



**Occupational and Professional Licensing Administration  
GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Department of Consumer and Regulatory Affairs Board of Industrial Trades  
Draft Meeting Minutes**

The District of Columbia Board of Industrial Trades held its May monthly meeting by teleconference on May 19, 2020.

Chair, Brian Cooper, called the meeting to order at 1:03 p.m. EST.

**Attendance:**

Board Members Present: Brian Cooper, Chair (Elevator Contractor), Courtney Braxton (Asbestos Supervisor), Michael Dalton (Consumer Member), Shawn Ellis (Class One, Steam Engineer), Garth Grannum (Master Refrigeration and Air Conditioning Mechanic), Richard Jackson (Master Plumber/Gasfitter), Michael Johnson (Master Plumber/Gasfitter), Tanya Lewis (Master Electrician), Constantin Rodousaki (Master Electrician), Alvin Venson (Master Refrigeration and Air Conditioning Mechanic), Petrick Washington (Elevator Mechanic)

Staff Members: Cynthia Briggs (Program Manager), Jennifer Champagne (Board Administrator), Nicole McClendon (Program Coordinator)

Legal Counsel: Adrienne Lord-Sorenson (Legal Counsel), Marc Neilson (Legal Counsel)

Members of the Public: Clarence Whitescarver (Chief Building Official), Robert Yeatman (NEIEP Area Coordinator)

**Agenda Item: Acceptance of Minutes:**

- Upon a motion duly made by Board member, Richard Jackson, and properly seconded by Board member, Michael Johnson, the Board unanimously voted to approve the April 21, 2020 minutes.

**Agenda Item: Comments from the Public:**

- Sonny Yeatman and members of the NEIEP (National Elevator Industry Educational Program) briefed the Board on the NEIEP Forklift and Rough Terrain Certification Program. Members of that program undergo an 8-hour classroom and four-hour hands on practicum. NEIEP would like the Board to waive the examination process for graduates of the NEIEP.

**Agenda Item: Final Recommendations:**

- None

**Agenda Item: Old Business:**

- The Board is seeking more information on how to gather application materials to verify owner/operators of Class 5a Dry Cleaners by submitting a copy of their Basic Business License as proof of ownership.



**Board of Industrial Trades – April 21, 2020 (Draft Meeting Minutes)**

**Agenda Item: New Business:**

- The Board will form a committee to explore a possible test waiver for graduates of NEIEP's Forklift and Rough Terrain Certification program. Members of the committee will be Brian Cooper, Garth Grannum and Petrick Washington. Mr. Yeatman will forward a training safety video and materials.
- The Board will like to create an online training course to offer ethics training courses. Information on options will be provided by the OPLA Continuing Education group.

**Agenda Item: Adjournment:**

- Upon a motion duly made by Board member Richard Jackson and seconded by Michael Johnson the Board unanimously voted to adjourn at 2:25 p.m.

The next monthly Board meeting is scheduled for June 16, 2020 at 1 p.m.

Respectfully submitted,

Brian Cooper, Chair  
Date:

Recorder: Jennifer C. Champagne, Board Administrator