



CITY OF DETROIT  
BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT

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**DATE:** July 21, 2016

**TO:** James Brown  
Warren Coklow  
Michael Cronk Jr.  
Glenn Davis  
Ray Litt  
Ric Preuss  
Marian Swint  
Beau Taylor

**FROM:** Bert McAlister, Acting Chairman

**RE:** **BOARD OF ELECTRICAL EXAMINERS MEETING**

**AGENDA**

1. Approval of the Agenda
2. Approval of the minutes of the last meeting
3. Board Hearings/Considerations
  - Drafting Board Mentorship Program
4. Applications for Review and Approval
5. Correspondence
6. Unfinished Business
  - 2015 *MRC* Arc Fault Letter
7. New Business
8. Public Comment
9. Adjournment

Cc: Mr. Vincent Cooley, Supervising Electrical Inspector



**MINUTES OF MEETING FOR JUNE 16, 2016**

POSITION	MEMBER	PRESENT
ACTING CHAIRMAN	BERT MCALISTER	YES
SECRETARY	MARIAN SWINT	YES
<b>CONTRACTOR</b>		
ELECTRICAL ENGINEER	RAY LITT	YES
ELECTRICAL UTILITY	JAMES BROWN	EXCUSED
EX-OFFICIO	MICHAEL CRONK JR.	YES
JOURNEYMAN	RIC PREUSS	YES
MASTER ELECTRICIAN	WARREN COKLOW	YES
PUBLIC LIGHTING REP.	BEAU TAYLOR	NO
RESIDENT TAXPAYER	BERT MCALISTER	

The meeting convened at 10:37 a.m. Glenn Davis, Chief of the Construction Division is also present.

**APPROVAL OF THE AGENDA:**

Mr. Litt made a motion to approve the agenda as amended. Unanimous Decision. **Motion Carried.**

**APPROVAL OF THE MINUTES OF THE LAST MEETING**

A motion was made by Mr. Litt to approve the minutes of May 19, 2016. Unanimous Decision. **Motion Carried.**

**BOARD HEARINGS/CONSIDERATIONS:**

Proposed Mentoring Program: It has come to the Board's attention that there is a decline in interest in the skilled trades, as well as, passing the Journeyman or Master examinations. Mr. Litt will bring information regarding mentoring programs to the July meeting in order to conceive strategies for the Board to build a mentorship program.

**APPRENTICE REGISTRATION APPLICANTS APPROVED:**

None

**APPRENTICE REGISTRATION APPLICANTS NOT APPROVED:**

Aaron, Walter-Letter of documentation doesn't reflect current duties and not signed by the contractor and/or Master electrician.

**APPLICATION FOR EXAMINATIONS:**

None



MINUTES OF MEETING FOR JUNE 16, 2016

**ELECTRICAL CONTRACTOR'S LICENSES & REGISTRATIONS**

ABM Building Solutions, Inc.	Registration
American Generators Sales & Service	Registration
Michigan Electrical Company	Registration

**JOURNEYMAN ELECTRICIAN**

None

**MASTER ELECTRICIAN**

None

**ELECTRICAL CONTRACTOR'S LICENSES & REGISTRATIONS**

None

**FIRE ALARM CONTRACTOR**

All Type Fire & Security Systems	Registration
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**FIRE ALARM TECHNICIAN'S LICENSE**

None

**FIRE ALARM APPRENTICE**

None

**SIGN SPECIALTY CONTRACTOR'S LICENSE**

None

**SIGN SPECIALIST LICENSE**

None

**MINUTES OF MEETING FOR JUNE 16, 2016****UNFINISHED BUSINESS**

- **2015 Michigan Residential Code-Arc Fault Letter:** A draft letter was presented to the Board for review. After review, Glenn Davis stated he would like to amend a sentence and will email the Board his edit for approval. The letter will also be revised to reflect the new Chief of the Bureau of Construction Codes, Mr. Keith Lambert.
- **Board's By-Laws:** It has been some time since the Board has revisited this issue. After discussion, the Board proposed an extended meeting in August at DTE Energy.
- **George Vidas & Sign Specialist Exam:** Mr. Vidas was sent a letter explaining the necessary documentation and proof of completion of the required Sign Specialist class in order to sit for the Sign Specialist exam. Mr. McAlister spoke with Mr. Austen, Chief, State of Michigan Electrical Division, regarding the State of Michigan's Sign Specialist exam format. There are 30 questions with a one-hour time limit. The exam covers the *National Electrical Code Article 600 Chapter 3-Wiring Methods* and the *Michigan Part 8 Rules*.
- **Ordinance 604-H Modifications:** Glenn Davis summarized to the Board, David Bell's (BSEED Director) recommendations in regard to the Board's makeup which will go before the codification board today, then City Council.

**NEW BUSINESS**

- The State of Michigan will update their tests to the 2014 NEC Code on June 23, 2016.

**PUBLIC COMMENT**

None

**CORRECTIONS**

None



**MINUTES OF MEETING FOR JUNE 16, 2016**

**ACTING CHAIRMAN MCALISTER**

The next meeting is scheduled for Thursday, July 21, 2016, at 10:30 a.m. in the Coleman A. Young Municipal Center, BSEED Room 418 Conference Room.

**ADJOURNMENT**

There being no further business to be brought before the Board at this time, the meeting was adjourned at 12:29 p.m.

Respectfully Submitted,

*Marian Swint*

Marian Swint

Secretary, Board of Electrical Examiners