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Minutes

Bureau of Pipefitters, Refrigeration Technicians, and Sprinkler Fitters

Division of Occupational Licensure Video Conference Call Meeting

April 20, 2022, 10:00 AM

1. Meeting called to order by the Chair at 10:01 AM, followed by roll call, the Chair asked that members identify themselves and whom they represent:

Bureau Members Present:

Karalyn O'Brien, Chair
Dan Dumont, NE Mechanical Contractors
Scott King, Pipefitter Member
Frank Norton, Boston Refrigeration Contractors
Sharon Orr, Mechanical Engineer
John Viola, Sprinkler Contractor Member
Brian Kelly, Mass. Building/Construction Trades
Allan Berry, Refrigeration Technician Member
(arrived @ 10:12 AM)

Bureau Members Not Present:

VACANT, Public Member
Justin Fishlin, Sprinkler Fitter Member
Pauline Lally, User Member

Pursuant to St. 2021, c. 20, § 20, An Act Relative to Extending Certain COVID-19 Measures, all board members and staff appeared by videoconference. Public access was provided via videoconference or telephone connection. The Chair informed the Bureau members of the following meeting protocols in order to comply with the Open Meeting Laws:

- Meeting is conducted by the Chair and speakers must be recognized in order to address the Bureau.
- Meeting is a public meeting, not a public hearing.
- Anyone not speaking is to be kept on mute.
- All votes require a roll call by the Bureau members.
- All speakers must identify themselves by name.

2. **Minutes:** The draft minutes from the March 16, 2022 Bureau meeting were reviewed. **Motion to approve the minutes made by Frank Norton, seconded by Sharon Orr; motion passed by a majority roll call vote. (Karalyn O'Brien, Dan Dumont, Scott King, Pauline Lally, Frank Norton, John Viola, and Brian Kelly. Allan Berry was not present at the time of the vote.)**
3. **Review of the following apprentice applications:**



Robert Clemente (RA) – Tabled

The renewal of the Refrigeration Apprentice license submitted by Robert Clemente was considered. Mr. Clemente was not present in the meeting. **Motion to table the renewal of the Refrigeration Apprentice license made by John Viola, seconded by Brian Kelly; motion passed by unanimous roll call vote. (Karalyn O'Brien, Dan Dumont, Scott King, Frank Norton, Sharon Orr, John Viola, and Brian Kelly)**

George Mazac, Jr. (RA) – Tabled

The renewal of the Refrigeration Apprentice license submitted by George Mazac was considered. Mr. Mazac was not present in the meeting. **Motion to table the renewal of the Refrigeration Apprentice license made by Frank Norton, seconded by Brian Kelly; motion passed by unanimous roll call vote. (Karalyn O'Brien, Dan Dumont, Scott King, Frank Norton, Sharon Orr, John Viola, and Brian Kelly)**

Joseph Castaneda (RA) – Tabled

The renewal of the Refrigeration Apprentice license submitted by Joseph Castaneda was considered. Mr. Castaneda was not present in the meeting. **Motion to table the renewal of the Refrigeration Apprentice license made by Sharon Orr, seconded by Dan Dumont; motion passed by unanimous roll call vote. (Karalyn O'Brien, Dan Dumont, Scott King, Frank Norton, Sharon Orr, John Viola, and Brian Kelly)**

Jose Branco (RA) – Denied

The renewal of the Refrigeration Apprentice license submitted by Jose Branco was considered. Mr. Branco was present in the meeting. Jose works on under 10 tons and does not require a license. **Motion to deny the renewal of the Refrigeration Apprentice license was made by Frank Norton, seconded by Brian Kelly; motion passed by unanimous roll call vote. (Karalyn O'Brien, Dan Dumont, Scott King, Allan Barry, Frank Norton, Sharon Orr, John Viola, and Brian Kelly)**

Richard Blanchard (RA) – Tabled

The renewal of the Refrigeration Apprentice license submitted by Richard Blanchard was considered. Mr. Blanchard was not present in the meeting. **Motion to table the review of the Refrigeration Apprentice license made by Brian Kelly, seconded by Allan Berry; motion passed by unanimous roll call vote. (Karalyn O'Brien, Dan Dumont, Scott King, Allan Barry, Frank Norton, Sharon Orr, John Viola, and Brian Kelly)**

Davidson Heraldo (RA) – Tabled

The renewal of the Refrigeration Apprentice license submitted by Davidson Heraldo was considered. Mr. Heraldo was not present in the meeting. **Motion to table the review of the Refrigeration Apprentice license made by Brian Kelly, seconded by Dan Dumont; motion passed by unanimous roll call vote. (Karalyn O'Brien, Dan Dumont, Scott King, Allan Barry, Frank Norton, Sharon Orr, John Viola, and Brian Kelly)**

