



GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department of Licensing and Consumer Protection Board of Industrial Trades
Meeting Minutes
June 20, 2023

The District of Columbia Board of Industrial Trades held its June monthly meeting via WebEx video conference on June 20, 2023.

Brian Cooper, Board Chair called the meeting to order at 1:05 p.m. EST.

Attendance:

Board Members Present: Brian Cooper, Chair (Elevator Contractor), Tanya Lewis (Master Electrician), Shawn Ellis (Class One, Steam Engineer), Michael Johnson (Master Plumber Gasfitter), Alex Lemu (Class One, Steam Engineer), Alvin Venson (Master Refrigeration and Air Conditioning), Petrick Washington (Elevator Mechanic), and Travon Previtere (Asbestos Supervisor).

Staff Members: Nicole McClendon (Program Coordinator), Kimberly Troxler (Program Support Specialist), and Chanda Kearney (Program Support Specialist)

Legal Counsel: Marc Nielsen (Legal Counsel)

Agenda Item: Acceptance of Minutes:

- Upon a motion duly made by Board member, Shawn Ellis, and properly seconded by Board member, Tanya Lewis, the Board unanimously approved the May 16, 2023, minutes, with edits.

Agenda Item: Comments from the Public:

- No members from the public

Agenda Item: Old Business:

- The Board Chair provided a current list of MOTA and Board vacancies.
- Initial Committee Meeting conducted and plan for future meetings established.
- Revisited Continuing Education requirements for inclusion (renewals and reinstatements) in the design of the new admin system. This will be revisited once the reciprocity for HVAC and Plumbing has been completed.
- We welcomed Mr. Travon Previtere (Asbestos Supervisor) who is a recently Appointed Board Member.

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- OPL advised us that The Office of Open Government is reporting to us that it has launched its training portal on the parliamentary procedure (Robert's Rules of Order). The Chair, the Secretary, and all other interested members of this public body who wish to improve their ability to run meetings fairly and efficiently, are invited to write to nicholas.weil@dc.gov with the request: "Please enroll me in The District of Columbia Robert's Rules of Order Training Portal."
- The board voted to approve that members and 2 staff attend the NASCLA Annual Conference being held in San Antonio, Texas on 28 – 31 August 2023.

Agenda Item: New Business:

- Reminder that MOTAs and the Board's current vacancies are as follows: 2 vacant master plumbers/gasfitters, 1 vacant asbestos, 1 vacant consumer member, and 1 vacant elevator inspector. Occupational Professional Licensing (OPL) has provided the Mayor's Office of Talent and Appointments (MOTA) with a listing of eligible licensees to assist with the recruitment of candidates.
- Discuss changing the meeting frequency from monthly to quarterly. Per § 47-2853.09. General provisions. (a) All boards shall adopt uniform procedures which at a minimum require: (2) Each board to meet not less than 4 times a year at times and places it determines and shall publish notice of all regular meetings at least one week in advance in the District of Columbia Register. Let us take a vote during our executive session.
- Reminder that the OPL is awaiting email responses from those with a Term date that's due to expire soon and requires Re-Appointments.
- OPL has obtained the finalized list of names that will be attending the NASCLA Annual Conference. Further instructions will be provided once funding has been approved.
- OPL has been in contact with the Virginia Board of Heating Ventilation and Air Conditioning (HVAC) and the Plumbing Board. We were presented with a Universal program that they will begin to implement on 1 July 2023. Due to time constraints, OPL will have to revisit reciprocity options with them versus pursuing universal options as well. This is ongoing and updates will be provided upon receipt.
- OPL has been advised that the Steam Engineers regulation requires updates. We are currently working with both board steam engineers to complete the required. This is ongoing. The final updates will be presented to the board for a vote upon completion.

Agenda Item: Recommendations:

- The board unanimously voted that Board Meetings frequency change from monthly to quarterly. Ms. Chanda Kearney will provide board members and public announcements with an updated meeting schedule.
- Ms. Chanda Kearney will resend the Board of Ethics and Government Accountability (BEGA) Rules of Order Training information to board members.

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- Ms. Chanda Kearney will revisit coordinating with Maryland and Virginia to obtain and discuss reciprocity for Plumbers and Refrigeration and Air Conditioning versus pursuing universal options. This is ongoing.
- Ms. Chanda Kearney will continue to coordinate with Steam Engineers and obtain a complete list of regulation changes/recommended updates. The listing of items will be presented to the board upon completion.

Agenda Item: Adjournment:

- Upon a motion duly made by Board member Alvin Venson and seconded by Tanya Lewis the Board unanimously voted to adjourn at 1:32 p.m.

The next monthly Board meeting is scheduled for September 19, 2023, at 1 p.m.

Respectfully submitted,

Brian Cooper, DC Board of Industrial Trades Chair

Date:

- Recorder: Chanda Kearney, Board Administrator