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TO: Examining Board Council Members
FROM: Justin DeWitt, Chief, General Engineering Section
DATE: March 29, 2019
SUBJECT: Meeting Minutes-March 26, 2019

Attendance and Meeting Location

The meeting began at 1:42 p.m. on March 26, 2019 at the Springfield Plumbers & Steamfitters Training Association, 2880 East Cook Street, Springfield, Illinois.

The following were in attendance:

IDPH Staff

Justin DeWitt, Chief, General Engineering Section
Frank W. Shimkus, Plumbing Consultant, Plumbing & Water Quality Program
Darrah Dunlap, Plumbing & Water Quality Program
Rhonda K. Hawkins-Jackson, Plumbing & Water Quality Program
Tina Cordova, Plumbing & Water Quality Program
Greg Hunt, State Plumbing Inspector
Matt Popov, State Plumbing Inspector

Examining Board Members

Timothy Atkisson
Robert Dennison
Thad Ellet
Doug Pursell
Phil Roknich
Robert Schafer

Guests

Andy Fuchs – Springfield Plumbers & Steamfitters

Welcome and Introductions

Robert Schafer introduced himself and welcomed everyone. A roll call was performed, and quorum established.

Motions

- A motion was made by Timothy Atkisson to approve the March 26, 2019 meeting agenda and seconded by Thad Ellet.

The motion carried by a unanimous voice vote.

- A motion was made by Timothy Atkisson to approve the January 29, 2019 meeting minutes and seconded by Thad Ellet.

The motion carried by a unanimous voice vote.

- A motion was made by Timothy Atkisson that future agendas move the modify exam elements from action items to discussion items; seconded by Thad Ellet.

The motion carried by a unanimous voice vote.

- A motion was made by Thad Ellet to use the new approved project from the March 26, 2019 exam again on the March 27, 2019 exam; seconded by Timothy Atkisson.

The motion carried by a unanimous voice vote.

Discussion Items

- Robert Schafer opened the floor for public comment; Andy Fuchs made a comment.
- Andy Fuchs inquired of the lack of examination dates and location being included with the examination application form as states in 750.300(a)(3).
- Board discussed requiring Continuing Education for all apprentices who have completed four years (48 months). The class would be hosted by the State and would consist of elements which would further prepare them for the Illinois Plumbing Exam.
- Department decided there was no need to hold a second exam session on March 26, 2019. Due to inclement weather conditions, the nineteen no shows from the October 23 & 24, 2019 exams were placed in the January 26, 2019 exam. Therefore, the board meeting remained as previously scheduled on March 26, 2019.

- Darrah Dunlap presented a draft of the letters to new sponsors and apprentices detailing the sponsor's responsibilities to their apprentice. The board had no additional comments or revisions. These letters will be added to the license production of new sponsors and apprentices.
- Board discussed the new approved project that was used in the March 26, 2019 exam for the first time and determined the same project would also be used for the March 27, 2019 exam.
- Discussions on the amount of materials/tools/toolbox examinees were bring with them to the practical portion of the exam due to spacing. It was determined to monitor and instruct the examinees that any abundance of these items be returned to their vehicle.

Meeting Adjourned

Timothy Atkisson motioned to adjourn, seconded by Philip Roknich. Meeting was adjourned by voice vote at 2:24 p.m.