

Plumbing Board
Product and Code Review Committee Minutes
January 30, 2008 – 9:30 a.m.
Minnesota Room – Department of Labor and Industry
443 Lafayette Road North, Saint Paul 55155
DLI.CCLDBOARDS@State.MN.US

Committee Members Present:

Lawrence G. Justin
John A. Parizek
Karl Abrahamson
Allen J. Lamm
Randy Ellingboe

Staff Present:

Wendy Legge
Cathy Tran
Annette Trnka
Jim Peterson

Board Members Present:

Jim Gander
Ronald Thompson

Members Absent:

None

Visitors:

Jim Paschal
Dave Schulenberg
Dick Welchons
Bob Wolf
Dale Blanchette
Chad Haase
Bob Sullivan
Gary Thaden
John Henreid
Alan Eades
Don Osland
Kevin Hoppe
Anthony Eisinger
Kate Renner

I. Call To Order

The meeting was called to order by Larry Justin at 9:44 a.m.

II. Approval of Meeting Agenda

Lamm moved and was seconded by Abrahamson to accept the Agenda as submitted. The vote was unanimous and the motion passed.

III. Regular Business

- A) **Scheduled meeting dates.** After discussion, Parizek moved, seconded by Ellingboe to have the next committee meeting on February 27, 2008. The vote was unanimous and the motion passed. Also, the Minnesota Room has been reserved for the dates of March 24 and April 23, 2008. In order to be consistent on the Committee Meeting days, Wednesday March 26 instead of March 24 will be considered but location could not be in the Minnesota Room.

IV. Special Business

- A) **Product and Code Amendment Committee organization.** Motion by Lamm, seconded by Parizek to have the Committee follow the general procedure – to have DLI staff review the submitted RFAs and determine if the minimum required documentation is included. Then DLI staff would pass to Committee. Committee would review the RFAs and determine the following:
1. Pass on to the Plumbing Board with no recommendation from the Committee,
 2. Pass on to the Plumbing Board with Committee recommendation to pass,
 3. Pass on to the Plumbing Board with Committee recommendation to fail,
 4. Pass on to the Plumbing Board with Committee recommendation for the presenter provide additional information to assist the Board,
 5. Return to the Submitter with request for more information to be provided for Committee review.

The vote was unanimous and the motion passed.

- B) **Review of process for submittal and review of requests.** Ellingboe discussed what the process for submittal had been when the Plumbing Code Advisory Committee was in session. The discussion then followed on what the Committee members want for submittals.
- i. **Request For Action forms (RFAs) and process for submittal.** Discussion was held on how the Request For Action form could be improved and direction on what changes should be made was given by the Committee members to DLI staff. When a RFA is received by DLI, the submitter will be given an RFA file number, which should be referenced on any future correspondence or submissions. It was also agreed that the Request For Action form be submitted electronically. Any copy written or otherwise unavailable electronic submitted material could be sent via U.S. Mail.
 - ii. **Dispersal of RFAs to Committee members.** Chair will set the agenda and review draft of minutes prior to issuance to the Committee. Agenda and RFA's are to be sent to Committee and Board minimum of two weeks before the next scheduled meeting. An RFA, when forwarded to the Committee would be reviewed to confirm the Request is complete, and if so, the Committee would review the request in the order it was received.
 - iii. **Minimum required supporting documentation for RFA (e.g. standards.)** Motion by Lamm, seconded by Parizek that this item be tabled until DLI revises the Request For Action form. The vote was unanimous and the motion passed.
 - iv. **Staff review of RFAs.** When the Request For Action form has been received, the Department of Labor and Industry will do an initial review to ensure it's complete to receive in and, if so, will forward to the Committee for review.

- v. **Public access to submittals.** There may be a possibility of having a list of “in progress” RFAs posted to the Board or Committee website.
- vi. **Notification to RFA submitter of time of review.** It was decided that when the RFA is going to be discussed at a Committee meeting, as much advance notification time will be given to the Submitter as possible. At least one month advance notification will try to be given to the Submitter.
- vii. **Amount of time allotted for Committee meeting for each RFA.** It was decided that the time allotted at the assigned Committee meeting on RFA presentations will be 5 minutes. Thereafter, questions could be asked by the Committee to the submitter.
- viii. **Opportunity for public comment on RFAs (written or at meetings.)** If RFAs are posted on the website, public comments could then be posted, which would then be passed on to the Board for review. Comments could also be heard after presentation of the RFA at the Committee meeting if the Chair determines, based on what has been received and the attendance at the meeting.
- ix. **Information on webpage.** DLI staff is to investigate how much information can be made available on the Board website.

B) Minnesota Plumbing Code

- i. **Review of past approved items of the Plumbing Code Advisory Committee (PCAC) with SONAR.** DLI staff are to put the previously reviewed code amendments in one document in numerical order, with explanation (previously referred to as SONAR) to be put before the Board for vote and then forwarded to the Revisor for the Revisor to put in Revisor’s format. Lamm made a motion and Abrahamson seconded to table discussion until the Committee has had more time to review the previously reviewed codes. Parizek pointed out that the majority of proposed code amendments had previously been reviewed by the Advisory Committee, and it was recommended by the PCAC that these changes be adopted. Parizek then recommended deferring until next meeting, at which time a blanket motion could made to turn over to the Board for vote. A friendly amendment was made by Lamm, seconded by Abrahamson to forward everything reviewed by the Plumbing Code Advisory Committee directly on to the Board with the exception of 4715.2280. The vote was unanimous and the motion passed. A vote was taken on the amended motion. The vote was unanimous and the motion passed. DLI staff will organize proposal in numerical order with explanation and also review written form to confirm that it updates any changes on language since the amendments were last voted on.
- ii. **Items received by DLI, but not reviewed by PCAC.** A motion by Parizek, seconded by Lamm that the Chair will review with DLI Staff any outstanding items for recommendations on what to add to the next Agenda. The vote was unanimous and the motion passed.

- iii. **New Request For Action items.** A list of all outstanding Requests For Action then was reviewed by the Committee.

V. Open Forum

The Minnesota Water Well Association. Kevin Hoppe stated that some of the members of the MWWA are confused about what their license covers, and requested a clarification from the Committee on Chapter 4725, Rule 103(i) are in conflict with what water well workers have been doing in the past. The MWWA would like the Plumbing Board's opinion on what is handled by well workers and what is handled by Plumbers and if there's any overlap in the two codes in regards to the Well Code states that from the pressure side of a system, both well workers and plumbers can do that work. Chapter 103(i) regulates both well drilling and pump installation, but there are questions regarding what is the definition of plumbing work vs. well program work. Also questions arise as to what requires a plumbing bond and license. Justin suggested the MWWA submit a Request For Action, or perhaps put it to the Code Interpretation Committee to see if they can't more clearly identify the Code and whether a code amendment is required or just needs clarifying.

VI. Discussion

No further discussion.

VII. Announcements

- A) Next Regularly Scheduled Meetings:
- i. Wednesday, February 27, 2008, 9:30 a.m. – Minnesota Room, DLI
 - ii. Monday, March 24, 2008, to be determined by Committee. – Minnesota Room, DLI

XI. Adjournment

A motion was made by Parizek, seconded by Lamm to adjourn the meeting. The vote was unanimous and the motion passed. The meeting adjourned at 12:40 p.m.

Respectfully Submitted,

Larry Justin

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