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**Massachusetts Board State Examiners of Electricians
Education Subcommittee Meeting Minutes
September 11, 2025**

Conducted at 1 Federal St, Boston as well as 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
Paul J. Malagrifa, IMSA, Member
Carlos Caceda, (alternate)
Brendan Driscoll, Member (alternate)

Board members present:

Brian Ingram, State Fire Marshal Designee
Gerald Graham, Inspector of Wires Member
Elizabeth OConnor, Member

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:

Adam Norcott, Brattan Industries
Bev Kennedy, Kennedy Seminars
Katherine Arvanitis, MECA

1. Consideration of the Minutes of the meeting August 13, 2025.

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

2. Executive Session (M.G.L. c. 30A, §21(a)(3) Closed Session)

10:05 A.M. The Chair announced that the Subcommittee would be in closed session, the
Subcommittee anticipated returning to open session after 20-30 minutes.
B. Driscoll made a motion, and it was seconded by B. Malagrifa, and the members unanimously
VOTED: to enter Executive session.



- To discuss litigation strategy because an open meeting will have a detrimental effect on the Board's litigation position

10:30 A.M. Upon return to Open Session the Subcommittee conducted a moment of silence in dedication and remembrance of the victims in the 9/11/2001 terror attacks.

3. Reviewed IEP & CEP application submissions

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

- Brattan Industries Inc – Synchronous seasonal

The Subcommittee discussed the offering and stipulated that the Provider would be required to notify the Board of location changes.

J. Bagni made a motion, and it was seconded by B. Malagrifa, and the members unanimously VOTED: to approve as presented with the limitations stipulated.

4. Reviewed/Discussed progress of IEP and CEP Provider Guides for 2026 NEC cycle.

- The Executive Director stated staff is still working on updating the IEP Guide for Board review at the next meeting.
- The subcommittee reviewed the updated CEP Guide and standard certificate

J. Bagni made a motion, P. Malagrifa seconded and it was unanimously

VOTED: to use the standardized certificate of completion with Adobe digital Provider signature which may be hand delivered or sent electronically to attendees. Board staff agreed to provide a standard certificate mock-up reflecting the regulation criteria for review at the next meeting.

5. Reviewed/Discussed IOW CE curriculum standard criteria for 2026 CE cycle

- The subcommittee discussed content for the Inspector training requirements and agreed to conduct a focus group to discuss further and solidify.

6. Reviewed/Discussed drafting of guidance memo to Inspectors of Wires

- The subcommittee tabled the discussion for the focus group

7. Discussed IEP and CEP Provider Audit for upcoming cycle.

- The subcommittee discussed various aspects of each program that would make up the auditing criteria as well as assignment. The subcommittee took no action.

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

- The subcommittee scheduled the next education subcommittee for September 25, 2025, at 10 AM and the focus group to meet at 11 AM.

9. Adjournment

At 12:17 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 Application -Brattan Industries Inc