Gregory Dorsaival (SA) – Approved

The renewal of the Sprinkler Apprentice license submitted by Gregory Dorsaival was considered. Mr. Dorsaival was present in the meeting. **Motion to approve the renewal of the Sprinkler Apprentice license for a final renewal cycle made by Sharon Orr, seconded by John Viola; motion passed by unanimous roll call vote. (Karalyn O'Brien, Dan Dumont, Scott King, Allan Barry, Frank Norton, Sharon Orr, John Viola, and Brian Kelly)**

Zakariah Roy (SA) – Approved

The renewal of the Sprinkler Apprentice license submitted by Zakariah Roy was considered. Mr. Roy was present in the meeting. **Motion to approve the renewal of the Sprinkler Apprentice license made by Sharon Orr, seconded by Frank Norton; motion passed by unanimous roll call vote (Karalyn O'Brien, Dan Dumont, Scott King, Allan Barry, Frank Norton, Sharon Orr, John Viola, and Brian Kelly).**

Scott Drummond (SA) – Approved

The renewal of the Sprinkler Apprentice license submitted by Scott Drummond was considered. Mr. Drummond was present in the meeting. **Motion to approve the renewal of the Sprinkler Apprentice license made by John Viola, seconded by Sharon Orr; motion passed by unanimous roll call vote. (Karalyn O'Brien, Dan Dumont, Scott King, Allan Barry, Frank Norton, Sharon Orr, John Viola, and Brian Kelly)**

4. Review of the following applications to examine:

Samuel Guinane (PJU) – Approved

Application to examine for Pipefitter Journeyman's license (Unrestricted) submitted by Samuel Guinane was considered. **Motion to approve the application was made by John Viola, seconded by Dan Dumont; motion passed by unanimous vote (Karalyn O'Brien, Dan Dumont, Scott King, Allan Barry, Frank Norton, Sharon Orr, John Viola, and Brian Kelly)**

5. Discussion of draft Policy on Criminal Convictions or Pending Criminal Charges

Lynn Read, Bureau Counsel, addressed the Bureau regarding the revised Draft Policy on Criminal Conviction or Pending Criminal Charges. Bureau Counsel stated that the purpose of the draft policy is to allow the Bureau to review, in closed executive session, whether an individual applicant's criminal convictions or pending offenses would disqualify that individual from licensure. The policy specifies the crimes that would be of particular concern to the Bureau. The procedure, including authorization for a Massachusetts Criminal Offender Record Information (CORI) check to be completed, was also discussed. Stephen Jacobson, CORI Counsel, spoke about the details of the process, including that the new Background Check Unit would be processing all CORI checks.

John Viola complimented the revision and asked if CORI checks will apply only to new applications and not renewals. The Chair stated that CORI reviews will only be performed on new applications, at this time. Dan Dumont inquired if OSHA violations would be included. As OSHA violations are administered at the federal level, they would not appear on a Massachusetts criminal record, but Bureau Counsel indicated that she would research including a question about OSHA violations on the initial application for licensure.

Sharon Orr expressed concern that additional processes would substantially expand the time necessary to review the application. The Chair stated the agency is working to reduce processing times and hopes to have initial applications available online to alleviate manual data entry, which would significantly reduce processing times. Bureau Counsel stated that obtaining a CORI report for an applicant takes 2-3 days.

Motion to accept revised draft CORI Policy made by Dan Dumont, seconded by Allan Berry; motion passed by unanimous roll call vote. (Karalyn O'Brien, Dan Dumont, Scott King, Allan Barry, Frank Norton, Sharon Orr, John Viola, and Brian Kelly)

6. Jurisdictional Report by the Office of Public Safety and Inspections

Daniel Kilburn presented the OPSI jurisdictional report to the Bureau members.

7. Matters not reasonably anticipated 48 hours in advance of meeting

The Chair indicated that the Guidelines on Refrigeration and Pipefitting Apprenticeships, drafted jointly by the Division of Apprentice Standards and Division of Occupational Licensure, which was adopted by the Bureau in the meeting held January 19, 2022, has received approval by both agencies and would be released to the public shortly.

Motion to adjourn made by Brian Kelly, seconded Frank Norton; motion passed by unanimous roll call vote (Karalyn O'Brien, Dan Dumont, Scott King, Allan Barry, Frank Norton, Sharon Orr, John Viola, and Brian Kelly). The meeting adjourned at 11:17 AM.

The next meeting of the Bureau of Pipefitters, Refrigeration Technicians, and Sprinkler Fitters will be on Wednesday, May 18, 2022 at 10:00 AM.

List of Documents/Exhibits Used at this Meeting

- a. Draft minutes from the Bureau meeting on March 16, 2022
- b. RA License – Jose Branco
- c. SA License – Gregory Dorsaival
- d. SA License – Zakariah Roy
- e. SA License – Scott Drummond
- f. Pipefitter Journeyman (Unrestricted) – Samuel Guinane
- g. Revised Draft Policy on Criminal Convictions or Pending Criminal Charges
- h. Bureau of Pipefitters, Refrigeration Technicians, and Sprinkler Fitters Compliance Inspection Report (March 2022)