



**Electric Board  
Draft MINUTES**

**SPECIAL CALLED MEETING**

November 7, 2012

The Electric Board convened in a special called meeting on November 7, 2012 at the One Texas Center building, 505 Barton Springs Road, 3<sup>rd</sup> Floor Conference Room 300, Austin, Texas.

Board Chair Randy Pomikahl called the Board Meeting to order at 9:32 a.m.

**Board Members in Attendance:** Randy Pomikahl, Robert Schmidt, Peggy Simpson, Chris Wagner and Randy Walden. Board Members Ronny Williams was absent. Tasha McCarter had an excused absence.

**Staff in Attendance:** Dan McNabb, Carl Thompson, Julie Kirby, Leon Barba, Marvin Pace, Joe Ramirez, Randy Haydon, and Florin Vasile.

1. **APPROVAL OF MINUTES:** The minutes from the meeting of September 12, 2012 were approved as amended on Board Member Schmidt's motion and Board Member Simpson's second on a 4-0 vote. Board Members Walden, Williams and McCarter were absent for the vote.
2. **CITIZEN COMMUNICATION:** None.
3. **NEW BUSINESS AND ACTION**
  - a. **Election of Officers.** Board Member Wagner made a motion to reelect Randy Pomikahl as Chair and Bobby Schmidt as Vice Chair, second by Board Member Simpson for a 4-0 vote. Board Member Walden was absent for the vote.
  - b. **Adoption 2013 Board Meeting Schedule** – Board Member Wagner made a motion to adopt the schedule second by Board Member Simpson for a vote of 4-0. Board Member Walden was absent for the vote.
4. **DISCUSSION:**
  - a. **Final draft Austin Energy Design Criteria Manual.**

Austin Energy posted the draft Criteria Manual through the City Rules process. Public comments can be submitted through February 4, 2013. The Board discussed dissatisfaction with the lack of communication between Austin Energy and Commercial Plan Review. The Board is concerned about the delays in Commercial Plan Review caused by the conflict of opinion and code interpretation over the Design Criteria Manual between Austin Energy and Electrical Plan Reviewers. The Board would like to continue discussion at next Board meeting and have staff create a written process on coordinating review of electrical service plans. Staff will contact Austin Energy and Commercial Plan Review regarding the process and report back to the board.
  - b. **Electrical inspections Program**

Staff can not implement this program until additional staff is added to the Inspection Division.

**c. Staff update on required electric licenses and possible action.**

Staff is currently checking Electrical licenses in the field and will suspend city registration after three offenses.

- d. Recommendation for draft code amendment for the 2011 NEC local amendments wording clarification.** The Board discussed the proposed language regarding subcontracting electrical work. The Board directed staff to schedule a public hearing and move the draft code amendment through the process and for Council action. Board Member Walden made a motion and seconded by Board Member Wagner on a 5-0 vote. The Board also reviewed the subcontractor definition. Board Member Wagner made an additional motion to add “and registration” to the new language for Section 80.39(a)(9) after “without the required license” and before “under this Code”, second by Board Member Simpson for a 5-0 vote.

**5. FUTURE AGENDA ITEMS:**

- Austin Energy Design Criteria Manual – continue discussion and written process on transition between Austin Energy and Commercial Plan Review
- Subcontractor definition

**ADJOURN:** Motion to adjourn the meeting was made by Bobby Schmidt and seconded by Chris Wagner for a vote of 5-0. The meeting adjourned at 11:14 a.m.