



## **PRESENTATIONS**

***Recognize Jerry Payne-*** Mr. Jim Finley and the State Plumbing Board would like to recognize Mr. Jerry Payne for his seven years of service to the State Plumbing Board of Louisiana. Jerry says that in his seven years they developed Continuing Professional Education and the apprenticeship we are working on now. He was happy to be a part of it.

## **APPLICATION COMMITTEE**

*None*

## **ENFORCEMENT**

### ***a.) Informal Hearings***

***1.) Albert Miller*** – Mr. Miller failed to show up to the Board Meeting. Ashleigh Cambre explained that Mr. Miller is a repeat offender. He was cited by Glen Gremillion, Enforcement Officer, in July of 2011 and again in January of 2012 for Journeyman work without a license. He was scheduled for an informal hearing on November 7, 2011 of which he did not show up. He was also scheduled for another informal hearing on August 21, 2012 of which he did not show up. He was scheduled to attend the August 22, 2013 Board Meeting and he had an obligation with the court system that same day. He signed for the certified letter to attend today's meeting on December 12, 2013 for an informal hearing and did not show up again. Mr. Miller does not have a license. The State Plumbing Board Staff is requesting an injunction because of his failure to show up to any of the informal hearings he was scheduled for.

**MOTION: To proceed with injunction on Mr. Albert Miller**

**MOTION: RICKEY FABRA**

**SECOND: KELLY CRAFT**

**MOTION: CARRIED**

***2.)Eric Martin-*** Mr. Martin failed to show up to the Board Meeting. Ashleigh Cambre explained that Mr. Martin has not followed through with paying the fines he was ordered to pay at the August 22, 2013 Board Meeting. He was given two months by the Board to pay his fine. We have not heard from him and we can not contact him. The State Plumbing Board Staff is asking to suspend his license.

**MOTION: To suspend his license until he pays his fines and appears before the Board.**

**MOTION: RICKEY FABRA**

**SECOND: KELLY CRAFT**

**There was a question as to if we were going to suspend or revoke? We are going to suspend his license and not revoke it. We need to notify his respective regulatory authority in his jurisdiction about his license being suspended.**

**MOTION: CARRIED**

## **GUESTS**

*Terry O'Neil-* Mr. O'Neil had an issue with the Sewage and Water Board and requested to be added to the agenda for our Board Meeting. He failed to attend the meeting. Mr. Finley suggested we remove him from the agenda until we hear from him further.

## **SPECIAL REQUESTS**

*None*

## **COMMITTEE REPORTS**

### ***a.) Continuing Professional Education Committee-D.J. Berger-CPE Book and instructor approval***

Mr. Berger explains that we all should have a copy of all the books for approval. He is also requesting that we look into the law that they have to add to the Administrative Code into the CPE books every year. They would like if they could only add the Administrative Code every other year instead, unless there is a change. Mr. Berger is also asking if we can get the topics out by April instead of August. It gives them more time to get the books together.

Mr. Barker adds that the Board has already approved the State Plumbing Board Staff to do the late Continuing Professional Education for plumbers. He explains that what we have is a test for plumbers that did not complete the Continuing Professional Education in the year it was provided. We have modeled this after Texas, where it has been very successful. The plumbers will have to complete the test booklet and make a 70 or better in order to receive there credit for the Continuing Professional Education for the

prior year. He explains that hopefully this will be a deterrent for people not to take Continuing Professional Education late, and to take it when they are required to. This will ensure that everyone can take the required course and not have to come before the Board because they can not find a class. We will still honor the military waiver. Mr. Keith Bienvenu asks the Board if we can think about doing a rule change to say if they miss more years than just one they must take the Continuing Professional Education make up for each year that they have missed. He feels this is something we can revisit after we see how well the Continuing Professional Education make up through the State Plumbing Board works out. Mr. Keith Bienvenu also asks about whether MPS Plumbing and Training had completed all of the required classes by the law? Dustine explains that they did complete the required classes in the six required major markets. Dustine presented the Board with the instructor list. The State Plumbing Board Staff will provide everyone with an up to date copy.

**MOTION: To except the instructors approval**

**MOTION: KELLY CRAFT**

**SECOND: CARL BOURGEOIS**

Mr. Fabra asked if MPS Plumbing and Training submitted their application for their instructors? Dustine explains that he was left off the list by accident but Mr. Kevin Richard will be the only instructor for MPS Plumbing and Training. The State Plumbing Board Staff will provide everyone with an up to date copy.

