \$25.00
- b) Grade Homeowners Exam \$25.00
- c) **Haskin Total \$50.00**

5) James Johnson-----SECRETARY / RECORDING SECRETARY

- a) Attend Meeting \$25.00
- b) Proctor Homeowners Exam \$25.00
- c) Grade Homeowners Exam \$25.00
- d) Prepare Meeting Minutes \$25.00
- e) Recording Secretary (68 @ \$15.00) \$1020.00
- f) **Johnson Total \$1120.00**

Recording Secretary Performed the Following Duties (December):

- 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) Completed annual report
- 8) Responding to mail, email and phone calls.
- 9) Preparing items to be placed on Website
- 10) Prepare Master Exam
- 11) Prepare Homeowners Exam
- 12) Renewal Year
- 13) Work on new county ordinance
- 14) Work on homeowner Ordinance
- 15) New Simplified Electrical License

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