



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

MIKE KENNEALY
SECRETARY OF HOUSING AND
ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts
Division of Occupational Licensure
Office of Public Safety and Inspections

1000 Washington Street, Suite 710
Boston, Massachusetts 02118

EDWARD A. PALLESCHI
UNDERSECRETARY OF CONSUMER
AFFAIRS AND BUSINESS
REGULATION

LAYLA R. D'EMILIA
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

Minutes

Bureau of Pipefitters, Refrigeration Technicians, and Sprinkler Fitters

Division of Occupational Licensure Video Conference Call Meeting

September 21, 2022, 10:00 AM

1. Meeting called to order by the Chair at 10:00 AM, followed by roll call, the Chair asked that members identify themselves and whom they represent:

Bureau Members Present:

Karalyn O'Brien, Chair
Allan Berry, Refrigeration Technician Member
Dan Dumont, NE Mechanical Contractors
Brian Kelly, Mass. Building/Construction Trades
Scott King, Pipefitter Member
Pauline Lally, User Member
Frank Norton, Boston Refrigeration Contractors
Sharon Orr, Mechanical Engineer
John Viola, Sprinkler Contractor Member

Bureau Members Not Present:

VACANT, Public Member
Justin Fishlin, Sprinkler Fitter Member

Staff Present:

Dan Kilburn, Engineering Supervisor
Cesar Lastra, Technical Code Coordinator
Lynn Peterson Read, Board Counsel

Pursuant to Chapter 22 of the Acts of 2022, all board members and staff appeared by videoconference. Public access was provided via videoconference or telephone connection. The Chair informed the Bureau members of the following meeting protocols in order to comply with the Open Meeting Law:

- Meeting is conducted by the Chair and speakers must be recognized in order to address the Bureau.
- Meeting is a public meeting, not a public hearing.
- Anyone not speaking is to be kept on mute.
- All votes require a roll call by the Bureau members.
- All speakers must identify themselves by name.



2. **Minutes:** The draft minutes from the August 17, 2022 Bureau meeting were reviewed. **MOTION to approve the minutes of the August 17, 2022 Bureau meeting as written made and seconded; motion passed by a unanimous roll call vote. (Allan Berry, Dan Dumont, Brian Kelly, Scott King, Pauline Lally, Frank Norton, Sharon Orr, John Viola)**

3. **Review of the following apprentice applications:**

Ramon Ruiz, Jr. (PA) – Approved

The renewal of the Pipefitter Apprentice license submitted by Ramon Ruiz, Jr. was considered. Mr. Ruiz was present in the meeting. **MOTION to approve one more renewal of the Pipefitter Apprentice license made by Brian Kelly, seconded by Sharon Orr; motion passed by unanimous roll call vote. (Allan Berry, Dan Dumont, Brian Kelly, Scott King, Pauline Lally, Frank Norton, Sharon Orr, John Viola)**

Alex Raposa (SA) – Approved

The renewal of the Sprinkler Apprentice license submitted by Alex Raposa was considered. Mr. Raposa was present in the meeting. **MOTION to approve one more renewal of the Sprinkler Apprentice license made by Frank Norton, seconded by John Viola; motion passed by unanimous roll call vote. (Allan Berry, Dan Dumont, Brian Kelly, Scott King, Pauline Lally, Frank Norton, Sharon Orr, John Viola)**

Jonathan Robillard (SA) – Approved

The renewal of the Sprinkler Apprentice license submitted by Jonathan Robillard was considered. Mr. Robillard was present in the meeting. **MOTION to approve one more renewal of the Sprinkler Apprentice license made by John Viola, seconded by Sharon Orr; motion passed by unanimous roll call vote. (Allan Berry, Dan Dumont, Brian Kelly, Scott King, Pauline Lally, Frank Norton, Sharon Orr, John Viola)**

Jason Unthank (SA) – Approved

The renewal of the Sprinkler Apprentice license submitted by Jason Unthank was considered. Mr. Unthank was present in the meeting. **MOTION to approve one more renewal of the Sprinkler Apprentice license made by John Viola, seconded by Brian Kelly; motion passed by unanimous roll call vote. (Allan Berry, Dan Dumont, Brian Kelly, Scott King, Pauline Lally, Frank Norton, Sharon Orr, John Viola)**

4. **Distance Education Guidelines:** Lynn Read, Counsel for the Bureau, explained revisions that had been made to the policy for clarity to external stakeholders and the process for applying for approved schools to apply post state of emergency. **MOTION to approve the draft Guidelines for the Use of Distance/Online/Correspondence Tools for Education as written made by Dan Dumont, seconded by Brian Kelly; motion passed by a unanimous roll call vote. (Allan Berry, Dan Dumont, Brian Kelly, Scott King, Pauline Lally, Frank Norton, Sharon Orr, John Viola)**

5. **Discussion of Proposed Revisions to 528 Code Mass. Regs. (CMR) 2.00 and 11.00:** Members discussed the draft regulations 528 CMR 2.00 and 11.00, including potential changes to definitions of Pipefitting Welding, Refrigeration Contractor, and Sprinkler Fitter Contractor, as well as requiring applicants for the Sprinkler Fitter Contractor exam to hold a Sprinkler Fitter Journeyman license. Additionally, Karalyn O'Brien, Chair of the Bureau, highlighted that certain sections (but not all) of the existing code required apprentices to perform their work in Massachusetts, which was causing confusion for agency staff in reviewing applications for exam. The Bureau instructed staff to bring these Regulations back for review again at the next meeting.

6. **Jurisdictional Report by the Office of Public Safety and Inspections**

Inspector Dan Kilburn presented the OPSI jurisdictional report, including inspection results and licensing statistics, to the Bureau members.

7. **Matters not reasonably anticipated 48 hours in advance of meeting:** None.

8. **Adjournment**

MOTION to adjourn made by Brian Kelly, seconded Allan Berry; motion passed by unanimous roll call vote (Allan Berry, Dan Dumont, Brian Kelly, Scott King, Pauline Lally, Frank Norton, Sharon Orr, John Viola). The meeting adjourned at 11:46 AM.

The next meeting of the Bureau of Pipefitters, Refrigeration Technicians, and Sprinkler Fitters will be on Wednesday, November 16, 2022 at 10:00 AM.

List of Documents/Exhibits Used at this Meeting

- a. Draft minutes from the Bureau meeting on June 15, 2022
- b. RA License – Ramon Ruiz, Jr.
- c. SA License – Alex Raposa
- d. SA License – Jonathan Robillard
- e. SA License – Jason Unthank
- f. Draft Guidelines for Distance Learning
- g. Revisions to 528 CMR 2.00 and 11.00