Mr. Fabra questions, why is there a topic about natural gas safety when natural gas is not relevant to our plumbing code? Mr. Bienvenu explained that even though it is not part of our plumbing code, the Continuing Professional Education committee agreed that it was a viable topic for the class because most plumbers have to deal with it on a regular basis. He also explains it is meant for only safety awareness, not to teach sizing of pipes.

**MOTION: CARRIED**

**MOTION: Approval of the Continuing Professional Education books on approval of the CPE committee along with any changes they deem fit.**

**MOTION: KELLY CRAFT**

**SECOND: CARL BOURGEOIS**

**MOTION: CARRIED**

### ***b.) Strategic Planning Committee-Billboard Quotes***

Mr. Kelly Craft explains that we discussed in the last Board Meeting that we will be looking into getting a billboard to help advertise that all plumbing work must be done by a licensed plumber. He explains that everyone is welcome to look at the estimates. Give or take each billboard is about \$900 a month. The Strategic Planning committee is recommending the Board allow Mr. Barker to find sponsors in the industry and also to see what we can do about designing a sign with law enforcement involved, which would

involve some kind of cooperative agreement with them. Mr. Craft is asking for a motion to allow Mr. Barker to proceed with taking care of this. Mr. Finley asks if this is budgeted. If it is not, then we need to budget it. Mr. Barker explains that it is not budgeted but we have a 5% adjustment available, and the funds are available.

**MOTION: To give Mr. Barker the ability to proceed with the billboard**  
**MOTION: KELLY CRAFT**  
**SECOND: RICKEY FABRA**  
**MOTION: CARRIED**

Mr. Craft also wants to discuss some research they have been doing with the enforcement officers. Mr. Craft explains that we do not currently reimburse the enforcement officers for the use of their personal cell phones. Mr. Craft wants to suggest the Board allow the enforcement officers to be reimbursed \$25 a month for using their personal cell phones while working in the field for the State Plumbing Board.

**MOTION: To reimburse the enforcement officers \$25 a month on their personal cell phone bills**  
**MOTION: KELLY CRAFT**  
**SECOND: RICKEY FABRA**  
**MOTION: CARRIED**

Mr. Finley and Mr. Barker want to let the record reflect that Mr. Henry Heire could not attend the meeting due to personal issues.

## **PREVIOUS MINUTES**

(August 22, 2013)

**MOTION: to accept the August 22, 2013 minutes as presented**  
**MOTION: KELLY CRAFT**  
**SECOND: RICKEY FABRA**  
**MOTION: CARRIED**

## **FINANCIAL REPORT**

**MOTION: to accept the financial report as presented by Rickey Fabra**  
**MOTION: KELLY CRAFT**  
**SECOND: CARL BOURGEOIS**  
**MOTION: CARRIED**

Mr. Fabra explains the budget is based off of last years budget on the projections that are made per line item. Six months into the fiscal year the CPA will go over it and

make adjustments accordingly to be within a 5% guideline. Mr. Fabra would like to make a motion to except the budget as prepared.

**MOTION: to accept the budget as prepared**

**MOTION: RICKEY FABRA**

**SECOND: KELLY CRAFT**

**MOTION: CARRIED**

Mr. Fabra wants to reference the Board Members we will start providing all profit and loss records for Board Members for future Board Meetings.

## **ADVISORY REPORT**

### ***a.) Mr. Fabra - Advisory Board recommendation***

Mr. Fabra wants to recommend Mr. Michael Eilers for the Advisory Board. Mr. Finley recommends he sends the office a formal letter, and welcomes him to the Advisory Board.

## **INDIVIDUAL MEMBER'S REPORT**

### ***a.) Jim Finley***

Mr. Finley already recognized Mr. Jerry Payne for his service to the Board. Mr. Finley would also like us to recognize Mrs. Lindsey Mayer for her service to the Board. Mr. Barker would like to ask the Board if we can take Mrs. Lindsey Mayer out for lunch and close for about an hour and a half on behalf of the State Plumbing Board? The Board agreed that this would be a good idea.

## **ENFORCEMENT OFFICERS' REPORT**

The enforcement officers each gave their individual report. (See attached)

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Barker would like to let the Board know that we had the opportunity to meet with the house commerce committee staff. This is the first time we have had the chance to discuss with them what we do here, the purpose of what we do, and the health and safety we provide. Mr. Barker suggest we be very careful of what we put out this year

and be prepared for this legislative session. Also, Mr. Barker would like permission from the Board to take action on people doing community sewage rehab projects, but we have to be careful because we have a case that sets precedence on this same subject. Mr. Barker would like to introduce Ashley Jones to the State Plumbing Board of Louisiana. Finally, Mr. Barker would let everyone know he will be out with surgery and will be out of the office until January 6.

