MINUTES
Electrical Code Advisory Committee
May 10, 2016

Members Present

Herbert Gephardt, Electric Contractor, Member
Daniel Martinez, Electric Contractor, Secretary
Shawn Weiss, Relay Engineer, Member
Roger Sheak , Electric Contractor, Chairman
James Dennis, Architect, Member
Derrick Childers, Deputy Building Inspector

Staff Present

Vemesicia Billie, Permit Technician

Others Present

Daniel Anglin, Superintendent of Technical Services,
Charles Ahlgrim, Electrical Inspector,
Kelly Townsend, Electrical Inspector,
Luwil Aligarbes, Senior Distribution Electric Engineer,

1. CALL TO ORDER

The meeting was called to order at 1:34 p.m. by Chairman Sheak. Roll call was taken and there was a quorum to hold the meeting.

2. APPROVAL OF THE AUGUST 11, 2015 MEETING MINUTES

A motion was made by Member Dennis and seconded by Member Weiss to approve the minutes of the August 11, 2015 meeting. This motion passed unanimously by a 6-0 vote.

3. OLD BUSINESS

As stated by Member Shreak, a meeting is still underway to meet with the New Service Administrative Aides in Electric Utility. Communication to expand with New Service Administrative Aides and Contractors. Contractors would like to have the ladies in New Service to come out and view field inspections with Contractors and Electrical Inspectors. To understand their views about scheduling certain inspections. Member Martinez and Member Shreak would like to schedule a meeting in the near future with New Service in Electric Utility. A motion was made by Member Dennis which was seconded by Member Martinez. This motion passed unanimously by a 6-0 vote.

4. COMMUNICATIONS

Stated by Member Childers, Sunguard Electrical Permits will not be permitted online. He informed Sunguard is a computer package Program that is within the City of Farmington. The system interacts with all the City of Farmington Departments within the City.

5. NEW BUSINESS

Member Childers informed the members that the Electrical Inspector's 6 Month Report, shows inspections done by the Electrical Inspectors. Building Inspection has a new Sunguard for permitting Electrical Permits. We are still learning how to retrieve information & numbers for the report.

Meter & Service Guide, has been updated in the Manual and online with Electric Utility. Revised Drawings have been updated. Members overlooked the information and discussed about the revised drawings.

As stated by Member Gephardt the Policy and Procedures for members in the Electrical Code Advisory Committee are to discuss formats, changes, revision before it is approved to be included in the Meter & Service Guide.

Open Meeting Resolutions setting and establishing a regular meeting day throughout the year. Motioned was made by Member Childers and seconded by Member Dennis. This motion passed unanimously by a 6-0 vote.

6. COMPLAINTS

None

7. ADJOURNMENT

Motion to adjourn was made by Member Dennis and seconded by Member Weiss. This motion passed unanimously by a 6-0 vote. The meeting was adjourned at 2:11 PM.

Daniel Martinez, Acting Chairman

Vemesicia Billie, Permit Technician