



MAURA HEALEY
GOVERNOR

KIM DRISCOLL
LIEUTENANT GOVERNOR

ASHLEY STOLBA
INTERIM 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

LAYLA R. D'EMILIA
UNDERSECRETARY OF CONSUMER
AFFAIRS AND BUSINESS
REGULATION

SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

PLANNING & RESEARCH SUBCOMMITTEE
MEETING MINUTES

May 12, 2025

via Microsoft Teams meeting

1. The meeting was called to order by the Chair at 10:00 A.M.

Subcommittee members present:

Paul J. Malagrifa, International Municipal Signal Association, Member

Brendan Driscoll, Journeyman Electrician Member

John Bagni, MAVA Member (10:18 A.M.)

Additional Board members in attendance:

Renee Dozier, Master Electrician Member

Brian Ingram, State Fire Marshal Designee

David Edmonds, Department of Elementary and Secondary Education

Board Staff present:

Keith Gleason, Executive Director

Tamara Smith, Program Coordinator

Philip Chan, Legal Counsel

The following public attendees were noted:

Beverly Kennedy, Kennedy Seminars

James Colleary, Town of Southboro

Jay Demelo, IBEW Local 103

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1. **Reviewed** Minutes of the meeting November 6, 2023

B. Driscoll made a motion, P. Malagrifa seconded, and it was so unanimously VOTED: to approve the minutes as presented.

2. **Reviewed and Discussed** Draft of Permit Matrix for BFPR and BSEE feedback.

- B. Driscoll presented a matrix draft in the form of a reference table to be developed as a guide to work for which permitting is required.
- The subcommittee discussed various criteria members agreed were essential to the draft. The chair allowed comments from the public and resolved to bring the draft to the full Board at the June meeting.

J. Bagni made a motion, B. Driscoll seconded, and it was so unanimously
VOTED: to present at the June Board meeting with the recommendation to also refer to the
BFPR.

3. **Discussed** other matters not reasonably anticipated 48 hours in advance of the meeting. No
matters presented.

4. **Adjournment**

At 10:48 A.M. J. Bagni made a motion B. Driscoll seconded and it was so unanimously
VOTED: to adjourn.

A true copy.

List of Documents used at the meeting

1. Meeting agenda
2. Draft permit requirement matrix

