



**MAURA HEALEY**  
GOVERNOR

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LIEUTENANT GOVERNOR

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**Commonwealth of Massachusetts**  
**Division of Occupational Licensure**  
**Board of Examiners of Sheet Metal Workers**  
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**SARAH R. WILKINSON**  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

**BOARD OF EXAMINERS OF SHEET METAL WORKERS**  
**MEETING MINUTES: April 17, 2024**

Roll Call, by Chair: at 9:05 am

MEMBERS	PRESENT	ABSENT
Mr. Russell Bartash, Chair	X	
Mr. Daniel Flynn	X	
Mr. Jon Desmond	X	
Mr. Andrew DeAngelo	X	
Mr. Tim Hathaway	X	
Mr. Peter Kelly	X	
Ms. Mary McCarthy-Collins	X	
STAFF	PRESENT	ABSENT
Mr. Ryan Doherty	X	
Mr. Charles Kilb	X	
Mr. Philip Chan	X	
Ms. Sharlia Bennett	X	
Mr. Charles Wolf	X	
Mr. Brian Morris	X	

**Housekeeping / Announcements / Ground rules**

**Approval of Previous Meeting Minutes**

- Public Meeting Minutes of 03/20/2024: Peter Kelly made a MOTION to APPROVE the minutes of March 20<sup>th</sup> Mary McCarthy-Collins SECONDED the MOTION and the MOTION passed with a roll call vote.
- Executive Session Meeting Minutes of 03/20/2024: Daniel Flynn made a MOTION to APPROVE the minutes of March 20<sup>th</sup> Jon Desmond SECONDED the MOTION the MOTION passed with roll call vote.



**Upcoming Board Meetings:**

- Wednesday, May 15, 2024, at 9:00 AM
- Wednesday, June 19, 2024, at 9:00 AM\* - will be rescheduled due to State Holiday
- Wednesday, July 17, 2024, at 9:00 AM

**Sheet Metal Code Subcommittee Meeting:**

- Today, Wednesday, April 17<sup>th</sup>, 2024, at 10:00 AM

**Discussion:**

- Reschedule June 19<sup>th</sup> Board Meeting
  - Meeting rescheduled to June 12<sup>th</sup>
- Update on PSI Exam Results from past month
- Updates on PSI Exam results from 2023
- Definition of “Commercial” as it relates to Sheet Metal Work - Charles Wolf
  - State Inspector Charles Wolf discussed the definition of “Commercial” in the Board’s regulatory documents as it relates to sheet metal work and noted that recently it has been a cause of confusion for some sheet metal companies and workers. The Board discussed and agreed that some clarification may be needed to help prevent this issue from reoccurring and to aid inspectors in explaining its meaning and application to sheet metal companies, workers, and projects. Board Counsel will review.
- Virtual Education Extension Presentation - Julie DeStefano, Gould Construction Institute
  - Gould Construction Institute President Julie DeStefano presented a PowerPoint to the Board about the virtual education program that was offered for the past year and Gould’s request for an extension to continue to offer the program. Peter Kelly made a MOTION to extend virtual education for 1 year Daniel Flynn SECONDED the MOTION and the MOTION passed with a roll call vote.

**Review Correspondence**

None

**Topics Not reasonably anticipated 48 hours in advance of meeting.**

**Executive Session**

**CLOSED under G.L. c. 30A, s. 21(a)(7) to comply with G.L. c. 4, s. 7, para. 26(c) and G.L. c. 214, s. 1B.**

Application Review

- None

**Investigative Conference**

**CLOSED per M.G.L. c. 112, §65C**

Enforcement Review

- None

**Quasi-Judicial Adjudicatory Session: Closed session, adjudicatory session pursuant to G. L. c. 30A, § 18, ¶ 5(d).**

**Adjournment**

At 10:02 a motion was made by Board Member Dan Flynn to adjourn the meeting. Board Member Tim Hathaway SECONDED the motion. On a roll call vote, the motion passed unanimously.