



**Electric Board
APPROVED MINUTES**

**REGULAR MEETING
JUNE 19, 2019**

The Electric Board convened in a Board Meeting on June 19, 2019 at Development Service Department, 5202 E. Ben White, Room 122.

Board Chair Flores called the Board Meeting to order at 10:02 a.m.

Board Members in Attendance: Randy Pomikahl, Delwin Goss, Gabe Flores, Nicole Stasek, Michael King, Robert Schmidt and Mark Weaver.

Members Not in Attendance: David Dixon, Ben Brenneman, Miguel Suazo and Rogelio Wallace.

Staff in Attendance: Richard Anderson (DSD), Rick Arzola (DSD), Eric Zimmerman (DSD), Hyatt Dunn (DSD)

1. **CITIZEN COMMUNICATION:** None
2. **APPROVAL OF MINUTES:** The minutes from the May 15, 2019 meeting was modified to correct grammatical changes as described by the board. Vice Chair Goss made a motion to modify the minutes. Board member Weaver second the motion as amended, motion passed 7-0.
3. **DISCUSSION AND POSSIBLE ACTION:**
 - a. **Contractor Registration Update-** On behalf of Marty Starrett, Eric Zimmerman relayed that Marty will be working with the Electrical Board group at our June 26 meeting to set final language of the new contractor registration rule. Once we have accomplished our goals, I will be spending the month of July conducting external stake holder meetings to allow for input and will be working with other city departments that may be affected by the rule along with the city law dept. All of this will need to be accomplished in the month of July in order to submit all required documentation by Aug 6. With the submission in Aug, the earliest rule could be possible be adopted Feb 2020.

Board confirms that the Electrical Board work group is June 26 after the NFPA conference in San Antonio. Staff informs board the work group will take place at 10:00 am in room 141. Meeting notice to the workgroup will go out as an reminder.

Board asked staff if Registration was going back into the ordinance. Staff replied as a rule, not as an ordinance to the NEC. Also, legal feels that the proper location is in a rule, not in a technical code because this is how you do business in Austin not how you install electrical. Board and Staff will need to discuss on how to enforce this rule. Work group will discuss the enforcement. DSD cannot levy fines but can produce re-inspection fees for faulty work.
 - b. **Austin Criteria Update:** DSD Staff tells the board that in May, DSD met with AE at its quarterly meetings and decided to establish a work group to discuss criteria manual updates with regards to before point of service and rules and after point of service and rules and to

establish a path of jurisdiction on where DSD rules are capable of being enforce and where they are not.

As far as the Criteria Manual, AE is revising the point of service to fall into line with the NEC. DSD has not seen the revision but will get a presentation of it in July after additional stakeholders meetings take place.

With regard to meters, contractors are having difficulty in receiving Austin Energy's 200 amp bypass can with the AE stamp. There are none that are available from the manufactures and are on back order for several months. With this, AE has sent a memo and forwarded to IBEW and IEC, where AE are rolling back their requirement to have an AE stamp and recognizing their meter that they have posted on their website as suitable for installation. Based on the Criteria Manual, metering equipment must be approved, so if any questions regarding meters that AE accepts, they have been referred to the AE website, as DSD does not have jurisdiction to metering equipment.

- c. **Electrical Inspection Update.** Commercial Electrical Inspections finished the month of May with a 99% on time rating with a loss of an inspector due to injury but is expected back on July 29th. Travis Cardwell, who has been loaned to residential inspections since January returned back to commercial inspection on June 14.

All inspectors participated in Generator training by Generact in the first week of June. Currently there has been an increase in commercial electrical inspections in May. With one inspector out and one returning from leave, inspectors involve in training and summertime vacation starting, our on time rating has dropped to 86% within 24 hours but with Travis returning back to commercial inspections, our goal will be back up 90%.

Residential electrical inspections finished up the month of May with a 96% on time Rating with remainder being completed the next business day. Residential inspections have also seen an increase in request of inspections due to the Memorial day week and a required generator training, our percentage rating has come to 87% on time but expect to reach 90% once we passed the holiday and training delays. Did return back the loaner to commercial inspections but still think we can hold the 90% on time. Currently residential electrical inspections have 2 vacancies that are posted with 10 applicants for that position, 4 of which are qualified to interview however we are in talks with HR for the reason that 1 of the 4 potential candidates, one has withdrawn his application and the two has been unresponsive to calls for interview leaving an option to re-post the position again. Additionally, we have an inspector on Administrative leave pending an meeting later this week and will determine whether he comes back or reposting his position again.

We are holding weekly meetings to discuss customers concerns. Most on consistency issues. Our new hire is out in the field doing inspections with an assigned territory. We have also begun ride along with the new inspectors in the month of May, checking for consistency training within inspections. We have also developed a checklist not only for electrical but with all trades. This has been goal for all departments to develop for the general contractor as a guideline to see if the

job is ready. We are also working with PIO office, to establish a “tweet along” which essentially is to follow an electrical inspector around to take a look at swimming pool inspections for the summer time months. It is part of our outreach to inform general contractors, homeowners and electrical contractors of the inspections process and the importance for swimming pool inspections.

- d. Board Approval Vote to Council** –DSD staff explains to the board that this item is referring to the adoption to the 2017 ordinance and the board concerns that after the board review of that ordinance change that were items deleted, mainly for contractor registration without the board knowing. This item was pressed forward to council as if this was the board’s recommendation to council. From here on, if staff removes or does anything that is different from what the board approved, there will be 2 recommendations going to council, one from the board and one from staff. City council will then determine which option to go with. Board suggested that the difference between the board and staff recommendations be brought back to the board to be ironed out. DSD staff suggested that this would be their preferred method. Board will discuss further on this at its workgroup.

4. FUTURE AGENDA ITEMS:

- a.** Executive Liaison to the Electric Board.
- b.** Report from the work group
- c.** Determination of Sovereign Board and what it means.
- d.** Update on Austin Criteria Manual.

6. ADJOURN:

A motion to adjourn the meeting was made by Board member Pomikahl and second by Goss for a 7-0 vote. The meeting adjourned at 11:12 a.m.