

STATE CONSTRUCTION INDUSTRY LICENSING BOARD
Division of Conditioned Air Contractors
November 4, 2015 Meeting
Open Session Minutes

A meeting of the Georgia State Construction Industry Licensing Board, Division of Conditioned Air Contractors was held on Wednesday, November 4, 2015, at the Professional Licensing Boards, 237 Coliseum Drive, Macon, Georgia for the purpose of conducting Board business.

Members present:

Ken Davis, Chairman
Johnny Lyons
Kevin Green
Rudy Weaver

Members absent:

Michael Miller, Consumer Member

Staff present:

Deborah Beard, Executive Director
Laura Fremont, Board Support Specialist
Linda Green, Complaint Specialist
David Stubins, Senior Assistant Attorney General

Visitors present:

None

Call to Order:

At 9:07 a.m., Board Chair Davis established that a quorum was present and called the meeting to order.

Approval of Open Session Minutes:

A motion was made by Green, seconded by Lyons, and the Board voted to approve the minutes of the August 27, 2015 teleconference as presented. None opposed, motion carried.

Licenses Issued:

No licenses were issued from August 27, 2015 to October 31, 2015. The next exam is scheduled February 1-13, 2016.

Hearing

Dennis Roell CA140058– Hearing is postponed. Statement provided by licensee will be included in his file. Licensee has no intention to renew license and will allow license to expire 11-30-15. Another hearing/appearance may be required if and when licensee wishes to practice in Georgia and applies for reinstatement.

Discussion Items:

2016 Board Meeting Schedule:

A motion was made by Lyons, seconded by Weaver, and the Board voted to approve the following schedule for next year: April 6, 2016 at 9:00 a.m., August 3, 2016 at 9:00 a.m., and November 16, 2016 at 9:00 a.m. All meetings will be held at the Professional Licensing Board in Macon. None opposed, motion carried.

Cognizant Selection:

A motion was made by Lyons, seconded by Green, and the Board voted to select Ken Davis and Rudy Weaver as Complaint Cognizants. None opposed, motion carried.

A motion was made by Weaver, seconded by Green, and the Board voted to select Johnny Lyons and Kevin Green as Application Cognizants. None opposed, motion carried.

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Executive Director Report:

Deborah Beard presented the board with an Organizational Chart for the Trades 4 section of the Professional Licensing Boards. Information included a general overview of the staff, their responsibilities, and the other Boards included in Trades 4.

Application/Complaint Process:

The Board discussed the review process for applications and complaints. David Stubins, Senior Assistant Attorney General, reviewed the Board's law and rules that govern the grounds for refusing to grant or revoke licenses and applications.

Application Review Legal/Discipline Grid

A motion was made by Lyons, seconded by Green, and the Board voted to approve the application review legal/discipline grid as revised. None opposed, motion carried.

CAAG Fall Seminar:

Deborah Beard informed the Board of the CAAG Fall Seminar to be held on November 12, 2015 at the Professional Licensing Board.

Qualifying Licensee/Business Registration:

Brooke Newby, PLB Senior Staff Attorney, updated the Board of the meeting between the Secretary of State's office and David Stubins, Senior Assistant Attorney General, concerning Qualifying Licensee and Business Registration. There has been some preliminary discussion regarding business registration. The Secretary of State's office is meeting with the software provider, System's Automation, to see if this information can be added to our current software. There was discussion as to if the information can be collected on the initial application and at renewal.

A motion was made by Lyons, seconded by Weaver, and the Board voted to approve the continued cooperation of David Stubins, Senior Assistant Attorney General, with the Professional Licensing Board Legal Staff regarding the association of the qualifying licensee and business registration. None opposed, motion carried.

Executive Session:

At 11:50 a.m. a motion was made by Lyons, seconded by Green, and the Board members present: Ken Davis, Chairman, Johnny Lyons, Kevin Green, Rudy Weaver, voted to enter into Executive Session in accordance with O.C.G.A. §§ 43-1-2(k), 43-1-19(h), and 50-14-2(1). None opposed, motion carried.

At the conclusion of the Executive Session on Wednesday, November 4, 2015, Davis declared the meeting to be "open" pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq. No votes were taken during executive session.

Open Session:

Approval of Executive Session Minutes:

A motion was made by Lyons, seconded by Weaver, and the Board voted to approve the Executive Session minutes of the August 27, 2015 meeting as presented. None opposed, motion carried.

Application:

A motion was made by Lyons, seconded by Weaver, and the Board voted to accept the recommendations on the applications reviewed during today's meeting. None opposed, motion carried.

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Approve the following applicants for licensure based on reciprocity with Louisiana, South Carolina, or Texas.

2588941 2561085 2519190

Approve the following applicants to sit for the exam and upon passing exam, may issue license.

2583515 2588750 2589361 2589500 2588014
2586128 2589357 2589110 2578535

Approve the following applicants to sit for the exam and upon passing exam, full board review is required prior to issuing license.

2536455 2586771

Deny the following applicants to sit for the exam based on failure to meet qualifying experience requirements.

2581939 2583863 2519242 2553742 2438302
2569522 2586994 2566759 2548024
2582819 2569345 2569138 2514696
2584687 2569460 2567053 2589495

The following applicants submitted an incomplete application and will be reviewed once deficient documentation is received.

- 2567993 – Submit 2 additional reference forms.
- 2561186 – Submit proof of education/training courses.
- 2503311 – Submit detailed work experience.
- 2478091 – Submit 2 reference forms and detailed work experience.
- 2588047 – Submit Rule Waiver Petition.

The following applicants submitted an incomplete renewal application and will be reviewed once deficient documentation is received.

- 721461 – Request copy of police report
- 729427 – Request certified copies of all court documents.

Case Review (Legal and Discipline cases):

(CA= Conditioned Air Contractor Investigative Case Number)

A motion was made by Weaver, seconded by Lyons, and the Board voted to accept the recommendations on the cases reviewed during today’s meeting. None opposed, motion carried.

Accept signed Cease and Desist order and close the following cases with no further action.

CA150023

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Close the following cases with no action due to no jurisdiction.

CA150058 CA160009 CA160020 CA160042

Close the following cases with no action due to no evidence of breach of standard care.

CA160035 CA160017

Close the following cases with no action due to complainant request.

CA160006

Request documented evidence from complainant on the following cases.

CA160008 CA160018 CA160025 CA160031
CA160010 CA160021 CA160028 CA160040
CA160013 CA160022 CA160030 CA160044

Request documented evidence from respondent on the following cases

CA160014 CA160026 CA160038

Refer the following cases to Investigations for additional information.

CA160011 CA160016 CA160024 CA160033
CA160012 CA160019 CA160027 CA160034
CA160015 CA160023 CA160029 CA160039

Refer the following cases to Investigations for Cease and Desist order.

CA160004 CA160005 CA160007 CA160041 CA160043

Refer the following cases to Attorney General's office for license revocation.

CA160037

With no other business to discuss, the meeting adjourned at 2:57 p.m.

The next meeting will be held on Wednesday, April 6, 2016 at 9:00 a.m.

Minutes recorded by: Laura Fremont, Board Support Specialist
Minutes edited/reviewed by: Deborah Beard, Executive Director

KEN DAVIS

Division Chairman

DEBORAH BEARD

Executive Director

These minutes were approved on 04-06-16.