



**STATE BOARD OF HEATING, VENTILATION, AIR-CONDITIONING, AND
REFRIGERATION CONTRACTORS
BUSINESS MEETING MINUTES**

Date: May 10, 2023

Time: 10:30 a.m.

Place: The Board of HVACR meeting was held via teleconference (US +1 208-907-5480
PIN: 871 402 772#).

Members Present: **Brian Hamilton, Chair**, Master HVACR Contractor
Michael Giangrandi, Master HVACR Contractor
David Politzer, Consumer Member
Amadou Magazi, Master HVACR Contractor
Michael Weglarz, Master Electrician

Members Absent: None

Staff Present: **John Bull**, Executive Director, Mechanic Licensing Boards
Sloane Fried Kinstler, Assistant Attorney General
Sean Heeter, Administrative Officer

Staff Absent: None

Guests Present: None

Call to Order

Chairman Hamilton called the Business Meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration (“HVACR”) Contractors (“Board”) to order at 10:37 a.m.

Approval of Minutes

Members of the Board reviewed the minutes of the Business Meeting held on April 12, 2023. Upon Mr. Politzer’s Motion and Mr. Magazi’s second, the motion was unanimously carried to approve the minutes without amendment or correction.

Complaint Committee Report

Mr. Heeter read the results of the complaint committee. Two complaints, HVAC-23-0021 and HVAC-22-0023, were closed. Complaint HVAC-22-0032 was sent to precharge and HVAC-23-0035 was

charged criminally. Upon Mr. Magazi’s motion and Mr. Politzer’s second, the motion to approve the closed complaints was unanimously carried.

Application Review Committee

There were no applications to be reviewed.

Review of Examination Statistics and License Totals

Mr. Bull reported the following PSI exam statistical summaries for the month of April, 2023:

	Candidates Tested	Passed	Failed	Pass %
Total	46	19	27	41%

Cumulative

Total	46	19	27	41%
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Testing to date

Total	11769	5129	6640	44%
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There are currently 20,560 active licensees.

Correspondence

The Board discussed correspondence submitted to the Board regarding the handling of refrigerant in the plants/buildings a company maintains. Chairman Hamilton stated that a CFC Universal license is needed to handle and dispose of refrigerant, but any work on an HVACR systems require either a full master HVACR license or an HVACR master restricted air-conditioning or refrigeration license issued by the Board. For clarification, Counsel, Sloane Fried Kinstler, asked for confirmation that a chiller constitutes a component of an HVACR system. Chairman Hamilton clarified that a chiller is part of the HVACR system and is a cooling tower for the unit. Mr. Magazi stated a 1st grade Stationary Engineer who holds a CFC license is EPA-certified to monitor a system for a refrigerant leak and monitors the pressure of the systems.

Chairman Hamilton stated he is not familiar with stationary engineer license authority. Counsel Kinstler stated a stationary engineer license is another Mechanical Licensing Board and that authorizes the holder to oversee a pressure boiler or plant of machinery based on the pressure and horsepower of the machinery, including chillers. Further, she explained that a 1st grade stationary engineer license is the highest license category and corresponds to the highest operating pressure vessel or horsepower of the machinery. Mr. Magazi offered that a CFC license is issued and regulated by the EPA and allows a holder to handle and dispose of refrigerant. Mr. Bull stated that a person with a CFC credential can monitor a system for leaks, but they cannot service or repair systems without an HVACR license. Counsel Kinstler stated that a stationary engineer license authorizes system oversight but not the service or repair of the applicable system or machinery.

Executive Director's Report

Mr. Bull reported that appointment letters for newly appointed Board members have been sent to the appointee from the Governor's Appointment Office, however his office has not yet received documentation of appointments, so he is unsure when a newly appointed member is or will be sworn in, or whether a current Board member's term has ended. He did clarify that Mr. Rebecchi, Mr. Ludlow, and Mr. Gotlinger are no longer on the Board and three new members have been appointed. Counsel stated that until and unless the Governor appoints a new Chairman, Mr. Hamilton will continue to serve as the Chairman of the Board, unless another appointment is from the same area/jurisdiction. If that occurs before the Governor designates a Chair, then the Board's Vice Chair would preside over meetings. Chairman Hamilton, Mr. Bull, and Mr. Heeter agreed that the Board has not elected Vice Chair. Counsel suggested the Board hold an officer election for a vice chair in the near future.

Mr. Weglarz stated that, when he received his appointment letter, there were discrepancies that caused confusion. Mr. Bull stated that the Appointment's Office consists of new officials and no one from the previous administration was retained.

Mr. Bull stated that he has sent an email to the Chairman of all each the Mechanical Licensing Boards regarding a joint meeting of the Boards or Board Chairs. He asked the Board to consider any topics for discussion at such a meeting. Chairman Hamilton stated that he believes code updates are an important topic to discuss and believes that having each Board on the same page regarding mechanical codes and code updates will be very helpful to the industries.

Old Business

There is no old business currently.

New Business

Chairman Hamilton asked Counsel to clarify when a Board vote is required. Counsel Kinstler explained that whenever the Board wishes to take an action or propose a particular action, such as acting on a Committee recommendation, instructing staff to take an action on behalf of the Board, or approve its minutes, a vote by a majority of the serving members is required; except that the Board Chair refrains from voting except to break a tie. Chairman Hamilton asked whether obtaining information and sending a letter to a local jurisdiction would be possible without a vote. Counsel suggested that Board discussion could occur but advised that ratification of an action should occur prior to taking such action, including issuing correspondence on behalf of the Board to a local jurisdiction. Mr. Bull added that any correspondence would have to be submitted to the Office of the Secretary for approval before issuance.

Counsel's Report

There is no Counsel's report offered.

Chairman's Report

Chairman Hamilton stated that he is currently in the process of reviewing the newly proposed mechanical code changes and intends to establish a Code Update Committee to review the code

updates to obtain information and make recommendations for a full Board discussion. He stated Mr. Gotlinger had offered to serve on the Committee; now that he is no longer on the Board, he asked members to consider serving on the Committee to be established a future meeting.

Chairman Hamilton welcomed Mr. Weglarz to the Board and congratulated him on his appointment. He thanked Board members and staff for their attendance.

Closed Session

The Board did not convene in closed session.

Adjournment

With no further business, upon Mr. Weglarz’s Motion and Mr. Giangrandi’s second, the Board voted to adjourn the May 10, 2023 meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors at 11:07 a.m.

Signature on File

July 12, 2023

John Bull
Executive Director

Date

Signed on behalf of the Board as voted and approved on **July 12, 2023**