



**MEETING MINUTES**

**Ottawa Electrical Commission**

**Date:** April 20, 2016

**Attendees:** Greg Farmer                      Don Ganiere  
                    Chuck Schafer                      Tim McTaggart  
                    Steve Haywood  
**Absent:** Monte Ricci  
**Guests:** Steve Burns,

1. Meeting was called to order at 4:00 pm
2. Opportunity for public input: Steve Burns asked: Questions about procedures for any new electrical inspector that may come into place in the future. Mr. Schafer hopes that a break in period would be needed to educate and recommend ways and means to properly inspect.
3. The Agenda was approved MSP: McTaggart/Ganier
4. Approval of Minutes of January 20, 2016 Meeting MSP McTaggart/Farmer
5. Electrical Inspectors Report:
  - a. Number of licenses renewed: 182
  - b. Number of new licenses: 23
  - c. Tests administered: 1/27/16, 15 took exam- 5 passed. 3/30/16, 15 took exam- 4 passed
6. Old Business: Committee is interested in offering different types of licenses to residential, commercial, industrial and a combination of all three. Also a discussion was held on the need for continuing education credits to maintain a license. Mr. Schafer will approach the city and start the program if accepted.
7. New Business: The new format of pictures on licenses is being well received by the electricians.
8. Next meeting dates: July 11, 2016 and October 19, 2016
9. Adjournment of meeting
10. Respectively submitted : Chuck Schafer