



MAURA HEALEY
GOVERNOR

KIM DRISCOLL
LIEUTENANT GOVERNOR

YVONNE HAO
SECRETARY, EXECUTIVE OFFICE
OF ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts
Division of Occupational Licensure
Board of Examiners of Sheet Metal Workers
1000 Washington Street, Suite 710
Boston, Massachusetts 02118

LAYLA R. D'EMILIA
UNDERSECRETARY, CONSUMER
AFFAIRS AND BUSINESS
REGULATION

SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

BOARD OF EXAMINERS OF SHEET METAL WORKERS
MEETING MINUTES: August 21, 2024

Roll Call, by Chair: at 9:10 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

- Meeting will remain virtual

Approval of meeting minutes

- Public Meeting Minutes of 06/12/2024: Tim Hathaway made a MOTION to APPROVE the minutes of June 12th Tim Andrew DeAngelo and Dan Flynn SECONDED the MOTION at the exact time and the MOTION passed with a roll call vote.



Upcoming Board meetings

- Wednesday, September 18, 2024, at 9:00am
- Wednesday, October 16, 2024, at 9:00am
- Wednesday, November 20, 2024, at 9:00am

Sheet Metal Code Subcommittee Meeting

- Dan Flynn made a motion to use the Boards previously generated draft code and use Uniform Mechanical Code (UMC) 2024 edition going forward as a base to continue to develop a blended code. Tim Hathaway SECONDED the MOTION and the MOTION passed. Peter Kelly recused himself from discussion and vote.
- Next Subcommittee meeting: Tuesday, August 27, 2024, at 10:00am

Discussion

- Designed Authority for Board Staff and Policy Review
 - Board Counsel Philip Chan led a brief discussion about a few Board Policies and proposed generating a Designated Authority document detailing items the Board would like to delegate to Board staff. No decisions or votes were made.
- PSI
 - The Board discussed the overall pass rate.
 - Executive Director Ryan Doherty advised the Board that communication between Board staff and PSI staff has improved over the past two months and that recently there has been an issue with PSI where some applicants that have passed an exam are getting stuck in “Passed – Under Review” application status instead of having their license automatically generated. PSI has been retransmitting the passing scorecard which has fixed some applications but not all. This issue is ongoing and both PSI and DOL continue to troubleshoot the issue.

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

Peter Kelly made a MOTION to go into Executive Session Tim Hathaway SECONDED the MOTION. On a roll vote the MOTION passed.

Items relied upon in the meeting

Agenda

Draft minutes

PSI metrics