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BOARD OF EXAMINERS OF SHEET METAL WORKERS
MEETING MINUTES

Monday, November 15, 2021

Roll Call, by Chair:

MEMBERS	PRESENT	ABSENT
Mr. Russell Bartash, Chair	x	
Ms. Julie DiStefano	x	
Mr. Jon Desmond	x	
Mr. Tim Hathaway	x	
Mr. Dan Walsh	x	
Mr. John Annarelli	x	
Mr. Peter Kelly	x	
STAFF		
Ms. Kristina Gasson	x	
Ms. Karen R. Brann	x	
Ms. Mary McCarthy-Collins	x	
Mr. Charles Wolf	x	

Regular Meeting Agenda

1. Housekeeping / Announcements / Ground rules

2. Upcoming Board meetings:

The next meetings will be held on Monday, December 20, 2022 at 8:00 a.m. and Monday, January 10, 2022 at 8:00 a.m. Chairman Bartash notified the Board that if there are any conflicts, the meeting schedule may be changed if necessary. The 2022 board meeting dates will be included with the December 20, 2021 board package.

3. Approval of past meeting minutes

September 20, 2021

A motion was made by Board Member Dan Walsh and seconded by Board Member Peter Kelly, to accept September 20, 2021 Board meeting minutes. On a roll call vote, the motion passed with Board Member Jon Desmond and Tim Hathaway voting to abstain and all other members voting yes.

September 20, 2021 Executive Session minutes

A motion was made by Board Member Dan Walsh and seconded by Board Member Julie DiStefano, to accept September 20, 2021 Board meeting minutes. On a roll call vote, the motion passed with Board Member Jon Desmond and Tim Hathaway voting to abstain and all other members voting yes.

4. Subcommittee Meeting Dates

The Members discussed that going forward, there should be two subcommittee meetings a month on separate dates.

5. State of Emergency Online Learning Policy

The members discussed the guidelines of the online education policy and reconfirmed that the current policy has previously been approved until June 30, 2022.

6. Discuss: Update on PSI exam results

A snapshot of exam results for the time period of September through October for 2019, 2020 and 2021 were discussed. Chairman Russell Bartash read aloud the PSI exam results. The results for the three years were similar but down a little in 2020.

7. Discussion/Vote: Sheet Metal Preventative Maintenance

The Members discussed the policy bulletin to clarify the role of preventative maintenance in sheet metal work and to describe when a sheet metal license is required for such work.

A motion was made by Board Member Dan Walsh and seconded by Board Member Tim Hathaway, to move forward with the draft Sheet Metal Preventative Maintenance policy and have it posted on the Sheet Metal website. On a roll call vote, the motion passed with Board Member Jon Desmond voting to abstain, Board Member Peter Kelly voting no, and all other members voting yes.

8. Discussion: 271 CMR

The Board discussed adding regulatory review of 271 CMR as a regular item on the agenda. It was discussed that it would be helpful to concentrate on one section at a time and identify issues in licensing, etc. Any comments or issues can be forwarded to the Executive Director and added to the Agenda in advance of the meeting.

9. Discuss other matters not reasonably anticipated 48 hours in advance of meeting

The Board discussed the issue of licensees not updating their contact information in Accela. Going forward, a message will be put on the Sheet Metal website reminding licensees that they are responsible for keeping their contact information up to date.

At approximately 8:45 a.m., a motion was made by Board Member Jon Desmond and seconded by Board member Peter Kelly to close the open public meeting and move into closed executive session with the public meeting not to resume. On a roll call vote the motion passed unanimously.

10. Executive Session closed under M.G.L. c. 30A, §21(a)(1), Individual Character Rather Than Competence

The Board discussed four applicants for sheet metal licensure and

Investigative Conference closed under M.G.L. c. 112, §65C

2019-003943-IT-ENF

A motion was made by Board Member Dan Walsh and seconded by Board Member Peter Kelly, to impose a \$1,000.00 fine in case number 2019-003943-IT-ENF for failure to respond to the Board and unlicensed practice. The motion carried unanimously, with all members voting yes

2019-000949-IT-ENF

A motion was made by Board Member Dan Walsh and seconded by Board Member John Annirelli, to impose a \$500.00 fine on the licensee for unlicensed practice. The motion carried unanimously, with all members voting yes

2019-000956-IT-ENF

A motion was made by Board Member Dan Walsh and seconded by Board Member John Annirelli, to impose a \$500.00 fine on the licensee for unlicensed practice. The motion carried unanimously, with all members voting yes

2019-000959-IT-ENF

A motion was made by Board Member Dan Walsh and seconded by Board Member John Annirelli, to impose a \$1,000.00 fine in case number 2019-000959-IT-ENF, for failure to respond to the Board and unlicensed practice. The motion carried unanimously, with all members voting yes.

11. Adjournment

The meeting adjourned at approximately 9:56 a.m.

The above Minutes were approved at the open meeting held on December 20, 2021.

Karen R. Brann

Karen R. Brann, Executive Director

List of documents used during the Public meeting:

- Draft September 20, 2021 minutes
- Draft September 20, 2021 Executive Session minutes
- PSI Exam Services, Massachusetts Sheet Metal Examination Results
- Sheet Metal Preventative Maintenance policy