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Massachusetts Board State Examiners of Electricians
Education Subcommittee Meeting Minutes
August 13, 2025

Conducted remotely via Microsoft Teams meeting

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

Subcommittee members present:

David Edmonds, DESE Designee (chair)

John Bagni, MAVA Member

Carlos Caceda, (alternate)

Brendan Driscoll, Member (alternate)

Board members present:

Elizabeth O'Connor, Member

Brian Ingram, State Fire Marshal Designee

The following members of Board Staff were present:

Keith Gleason, Executive Director

Tamara Smith, Program Coordinator

Peter Kelley, Board Counsel

The following public attendees were noted:

Bev Kennedy, Kennedy Seminars

Jeff Simpson, CE Provider

Katherine Arvanitis, MECA

Stacey Chisholm, Peterson School

1. Consideration of the Minutes of the meeting April 30, 2025.

A Motion was made by J. Bagni seconded by B. Driscoll and it was unanimously Voted: to approve the minutes as presented.

2. Reviewed IEP & CEP application submissions

- The subcommittee members reviewed the following CEP for the 2023 NEC cycle.
 - Lightwave Learning - online

Citing the Board's policy of requiring presentation of online programs the subcommittee tabled the application in absence of a representative.



3. **Reviewed/Discussed** IEP and CEP Provider renewal application for 2026 NEC cycle.
 - The subcommittee reviewed the updated application for existing providers and thereafter
- B. Driscoll made a motion, J. Bagni seconded and it was unanimously Voted: to approve and publish the updated application
 - Board staff agreed to provide a standard certificate mock-up reflecting the regulation criteria for review at the next meeting. Staff also planned to update the 2026 cycle packets to reflect cosmetic changes in respect to the year, cycle, etc., as well as necessary regulatory requirements being clarified and standardized.
4. **Reviewed/Discussed** establishing standard curriculum criteria for IOW CE for the 2026 cycle
 - The subcommittee discussed revising content for the Inspector training requirements. Small group of members will meet on 9/11/25 to review and compile more comprehensive requirements to ensure consistent education of IOWs in 2026 cycle.
5. **Discussed Correspondence** IEP and CEP Provider Audit for upcoming cycle.
 - The Executive Director discussed the license CE audit that is spearheaded by the Division's Office of Investigations in addition to various methods of auditing the CEP classes and Inspector's CE. Adding discussion item for next meeting to solidify details on a provider audit. Planned discussion will center around specific parameters, execution, and process.
6. **Discussed** other matters not reasonably anticipated 48 hours in advance of meeting.
 - Brendan Driscoll mentioned as a point of information that wiring inspections after permitting do not occur in certain locales.

7. **Adjournment**

At 11:16 A.M. B. Driscoll made a motion, C. Caceda seconded, and it was so unanimously voted to adjourn.

List of Documents used at the meeting

1. Meeting agenda
2. CEP Application Lightwave Learning