



MAURA HEALEY
GOVERNOR

KIM DRISCOLL
LIEUTENANT GOVERNOR

ERIC PALEY
SECRETARY, EXECUTIVE OFFICE
OF ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts
Division of Occupational Licensure
Board of State Examiners of Electricians

One Federal Street, Suite 600
Boston, Massachusetts 02110-2012

LAYLA D'EMILIA
UNDERSECRETARY OF CONSUMER
AFFAIRS AND BUSINESS
REGULATION

SARAH WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

Massachusetts Board State Examiners of Electricians
Education Subcommittee Meeting Minutes
September 25, 2025

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

Brendan Driscoll, Member (alternate)

Board members present:

Brian Ingram, State Fire Marshal Designee

Gerald Graham, Inspector of Wires Member

Renee Dozier, 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:

Bev Kennedy, Kennedy Seminars

Stacey Chisholm, Peterson School

Jay Demelo, IBEW Local 103

Ken Ferreira, Provider

1. Consideration of the Minutes of the meeting September 11, 2025.

A Motion was made by P. Malagrifa seconded by J. Bagni and it was unanimously

Voted: to table until next meeting.

2. Reviewed/Discussed UPDATED IEP/CEP Provider Packets for 2026 cycle

- The Executive Director mentioned the packet guides were revised and updated and there will be extensive instructions also posted along with the links. He asked the subcommittee to reiterate the class size allowances and to consider whether standardized digitally signed IEP certificates are also warranted.



- J. Bagni stated that CE Seminars shall be limited to a maximum of one hundred (100) attendees. Classes conducted virtual-synchronously and exceeding fifty(50) attendees, shall have a second instructor or administrator. IE Classes shall be limited to a maximum of fifty (50) students. However, classes exceeding twenty-five (25) students shall have a second instructor present throughout its duration.
- The subcommittee agreed to standardize the IEP certificate and delegate its finalization by J. Bagni.

A Motion was made by J. Bagni seconded by P. Malagrifa and it was unanimously Voted: to conditionally approve the CEP and IEP guides pending a standardized IEP certificate citing sections 13 and 22 of 237 CMR upon the approval of J. Bagni as delegated by the subcommittee.

3. Discussed Update on IOW CE Requirements for 2026 cycle

- The group will be working on merging the IOW requirements with the proposed CMR amendments with an anticipated release in November.

4. Discussed Establishing criteria & process for Provider Audit for 2026 cycle

- The Executive Director mentioned he will draft a list of auditing questions for consistency before the next subcommittee meeting.

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

- The subcommittee scheduled the next education subcommittee for November 7, 2025, at 10 AM.

6. Adjournment

At 11A.M. J. Bagni made a motion, P. Malagrifa seconded, and it was so unanimously voted to adjourn. 777

List of Documents used at the meeting

1. Meeting agenda
2. Provider Guides