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Commonwealth of Massachusetts
Division of Professional Licensure
Board of Examiners of Sheet Metal Workers
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PROFESSIONAL LICENSURE

BOARD OF EXAMINERS OF SHEET METAL WORKERS
PUBLIC SESSION MINUTES

Monday, August 17, 2020

Pursuant to Governor Charles D. Baker's Executive Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. c. 30A, s. 20, dated March 12, 2020, all Board members and staff appeared by videoconference or teleconference.

The meeting was called to order at approximately 8:00 a.m. The following Board members and staff were present at the meeting:

MEMBERS	PRESENT	ABSENT
Mr. Russell Bartash, Chair	X	
Ms. Julie Kelliher (joined at 8:08 a.m.)	X	
Mr. Eric Pariseau	X	
Mr. Tim Hathaway	X	
Mr. Dan Walsh	X	
Mr. Michael Morales		X
Mr. John Annarelli	X	
STAFF		
Ms. Kristina Gasson	X	
Ms. Karen R. Brann	X	
Ms. Mary McCarthy-Collins	X	
Mr. Francesco Polese	X	
Mr. Charles Wolf		X

1. Housekeeping / Announcements / Ground rules:

Board Counsel Ms. Kristina Gasson explained the tele-meeting format and rules that should be used during the meeting. When speaking, each person should identify themselves, all votes should be taken by roll call, and all questions should be addressed to the chair.

2. Upcoming Board meetings:

The Board was reminded that the next scheduled meeting dates are Monday, August 17, 2020 at 8:00 a.m. and Monday, October 19, 2020 at 8:00 a.m.

3. Approval of past meeting minutes

Executive Director Ms. Karen Brann informed the Board that the July 20, 2020 meeting minutes will be ready for the Board's review and approval at the September 21, 2020 Board meeting.

4. Update regarding state of emergency

Executive Director Brann informed the Board that telework for the Division of Professional Licensure and Board staff has been extended through December 31, 2020. Ms. Brann updated the Board on the licensure renewal process and that Board that licensure renewal is proceeding normally and that renewal backlogs are being cleared. Ms. Brann reminded the board that any license that is scheduled to expire on or after July 11, 2020 must be renewed on or before its originally scheduled expiration date. As a "birthday board," licenses biannually expire on the 28th day of the month of the licensee's birthdate and that all licenses about to expire would need to be renewed on the 28th of that month.

5. PSI exam results and code review

The Board reviewed the PSI exam results through August 14, 2020. Executive Director Brann indicated that PSI testing is taking longer given the current space limitations and that examinees in other trades are experiencing the same delays. The Board discussed the process of updating questions on the exam and the need for updated reference materials in the future.

After discussing the need for updated reference materials, the Board discussed the need for further code review so that applicants have the most updated information available. Mr. Frank Polese informed the Board that the Code Committee was previously reviewing the 2015 version of the International Mechanical Code (IMC) to determine which sections apply to the sheet metal trade. The Board indicated that they would make a decision about next steps with respect to code review.

6. Quasi-judicial Session (Closed Session per M.G.L. c. 30A, s. 18)

At approximately 8:45 a.m., a motion to go into closed quasi-judicial Session to discuss disciplinary decisions was made by Mr. Eric Pariseau and seconded by Mr. Tim Hathaway. On a roll call vote, the motion carried unanimously with each member voting yes.

- 2017-000310-IT-ENF (Final Decision and Order)

7. Adjournment

At approximately 9:30 a.m., a motion to adjourn was made by Mr. John Annarelli and seconded by Ms. Julie Kelliher. On a roll call vote, the motion carried unanimously with each member voting yes.

List of Documents Used During the Public Meeting:

- PSI Examination Services, 01/01/20-08/14/20, Massachusetts Sheet Metal Examination Results

The above Minutes were approved at the open meeting held on September 21, 2020.

Karen R. Brann

Karen R. Brann, Executive Director