

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Department of Licensing and Consumer Protection Board of Industrial Trades**  
**Meeting Minutes**  
**October 18, 2022**

The District of Columbia Board of Industrial Trades held its May monthly meeting via WebEx video conference on October 18, 2022.

Brian Cooper, Board Chair called the meeting to order at 1:08 p.m. EST.

**Attendance:**

Board Members Present: Brian Cooper, Chair (Elevator Contractor), Shawn Ellis (Class One, Steam Engineer), Garth Grannum (Master Refrigeration and Air Conditioning Mechanic), Alex Lemu (Class One, Steam Engineer), Tanya Lewis (Master Electrician), Alvin Venson (Master Refrigeration and Air Conditioning), Petrick Washington (Elevator Mechanic), and Lavonne Woods (Master Electrician).

Staff Members: Cynthia Briggs (Program Manager), 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, Alex Lemu, and properly seconded by Board member, Petrick Washington, the Board unanimously approved the September 20, 2022, minutes, with edits.

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

- No members from the public

**Agenda Item: Old Business:**

- The NASCLA 2022 Annual Conference was held in Coronado, California. NASCLA members, sponsors (Lowe's and Home Depot), and various state licensing agencies were present to discuss current issues relevant to the regulation of contractors. Topics such as Opportunity for D.C. Specific Edition - NASCLA Contractors Guide to Business, Law & Project Management, obstacles women and minorities face in the industry and scholarship programs/awards were presented at the conference. This conference also offered many networking workshop opportunities along with a variety of educational training presentations to include but not limited to cyber security, workforce shortage, and recruitment and retention.

## **Board of Industrial Trades Meeting Minutes – October 18, 2022**

- Effective July 18, 2022, candidates seeking an Occupational or Professional license in the categories of Electricians, Steam and Operating Engineers, Plumbers and Gasfitters, and Refrigeration and Air Conditioning (HVAC) can now test first by contacting PSI directly to schedule examinations. The Test First process will allow for faster scheduling and testing. While the examinations can first be scheduled with PSI, passing an examination does not mean automatic licensure or that a license will be issued. Candidates passing examinations must still apply for a license, by applying, together with credentialing documentation, and payment, to be considered for eligibility and approval by the board, commission, or program.
- MOTA and the Board's current vacancies are as follows: 2 vacant master plumbers/gasfitter, 2 vacant asbestos, 1 vacant consumer member, and 1 vacant elevator inspector
- Chair will update Committees to meet and discuss board matters, such as complaints, investigations, legislative or rulemaking, examinations, and/or continuing education, etc. The Board Chair asked the Board Administrator to send the list of committees for members to volunteer, or Chair appointments.
- Expand reciprocity opportunities for journeymen and masters, for licensees that have taken the ICC exam, appropriate NASCLA examinations, and other minimal requirements established by the members, to eliminate obstacles to obtain licensing. The Board discussed the consideration of a temporary policy to accept current licensees in other states.
- The Board Administration is responsible for creating a matrix to present to the Board to revisit Continuing Education models and other states' CE programs. The Chair requested that we revisit continuing education once we are further along with the reciprocity project. A request has been sent to the board members requesting which sub-committee (Electricians, Plumbers and Gasfitters, Refrigeration and Air Conditioning (HVAC)) they would like to be assigned to. We will be able to move forward with the reciprocity project once the sub-committees have been created.

### **Agenda Item: New Business:**

- Reminder that MOTA and the Board's current vacancies are as follows: 2 vacant master plumbers/gasfitter, 2 vacant asbestos, 1 vacant consumer member, and 1 vacant elevator inspector
- The Board Chair asked the Board Administrator to send the remaining vacant list of committees (complaints, investigations, legislative or rulemaking, examinations, and/or continuing education, etc.) for members to volunteer. The goal is to form the committees by November and identify desired accomplishments. The Chair would like to appoint members no later than January.

**Board of Industrial Trades Meeting Minutes – October 18, 2022**

**Agenda Item: Recommendations:**

- The Board Administrator will add the Test First Information to the Industrial Trades Homepage. It will be placed up front on the landing page so that this information is easy for the public to see and/or find.
- The Board Administrator will develop an email listing (licensee and trade organizations (union/associations)) that will be available for mass notification in the future.
- The Board Administrator will email a list of Trade Sub-Committees (Electricians, Plumbers/Gasfitters, and Refrigeration and Air Conditioning (HVAC)) to board members. The sub-committees will be responsible for providing guidance with reciprocity matrix comparable experience information.
- The board unanimously voted to approve steam engineers the ability to test twice for licensure. There will be a waiting period of 90 days any time after the second exam failure.
- The board unanimously voted to approve the authorization to test for G. Adelmalak.
- The board unanimously voted to approve the authorization to test for S. Ramser.

**Agenda Item: Adjournment:**

- Upon a motion duly made by Board member Tanya Lewis and seconded by LaVonne Woods the Board unanimously voted to adjourn at 2:37 p.m.

The next monthly Board meeting is scheduled for November 15, 2022, at 1 p.m.

Respectfully submitted,

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Brian Cooper, DC Board of Industrial Trades Chair

Date:

- Recorder: Chanda Kearney, Board Administrator