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Massachusetts Board State Examiners of Electricians
Education Subcommittee Meeting Minutes
September 15, 2022

Conducted remotely via Microsoft Teams meeting

The meeting was called to order at 1:00 P.M.

The following Board members were present:

David Edmonds, Dept. of Elementary and Secondary Education Designee (chair)
Paul J. Malagrifa, International Municipal Signal Association, Member
John Bagni, MAVA Member
Brendan E. Driscoll, Journeyman Electrician Member

The following members of Board Staff were present:

Keith Gleason, Executive Director
Tamara Smith, Program Coordinator
Milla Lewis, Administrative Assistant
Charles Kilb, Legal Counsel

The following public attendees wished to be noted:

Beth Bellew, MECA
Beverly Kennedy, Kennedy Seminars

1. Consideration of the Minutes of the meetings August 04 & August 18, 2022.

A Motion was made by P. Malagrifa seconded by B. Driscoll and it was so unanimously voted to approve the August 4 minutes as presented.

A Motion was made by P. Malagrifa seconded by B. Driscoll and it was so unanimously voted to approve the August 18 minutes with the date corrected on item 1.

2. Review IEP & CEP application guides for NEC Cycle 2023

- The subcommittee reviewed the changes from the last meeting and made corrections. The subcommittee also discussed and agreed as a matter of Board policy to add the requirement for instructors to have tested for licensure in MA and not through reciprocity.



- J. Bagni agreed to produce a sample lesson plan for the IEP guide and course outline for the CEP guide.

A Motion was made by P. Malagrifa seconded by J. Bagni and it was so unanimously voted to accept the amendments to the guides.

- Staff asked whether the subcommittee might consider defining licensee roles when working as an agent of a Providership. Subcommittee stated the ultimate responsibility is with the licensee and did not feel there needed to be additional content in that regard.

3. **Reviewed** Provider applications and proposals – no matters presented

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

5. **Adjournment**

At 2:05 P.M. P. Malagrifa made a motion J. Bagni seconded, and it was so unanimously voted to adjourn.

List of Documents used at the meeting

1. Meeting agenda
2. CEP guide
3. IEP guide