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LAYLA R. D'EMILIA
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OCCUPATIONAL LICENSURE

BOARD OF EXAMINERS OF SHEET METAL WORKERS
MEETING MINUTES

Monday, June 13, 2022

Roll Call, by Chair:

MEMBERS	PRESENT	ABSENT
Mr. Russell Bartash, Chair	X	
Mr. John Annarelli	X	
Mr. Jon Desmond	X	
Ms. Julie DiStefano	X	
Mr. Tim Hathaway		X
Mr. Peter Kelly	X	
Mr. Brian O'Connell		X
STAFF		
Ms. Kristina Gasson	X	
Ms. Mary McCarthy-Collins	X	
Ms. Sharlia Bennett		X
Ms. Aashna Alim	X	
Mr. Charles Wolf		X
Mr. Brian Morris		X
Mr. Christopher Lee		X

Regular Meeting Agenda

1. Housekeeping / Announcements / Ground rules

Board Counsel Kristina Gasson indicated that there was pending legislative action to extend the remote meeting authorization currently scheduled to expire on July 15, 2022.

2. Upcoming Board meetings:

- Monday, July 18, 2022, at 8:00 A.M.



- Monday, August 15, 2022, at 8:00 A.M.

Chairman Russel Bartash explained that customarily one summer Sheet Metal Board Meeting is cancelled and the Board agreed to cancel the July Board meeting. The Board will next meet August 15, 2022 at 8:00 A.M.

3. Approval of past meeting minutes

- **May 16, 2022, Sheet Metal Board Meeting Minutes Open Session**

A motion was made by Board Member Peter Kelly and seconded by Board Member Julie DeStefano, to accept the May 16, 2022, Public Session minutes. On a roll call vote, the motion passed unanimously by those present.

4. Subcommittee Meeting Dates Schedule

- Subcommittee meeting dates will be discussed at the August meeting

5. Review of Proposed Amended CORI Policy

- The amended Sheet Metal Board CORI Policy was presented by Board Counsel Kristina Gasson. Counsel provided a review of the policy and the change in the rules for sexual offenses. A motion was made by Board Member Peter Kelly and seconded by Board Member Jon Desmond. On a roll call vote, the motion passed unanimously by those present.

6. Discuss: State of Emergency Online Learning Policy and Online Learning Options for 2022

- The Board discussed the benefits of a hybrid learning policy. It was suggested that feedback from students and instructors be gathered, and this topic revisited at a later date. A motion to extend the Hybrid Learning Policy through June 30, 2023, was made by Board Member Peter Kelly and seconded by Board Member John Annarelli. On a roll call vote, the motion passed unanimously by those present.

7. Discuss: Update on PSI exam results

- Executive Director McCarthy-Collins relayed there were many J1 applicants who do not meet the requirements to exam, specifically the number of years and hours required as a licensed Massachusetts Sheet Metal Apprentice. This has resulted in a number of applicants remaining in the 'Pending Exam' status.
- Chairman Russell Bartash inquired about PSI responsiveness to applicants. The executive Director confirmed that PSI has been responsive but will follow-up with PSI and applicants.
- The information was reviewed by the Board Members. Chairman Russell Bartash said that he anticipated the number of applicants taking the exam to increase over the next couple of months.

8. Discuss other matters not reasonably anticipated 48 hours in advance of meeting.

- The Board the option for off hours renewal assistance and COREWORKS submissions. The submissions discussed included: licensing process, Inspectors to prepare document about the permit process, creation of fact sheets; hot topics. Board member John Annarelli suggested creating guide sheets to bridge knowledge gaps regarding Sheet Metal for municipalities. In addition, he suggested that hosting round table coaching conferences might assist with proper inspections.

9. Executive Session closed under G.L. c. 30A, s. 21(a)(7) to comply with G.L. c. 4, s. 7, para. 26(c) and G.L. c. 214, s. 1B.

- A motion was made at 8:48 A.M. by Board Member Julie DeStefano and seconded by Board Member Jon Desmond to adjourn the Public Session to move to closed Executive Session to review matters concerning questions of character rather than competence, not to return to the Public Session and to adjourn after the closed session. On a roll call vote the motion passed unanimously by all attending.

10. Adjournment

The meeting adjourned at the close of the Closed Session

Respectfully submitted,

Mary McCarthy-Collins

Mary McCarthy-Collins
Executive Director

Approved at the Public Meeting of September 19, 2022

Documents used in Public Meeting:

Agenda of June 13, 2022

Draft of the May 16, 2022, Sheet Metal Public Meeting Minutes

Amended Sheet Metal CORI Policy

PSI Exam Services, Massachusetts Monthly Sheet Metal Examination Results