**MOTION: to give Mr. Barker the authority to act after being advised by the lawyers.**

**MOTION: RICKEY FABRA**

**SECOND: KELLY CRAFT**

**MOTION: CARRIED**

## **OLD BUSINESS**

### **A.) EXAM REPORTS**

#### **1.) JOURNEYMAN EXAMINATIONS**

- a.) **October 5, 2013 – Larry Reiling - No issues**
- b.) **October 12, 2013 - Gerald LaCour - No issues**
- c.) **October 19, 2013 - Carl Bourgeois - No issues**

#### **2.) MASTER EXAMINATIONS**

- a.) **November 2, 2013 - Keith Bienvenu - He did have one guy bring in some contraband papers which included some questions and diagrams and drawings. Mr. Barker adds that with the new exams we will be providing all the books, scratch paper, pencils, and anything else needed for the exam, so that we will not continue to have this problem.**

### **B.) COOPERATIVE ENDEAVOR AGREEMENT - BOB URANN**

Mr. Urann has updated the Cooperative Endeavor Agreement for The State Plumbing Board of Louisiana, PHCC, Backflow Prevention Services, Louisiana Pipe Trades/MCA Louisiana, and we will be adding MPS Plumbing and Training. Once Mr. Urann gets the signed copies he will get them to the Division of Administration to be logged.

**MOTION: to accept the cooperative endeavor agreement to be signed and let Mr. Barker handle it.**

**MOTION: KEITH BIENVENU**

**SECOND: RICKEY FABRA**

**MOTION: CARRIED**

### **C.) New card printer information - Quotes VS. Actual Charge**

Dustine explains that CNC (Louis Schwall) saved us money on the card printer. We were approved by the Board to buy the most expensive card printer if we could get it for a lower price. Mr. Schwall got us the most expensive card printer and ribbons to print the licenses for less than the middle priced card printer.

**D.) Update on LJP Exam - D.J. Berger**

Mr. Berger lets us know they have been meeting and the Journeyman exam has been turned over to NITC. However, the Journeyman will not be ready for the January exam, but should be ready for April, and the Master will be ready for May. There will not be a review in April for the January exams. Mr. Berger adds that he did check out all the books for the Continuing Professional Education class and the only thing he sees wrong is MPS Plumbing and Training's book needs updated forms.

## **VIOLATION REPORTS**

### **NEW BUSINESS**

***a.) Civil Service Evaluations for rate approval - Mr. Barker***

Mr. Barker explains we had some new changes in personnel and the new rate will be as follow:

Ashley Jones - \$12.50 an hour

Ashleigh Cambre - \$13.50 an hour

Dustine Tullier - \$14.50 an hour

**MOTION: to except rate changes for employees**

**MOTION: KELLY CRAFT**

**SECOND: LARRY REILING**

**MOITON: CARRIED**

***b.) Mr. Finley asks about Legislative Committee -***

Mr. Finley would like to reactivate the Legislative Committee. The committee includes Mr. Rickey Fabra, Mr. Keith Bienvenu, Mr. James Finley, and Mr. John Barker.

***c.) Mr. Bodet -***

Mr. Bodet says he ran into a situation where an inactive master was going to become active and live out of state. He told Mr. Bodet that he would be conducting business over the phone. Mr. Bodet and Mr. Barker want to know what action we can take against this happening? Mr. Finley explains that we have had this happen before and the plumber was denied the right to do so because he could not provide the proper supervision that he is supposed to provide. Mr. Barker asks if we have the right to deny him the right



to renew his license because we know what he is planning to do? Mr. Finley states we should hand this over to Mr. Urann for further review.

## **TENTATIVE DATE FOR THE NEXT QUARTERLY BOARD MEETING**

**April 3, 2014** is the tentative date of the next Quarterly Board Meeting of the State Plumbing Board of Louisiana.

## **EXECUTIVE SESSION** *(NONE)*

## **ADJOURNMENT**

**MOTION:** to adjourn the Quarterly Board Meeting of the State Plumbing Board of Louisiana at 11:04 AM

**MOTION:** KELLY CRAFT

**SECOND:** CARL BOURGEOIS

**MOTION:** CARRIED

Respectfully Submitted,

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**James C. Finley, Chairman**

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**Rickey Fabra, Secretary/ Treasurer**