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**Massachusetts Board State Examiners of Electricians**  
**Education Subcommittee Meeting Minutes**  
**March 12, 2025**

Conducted remotely via Microsoft Teams meeting

The meeting was called to order at 10:00 A.M.

Subcommittee members present:

David Edmonds, Dept. of Elementary and Secondary Education Designee (chair)

John Bagni, MAVA Member

Paul Malagrifa, IMSA Member

Board members present:

Brendan Driscoll, Member

Rene Dozier, Master Member

The following members of Board Staff were present:

Keith Gleason, Executive Director

Tamara Smith, Program Coordinator

Philip Chan, Board Counsel

The following public attendees were noted:

Bev Kennedy, Kennedy Seminars

Stacey Chisholm, Peterson School

Katherine Arvinidis, MECA

Joe Gagnon, NEC Group

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**1. Consideration** of the Minutes of the meetings October 2, 2024.

A Motion was made by P. Malagrifa seconded by J. Bagni and it was unanimously voted to approve the minutes as presented.

**2. Reviewed** IEP & CEP application submissions

- The subcommittee members reviewed the following IEP for the 2023 NEC cycle.
  - NEC Group

A Motion was made by J. Bagni seconded by P. Malagrifa and it was so unanimously voted to approve conditionally upon review of the lesson plan.



- Porter & Chester addressed the Board indicating they are reducing their program from 1300 to 1200 hours noting that the Board approved 600hrs is not reduced.

A Motion was made by J. Bagni seconded by P. Malagrifa and it was so unanimously voted to accept the modification of total program hours.

3. **Discussed** Streamlining upcoming IEP/CEP approval for existing providers for 2026 code cycle
  - The Executive Director presented the applications with updates
  - The members discussed adding a discipline history question and clarifying that live providers requesting to go to remote offering requires a presentation.
  - The chair allowed public commentary in which Bev Kennedy inquired about hiring a Board approved substitute provider/instructor.
    - The subcommittee member stated there would be no issue provided that notification was made to the Board office at least 48 hours in advance.

A Motion was made by J. Bagni seconded by P. Malagrifa and it was so unanimously voted to move the provider's applications modifications to the full board for ratification.

4. **Discussed** protocol for a provider with an expired license as an Occupational School while allegedly still providing education.
  - The subcommittee discussed the potential approach and consideration of developing a policy for disciplinary procedures in the event of an unlicensed and non-Board approved education program.
  - The subcommittee mentioned that the priority is to salvage the education of the students.
5. **Discussed** other matters not reasonably anticipated 48 hours in advance of meeting.

6. **Adjournment - the subcommittee scheduled the next meeting to occur April 30, 2025, at 9:30 A.M.**

At 1:30 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. IEP Applications
3. Provider Guide and forms