



**MAURA HEALEY**  
GOVERNOR

**KIM DRISCOLL**  
LIEUTENANT GOVERNOR

**YVONNE HAO**  
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**Commonwealth of Massachusetts**  
**Division of Occupational Licensure**  
**Board of Examiners of Sheet Metal Workers**  
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**LAYLA R. D'EMILIA**  
UNDERSECRETARY, CONSUMER  
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REGULATION

**SARAH R. WILKINSON**  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

**BOARD OF EXAMINERS OF SHEET METAL WORKERS**  
**MEETING MINUTES: May 15, 2024**

Roll Call, by Chair: at 9:03 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 04/17/2024: Tim Hathaway made a MOTION to APPROVE the minutes of April 17<sup>th</sup> Daniel Flynn SECONDED the MOTION and the MOTION passed with a roll call vote.

**Upcoming Board meetings:**

- Wednesday, June 12, 2024, at 9:00 AM
- Wednesday, June 19, 2024, at 9:00 AM -canceled for Holiday
- Wednesday, July 17, 2024, at 9:00 AM



- Wednesday, August 21, 2024, at 9:00 AM

**Sheet Metal Code Subcommittee Meeting:**

- Executive Director Ryan Doherty will set up another meeting to be held within the next couple weeks.

**Legal Counsel Report**

- Board Counsel Philip Chan briefly discussed the definition of “Commercial” as it appears in Sheet Metal Policy and Regulations

**Discussion:**

- Updates on PSI
  - Exam results
  - Candidate Bulletin edits  
The Board briefly discussed edits to M1 and M2 test information
  - Exam Appeals  
The Board briefly discussed how a test taker would request an exam appeal and Executive Director Ryan Doherty explained the difference between requesting an exam appeal and participating in an exam review at the test facility.

**Review Correspondence**

- None

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

- None

**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.**

**Investigative Conference**

**CLOSED per M.G.L. c. 112, §65C**

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

**Adjournment**

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.