



**MEETING MINUTES**

**Ottawa Electrical Commission**

**Attendees:** Monte Ricci Don Ganiere

**Date:** April 12, 2017

Chuck Schafer

**Guests:** Steve Burns

1. Meeting was called to order at 4:00 pm
2. Opportunity for public input: Steve Burns
  - A. Questions about Arc Fault and Ground Fault Protection in dwelling units.
3. The agenda was approved MSP: Ricci/Ganiere
4. Minutes of the January 18, 2017 meeting were approved. MSP: Ganiere/Ricci
5. Electrical Inspector's Report for January-March 2017.
  - a. Electrical License renewals – 195
  - b. New Electrical Licenses Issued – 41
  - c. Tests administered – January 20, 27, February 17, and March 17
  - d. Tests passed – 34
6. Old Business: There was no Old Business.
7. New Business: New procedure and policies for the electrical licensing program were outlined to begin June 1<sup>st</sup>, 2017
  - A. Licenses must be renewed by March 1<sup>st</sup>, or a late fee shall be assessed (\$100.00).
  - B. The fee for taking an exam shall increase to \$100.00.
  - C. If one fails an exam, one must wait 60 days to take the exam again and can only take it twice in a 12 month period.
  - D. The city offers three types of exams, a person may take each one and retake each one in a 12 Month period.
8. Meeting adjourned at 4:45 pm. MSP Ricci/Ganiere

Respectfully submitted: *Chuck Schafer*