



**Electric Board
APPROVED MINUTES**

**REGULAR MEETING
December 19, 2018**

The Electric Board convened in a Board Meeting on December 19, 2018 at One Texas Center, 505 Barton Springs Road, Room 300, Austin, Texas.

Board Chair Pomikahl called the Board Meeting to order at 10:01 a.m.

Board Members in Attendance: Randy Pomikahl, David Johnson, Robert Schmidt, Delwin Goss, Robert Bowne, Mark Weaver, Gabe Flores, Nicole Stasek and Ben Brenneman

Members Not in Attendance: David Dixon

Staff in Attendance: Richard Anderson (DSD), Rick Arzola (DSD), Eric Zimmerman (DSD), Marty Starrett(DSD), Beth Culver(DSD), Hyatt Dunn(DSD), James Smith(DSD)

1. **CITIZEN COMMUNICATION:** Sharad Mudhol and Eleazar Trevino both expressed their concern on the state of electrical inspections. Both presented similar scenarios where communication and notification between the inspector and contractor was significantly lacking and would like to see an improvement on behalf of the inspection staff. Also both would like to have an expedited process to help with the current wait time.
2. **APPROVAL OF MINUTES:** The minutes from the October 17, 2018 meeting was approved with some minor amendments. Board member Bowne made a motion to accept the minutes. Board member Goss seconded, and the motion passed 9-0
3. **DISCUSSION AND POSSIBLE ACTION:**
 - a. **Attendance Language:** DSD staff informs the board that the law office recommends that board members reach out to their appointing Council office by both phone and email first. If this recommendation does not work, then a language will be put in place and presented as item on the agenda. Vice chair Johnson also noted that board member Dixon has missed another three meetings after his renewal. DSD staff will provide the clerk office with an attendance report.
 - b. **Austin Energy Criteria:** DSD staff Beth Culver advises to the board that the rules for the A.E Criteria were published. After some modifications, A.E re-published the Criteria Manual with all the comments including from Electrical Board, which also included the comments from DSD staff Carl Thompson. DSD did concur with these comments however comments from the board were “struck thru” and not addressed. DSD staff informed AE, that these comments need to be addressed or let us know why they are not. A.E has reached out to DSD with these concerns and have elected set up quarterly meetings to discuss these comments and not simply ignore them. Also, Staff informs the board that they feel that DSD will not appeal to these changes but if the comments from the board have not been addressed, the board may appeal these changes. Aside from the quarterly meetings, the next step is to conduct public comments on the new Austin Criteria Manual in which DSD feels that these comments are underway as we speak. Board is requesting an Austin Energy upper level management personnel to attend January’s meeting and discuss with the board, the decisions that went into the manual and to address the comments the board’s concern on the point of service.

- c. **Contractor Registration Update:** DSD tells the board that the contractor registration will require a rule change and that it did not make the make 1st quarter due to comments made from legal in which now needs additional meetings with the Building Official, Deputy Assistant Director and the Director to discuss the Contractor Registration, present it back to the board and have the Director sign off on it to make it in time for the next quarter.
- d. **Introduction to Building Official and Residential Division Manager- Beth Culver** was formally introduced to the board as Austin first female Building Official. Beth is a licensed architect and has been with the city 5 years with the last 3 years as Chief Plans Examiner. Prior to her work experience with City, Beth worked in the private sector for 15 years in Architecture. **Kelly Stilwell** was introduced as the new Division Manager of Residential Building Inspections. Kelly was out sick. Richard Anderson did update the board on current inspections staffing. Indicating that 7 new FTE's were hired that were granted by council this fiscal year. 6 of the 7 FTE's were split in 3's and half went to Residential and the other went to Commercial Electrical teams. The one FTE that was approved was the replacement of former electrical inspector Chris Corbitt. With that split DSD inspections were able to hire two new Supervisors to oversee the Residential and Commercial Teams. Marty Starrett will oversee the Commercial electrical team as Eric Zimmerman will supervise the Residential Electrical Team. With the two supervisor hires within the department, two more additional electrical vacant position will become available and these supervisors will work together to determine the current back log and decide where these inspectors will go. With the demand and growth of residential and the current back log, likely these inspectors will be under Eric Zimmerman residential electrical team. Board did inquire Staff from October's last meeting on what was the outcome of the chief's electrical supervisor position. Staff responded that these two supervisor hires fulfills the criteria and the qualifications set by the Building Criteria Manual as electrical "chiefs".

4. FUTURE AGENDA ITEMS:

- a. Austin Criteria Manual update.
- b. Contractor Registration update-
- c. Strategic planning and longtime goals for 2019
- d. Update on Inspections.

6. ADJOURN:

A motion to adjourn the meeting was made by Board member Goss and second by Schmidt for a 9-0 vote. The meeting adjourned at 11:34 a.m.