



STATE CONSTRUCTION INDUSTRY LICENSING BOARD
DIVISION OF CONDITIONED AIR CONTRACTORS
Division Meeting
July 28, 2021 - Teleconference
Open Session Minutes

The State Construction Industry Licensing Board, Division of Conditioned Air Contractors met via teleconference on Wednesday, July 28, 2021, for the purpose of conducting Division business.

Division Members Present

Johnny Lyons, Division Chairman
Elaine Powers
James Ford
Matthew Holtkamp
Kevin Green

Division Members Absent

Staff Present

Ken English, Licensure Supervisor
Jalaina Fuller, Board Support Specialist
Ashley Elander, Complaints and Compliance Analyst
Reagan Dean, Senior Assistant Attorney General

Call Meeting to Order:

At 9:13 a.m., Division Chairman Lyons, established a quorum was present and called the meeting to order.

Open Session:

Licenses and Business Registrations Issued Report:

The Division of Conditioned Air Contractors reviewed the list of applicants which were previously reviewed and administratively approved by staff and/or by Cognizant Board Members. A motion was made by Lyons, seconded by Powers, and the Division voted to ratify Conditioned Air Restricted and Conditioned Air Non-Restricted licenses and Conditioned Air Company registrations issued from June 1, 2021 – June 30, 2021. None opposed, motion carried.

Conditioned Air Non-Restricted

CN211454 William Ray Rigdon

CN211455 Christopher Lee Hardin

Conditioned Air Company

GAREGCN210233 TruNorth Mechanical LLC

Probation Termination Requests

None.

Open Correspondence:

A motion was made by Lyons, seconded by Powers, and the Division voted to accept the following recommendations. None opposed, motion carried.

Z. Wilson – Asked the Board to allow him to apply without references. The Board advised they will not review the request without an application.



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Continuing Education Provider Requests:

None.

Public Board Orders:

None.

Executive Directors Report:

The Executive Director, La Trenda Tyler-Jones provided the Board with an update on new application and active license statistics. She updated the Board on the new 60-day Administrative policy.

Executive Session:

At 9:29 a.m. a motion was made by Lyons, seconded by Powers, and the Division members present voted unanimously 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, Chairman Lyons 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:

Minutes:

A motion was made by Lyons, seconded by Holtkamp, and the Division voted to approve the open session and executive session minutes from the June 23, 2021 Division Board meeting. None opposed, motion carried.

Executive Correspondence:

None.

Applicant Appearances:

A motion was made by Powers, seconded by Holtkamp, and the Division voted to accept the following recommendations from executive session. None opposed, motion carried.

Recommend to uphold the denial of the following applicant(s):

2876637	2816374
2920555	2929039

Recommend to refer the following applicant(s) to the Attorney General's Office for probation agreement.

2907836

Recommend to approve the following applicant(s) to sit for the exam upon receiving documentation requested.

2878589



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Review of Licensure Applications:

A motion was made by Powers, seconded by Holtkamp, and the Division voted to accept the following recommendations from executive session. None opposed, motion carried.

Recommend to approve the following applicant(s) to sit for the exam and upon passing exam, may issue license.

2880351	2954897	2954606
2956290	2954021	2954392
2943151	2953440	2953592
2932319	2929326	2953892
2955809	2930074	2956282
2927690	2955345	

Recommend to approve the following applicant(s) for licensure.

2927364	2878907	2929030
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Recommend to approve the following applicant(s) for licensure by reinstatement.

2952664

Recommend to deny the following applicant(s) for licensure due to failure to meet eligibility requirements.

2918352

Recommend to send the following applicant(s) a deficiency letter for additional information.

2930041	2925637
2954632	2954384

Review of Renewal Applications:

None to review.

Review of Complaints Cases:

A motion was made by Powers, seconded by Holtkamp, and the Division voted to accept the following recommendations from executive session. None opposed, motion carried.

Recommend to close the following complaint(s), a C&D has been signed.

CA210019

Recommend to give Administrative authority to staff to close out complaints over 5 years old due to age.

Recommend to close complaint(s) due to age.

CA00450	CA020002	CA110002	CA120083	CA130011
CA00501	CA030028	CA110016	CA120086	CA130012
CA01200639	CA030063	CA110020	CA120122	CA130050
CA01200646	CA080101	CA110145	CA120143	CA130051
CA020708	CA090097	CA120001	CA130002	CA130054



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CA130055	CA140010	CA150006	CA150037	CA160010
CA130056	CA140016	CA150007	CA150040	CA160003
CA130062	CA140024	CA150008	CA150043	CA160014
CA130075	CA140028	CA150009	CA150044	CA160018
CA130076	CA140030	CA150010	CA150048	CA160022
CA130083	\$CMP-69151	CA150011	CA150049	CA160037
CA130084	CA140043	CA150014	CA150050	CA160013
CA130093	CA140044	CA150015	CA150051	CA160016
CA130094	CA140051	CA150016	CA150052	CA160044
CA130100	CA140048	CA150027	CA150053	CA160031
CA130101	CA140052	CA150028	CA150054	CA160043
CA130103	CA140053	CA150029	CA150055	CA160071
CA130104	CA140054	CA150030	CA150061	CA160083
CA130109	CA140055	CA150031	CA150059	CA160073
CA130107	CA140058	CA150032	CA150064	CA160084
CA130111	CA140061	CA150019	CA160001	
CA140003	CA150001	CA150024	CA160004	
CA140004	CA150004	CA150026	CA160008	
CA140006	CA150005	CA150036	CA160005	

Attorney General's Report:

A motion was made by Powers, seconded by Holtkamp, and the Division voted to accept the status report as presented by the Senior Assistant Attorney General Dean. None opposed, motion carried.

Other Business:

The Division discussed reciprocity the reciprocity agreement with South Carolina. They noted that the agreement is from the 1980's and that South Carolina has since updated their license classifications and therefore they do not match up with Georgia. The Board requested that staff work with the Attorney General's office to look into reciprocity agreements further.

Board member Holtkamp requested that common questions and issues regarding renewals be added to the renewal email, or possibly to the website. Board member Powers requested that it be looked into adding such to the renewal card printing. Holtkamp will follow up with a document to present to the Board and will work with Executive Director, Tyler-Jones for direction.

With no other business to discuss, the meeting adjourned at 12:12 p.m.

The next Division Committee meeting is scheduled for Wednesday, October 06, 2021 at 9:00 a.m.

Minutes recorded and prepared by:
Minutes reviewed and edited by:

Jalaina Fuller, Board Support Specialist
La Trenda Tyler-Jones, Executive Director



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Johnny Lyons
Division Chairman

La Trenda Tyler-Jones
Executive Director

These minutes were approved on October 06, 2021.