Electric Board **REGULAR CALLED MEETING**
APPROVED MINUTES **August 21, 2024**

The Electric Board convened in a Regular Called Board Meeting on August 21, 2024, at the Permitting Development Center at 10:05 am.
Board Members in Attendance: Victoria Shope, David Johnson, Delwin Goss, Gabe Flores, Michael Grant, David Deshaine, Ben Brenneman, Kenny King, Rogelio Wallace and Christian Spies.
Members Not in Attendance: Joel Cochren
Staff in Attendance: Rick Arzola (DSD), Josh Davis (DSD) James Epperson (DSD), Marty Starrett (DSD), Hyatt Dunn (DSD) and Aaron Finney (DSD) and Josh Contreras (AE)

PUBLIC CITIZEN COMMUNICATION: No one registered to speak.

APPROVAL OF MINUTES

1. The minutes were approved for the May 15, 2024, regular called meeting on board member Johnson motion, board member Spies second the motion. Motion passed on a 10-1 vote.

DISCUSSION

2. Austin Energy Technical Advisory Panel, functions and responsibilities in Austin Criteria Manual- Austin Energy's Josh Contreras provided brief information to the board on the Technical Advisory Review Panel, known as TARP, that applies for any rule changes in any criteria manuals that the City of Austin department have. This is a group of staff with housing and development industry professional to align criteria manual rules with council policies to simplify the development process. This advisory panel meets monthly on all proposed rule changes before the adoption process begins.

3. **Commercial Plan Review Update-** Commercial plan review staff James Epperson indicated that currently 3 electrical reviewers are on staff, and one is vacated with a 97% on time with review.
New submittals in June, there was an 8.7 % increase: July saw a 22.8% increase. Total submittals, June saw a 12.4% decrease from 2023, and July saw a 1.3% increase from 2023.

4. **Building Trade Contractor Service update:** Manager Josh Davis provided

5. Commercial and Residential inspection update: Residential Building Southeast supervisor Aaron Finney informed the board that there are a few vacancies, and a hiring freeze will enable us to hire at current time. However, residential staff did have 12 residential employees pass their Texas State Board of Plumbing exam, which now allows focus on the electrical training. Currently staff is now at 97% on time.
Commercial Electrical Supervisor Hyatt Dunn provided that there are no vacant positions on his team of 6. Currently at 90% on time with assistance from the Residential staff who are providing inspections in ETJ areas.

6. **Building and Trade Contractor Services** manager Josh Davis provided that due to Development services budget issues, 4 temporary staff were released and are in process of re-assigning current staff to handle the duties of the vacant positions, which today are slowly recovering back to normal speed from 300 or so requests behind.
Also working with other groups which include other departments and other divisions with Development Services to inquire what issues that they are experiencing with the Building and Trade contractor services and updating Standard operating procedures.

FUTURE AGENDA ITEMS

1. Discussion on Austin Energy Technical Advisory Panel- update on review on service equipment.
2. Discussion with Tarp Review Panelist and how it works and its process.
3. Discussion on enforcement on suspension of Electrical Registration 80.38
4. Discussion on Commercial Plan Review Update
5. Discussion on Residential and Commercial inspection updates on vacancies and inspections.
6. Discussion and updates on Building and Trade contractor services.

ADJOURN:

Board member Deshaine made a motion to adjourn the meeting. Board member Goss seconded the motion. Motion passed 10-1.

Minutes were approved at the January 15, 2025, meeting on board member Grant motion, board - member Deshaine second the motion. Motion passed 7-0. Board members Joel Cochren, Gabe Flores, Christian Spies and Rogelio Wallace were absent