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Meeting Minutes

Board of Elevator Examiners

**This meeting was held remotely via Microsoft Teams
November 29, 2023, at 9:00 a.m.**

Board Members Present

Jeff Halley, Chair
Walter Zalenski
Edward Sandell
John Rubyck
Earle Oliver
George Ramian
Marty Guiod

Division of Occupational Licensure

Peter Kelley
Anthony Buonopane
Gayle Richardson
Thomas J Lacey

Board Member(s) Absent

Michael Morton

Meeting called to order: 9:00 a.m.

The Board discussed the following:

1. Roll Call.
2. **Approval of applications for State Elevator License Examination Scheduled for December 13, 2023 [Exhibits #1-11].**

Walter Zalenski moved to vote upon all the presented elevator exam applications (see Exhibit List 1-11) collectively, following Board review and comment on each, and to vote at the end. The motion was seconded by George Ramian. **Vote 7-0-0: Granted**



Roll Call Vote:

- | | | | |
|-------------------------|---|------------------------------|----------------------------------|
| • Jeff Halley, Chairman | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Walter Zalenski | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Edward Sandell | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • John Rubyck | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Earle Oliver | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Marty Guiod | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • George Ramian | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |

3. Edward Sandell moved to approve the presented elevator exam applications [Exhibit List 1-11], as read. The motion was seconded by Walter Zalenski. **Vote 7-0-0: Granted**

Roll Call Vote:

- | | | | |
|-------------------------|---|------------------------------|----------------------------------|
| • Jeff Halley, Chairman | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Walter Zalenski | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Edward Sandell | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • John Rubyck | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Earle Oliver | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Marty Guiod | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • George Ramian | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |

4. Approval of meeting minutes from September 9, 2023, [Exhibit #12]

Walter Zalenski moved to table this item for a future meeting. The motion was seconded by George Ramian. **Vote: 7-0-0 Tabled**

Roll Call Vote:

- | | | | |
|-------------------------|---|------------------------------|----------------------------------|
| • Jeff Halley, Chairman | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Walter Zalenski | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Edward Sandell | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • John Rubyck | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Earle Oliver | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Marty Guiod | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • George Ramian | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |

5. Approval of 2024 Elevator Mechanic exam schedule and Board of Elevator Examiners meetings. [Exhibit #13]

Walter Zalenski made a motion which was seconded by Edward Sandell to accept the proposed examination schedule and Board of Elevator Examiners meetings for 2024 with four (4) examination and meeting dates, reflected in the first page of the proposed schedule as presented in the exhibit. **Vote: 7-0-0 Allowed**

Roll Call Vote:

- | | | | |
|-------------------------|---|------------------------------|----------------------------------|
| • Jeff Halley, Chairman | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Walter Zalenski | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Edward Sandell | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • John Rubyck | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Earle Oliver | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Marty Guiod | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • George Ramian | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |

6. Discussion of the Elevator Mechanics Examination updates based on CMR 524.

Walter Zalenski proposed the Board undertake a review of the current examination questions and answers for appropriateness and current applicability to Code, regulations, and professional practice. Members will undertake review individually and discuss at an upcoming BEE meeting.

Peter Kelley (Board Counsel) indicated to the board such review would typically occur in an executive session, without members of the public observing or participating. Additionally, Peter reminded the board that there should be no discussion outside of the BEE meeting among and between Board members, due to open meeting law requirements. All documentation should be submitted to Gayle Richardson in advance for presentation to the board at an upcoming meeting.

7. Matters not reasonably anticipated 48 hours in advance of meeting.
8. Motion was put forth by Walter Zalenski to Adjourn. Motion was seconded by Edward Sandell. Vote 7-0-0

Roll Call Vote:

- | | | | |
|-------------------------|---|------------------------------|----------------------------------|
| • Jeff Halley, Chairman | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Walter Zalenski | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Edward Sandell | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • John Rubyck | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Earle Oliver | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Marty Guiod | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • George Ramian | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |

Meeting adjourned at 9:34 a.m.
Prepared by: Gayle Richardson

Exhibit List:

- Exhibit 1: Torey Shaw - Application for Elevator Mechanic's License
Exhibit 2: David Griffin - Application for Elevator Mechanic's License

- Exhibit 3: Joseph J Belladue - Application for Elevator Mechanic's License
- Exhibit 4: Lon Bullinger - Application for Elevator Mechanic's License
- Exhibit 5: Heather A Brockway - Application for Elevator Mechanic's License
- Exhibit 6: Jacob D Houghton - Application for Elevator Mechanic's License
- Exhibit 7: Joseph Raymond - Application for Elevator Mechanic's License
- Exhibit 8: Steven T Schwager - Application for Elevator Mechanic's License
- Exhibit 9: Hunter A Partington - Application for Elevator Mechanic's License
- Exhibit 10: Austin A Stachowski – Application for Elevator Mechanic's License
- Exhibit 11: Brett B Stachowski – Application for Elevator Mechanic's License
- Exhibit 12: Meeting minutes for September 9, 2023
- Exhibit 13: List of suggested Mechanic Examination Dates/BEE Meeting Dates