

**BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS  
FIRE ALARM BURGLAR ALARM AND LOCKSMITH  
ADVISORY COMMITTEE  
MINUTES OF FEBRUARY 19, 2008  
PUBLIC SESSION**

The notice of this meeting was prepared in the Office of the Board and mailed to the Secretary of State, the Star Ledger, the Trenton Times and the Courier Post.

**CALL TO ORDER**

The meeting of the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee was called to order by Chairman Robert Shoremount at 9:30 a.m. in the Hudson Room, Sixth Floor, 124 Halsey Street, Newark, New Jersey. All parties were duly notified of the date, time and location of this meeting and pertinent material was provided to meeting participants.

Attendees recited the Pledge of Allegiance prior to the roll call of members.

**ROLL CALL**

Committee Members Present:

Robert Boyer  
Keith Eaves  
William Hartung  
Charles Okun  
Robert Shoremount  
Jon Sprague

Others Present: Barbara A. Cook, Executive Director  
George DeLuca, Administrative Analyst  
Sally Barletta, Senior Clerk Transcriber  
Angelica Guerrero, Clerk Typist  
Joseph Donofrio, Deputy Attorney General

Committee members Edward Bagniewski, Arthur Fucetola and Richard Rible were unable to attend the meeting.

Members of the Public:

Martin Arnold

**ANNOUNCEMENTS**

The Advisory Committee originally scheduled two investigative inquiries for this meeting:

I/M/O Knapman vs. Alarm King, Norman Adelman  
I/M/O Daniel Ewert

Advisory Committee members were informed that Mr. Adelman confirmed his appearance at 10:00 a.m.

Advisory Committee members were also informed that Mr. Ewert contacted Deputy Attorney General Donofrio prior to the meeting and indicated he has retained counsel and will not appear for an investigative inquiry.

Advisory Committee members have been provided with information with regard to the business address requirement for out of state businesses, including an earlier memorandum prepared by DAG Donofrio.

### **APPROVAL OF MINUTES OF DECEMBER 18, 2007**

Upon review, motion was made by Robert Boyer, seconded by Charles Okun and unanimously passed to approve the Public Session minutes for the December 18, 2007 meeting.

### **APPROVAL OF RECOMMENDATIONS MADE AT THE JANUARY 15, 2008 MEETING**

Motion was made by Robert Boyer, seconded by Jon Sprague and unanimously passed to table discussion of the approval of minutes for January 15, 2008 meeting until the next meeting, scheduled to be held on March 18, 2008.

### **CHAIRMAN'S REPORT**

Chairman Robert Shoremount informed the Advisory Committee that he held a meeting via telephone with members of the State of New York Licensing Board to discuss the alarm and locksmith licensing requirements in both jurisdictions.

### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Barbara Cook informed the Advisory Committee of publication of Prometric's 2008 Candidate Information Bulletin. Motion was made by Keith Eaves, seconded by Charles Okun and unanimously passed to approve the Prometric 2008 Candidate Information Bulletin.

### **ELECTIONS FOR THE OFFICES OF CHAIRMAN AND VICE CHAIRMAN**

The Following nominations were made at the December 18, 2007 meeting:

Chairman - Robert Shoremount  
Vice Chairman - Robert Boyer

Motion was made by Charles Okun, seconded by William Hartung and unanimously passed to close nominations for the Office of Chairman. Following the closing of nominations, motion was made by Jon Sprague, seconded by William Hartung and unanimously passed to affirm the election of Robert Shoremount for the position of Chairman.

Motion was made by Charles Okun, seconded by William Hartung and unanimously passed to close nominations for the Office of Vice Chairman. Following the closing of nominations, motion was made by Charles Okun, seconded by William Hartung and unanimously passed to affirm the election of Robert Boyer for the position of Vice Chairman.

### **REPORT FROM THE CONTINUING EDUCATION SUBCOMMITTEE**

The Advisory Committee reviewed and discussed the request for approval of the continuing education package previously distributed to the Continuing Education subcommittee with regard to the following continuing education:

Sponsor and Instructor: Martin Arnold  
Course Code assigned to all (CodeTECES)  
The following programs were recommended for approval:

Title

- Operating And Changing Combinations On Mechanical Combination Locks (3 hours)

- Troubleshooting And Dialing Diagnostics On Mechanical Combination Locks (3 hours)
- Introduction To Locksmithing (3 hours)
- Introduction To Lock Impression (3 hours)

The instructor for the programs was also recommended for approval.

Sponsor: Technical Services

Titles

The following programs were recommended for approval:

- Life Safety Codes With ADA, 7.5 hours, (Code TECLC)
- ASSA C4 Access Control, 7.5 hours, (Code TECES)
- ASSA High Security Locks, 8 hours, (Code TECLD)

Instructors for the programs were also recommended for approval.

The following seminar was not approved since the content is not applicable to burglar alarm, fire alarm, or locksmith licensing:

- Advanced Shop Management (8 hours)

Review of Continuing Education (Continued)

Sponsor: The Institute For Continuing Education

Titles

The following programs were recommended for approval:

- New Jersey Uniform Construction Code, 3 hours, (TECLC)
- Americans With Disabilities Act, 3 hours, (TECLC)
- Barrier Free Subcode, 3 hours, (TECLC)
- Hazardous Area Installation, 2 hours, (TECSAF)
- Grounding And Bonding, 2 hours, (TECES)
- Fire Alarm System Installation, 1 hour, (TECFA)
- Fiber Optic Cable Installations, 1 hour, (TECES)
- Basic Economics, 1 hour, (TECBUS)
- Cable And Conduit Installation, 2 hours, (TECES)
- Battery And Battery Charges, 1 hour, (TECES)
- 2008 NEC Update, 2 hours, (TECLC)
- Technical Mathematics For The Installer, 2 hours, (TECES)
- Installation Safety, 1 hour, (TECSAF)
- CPR Heartsaver Adult, 4 hours, (TECSAF)
- First Aid, 3 hours, (TECSAF)

Instructors for the programs were also recommended for approval.

The following seminars were not approved since the content is not applicable to burglar alarm, fire alarm, or locksmith licensing:

- Harmonics (1 hour)
- Emergency Systems (1 hour)
- Class 1 Remote Control CKTS (1 hour)
- Class 2 And 3 Remote Controls (1 hour)
- Communications Systems (1 hour)

- Arc Fault And Ground Fault Interrupters (1 hour)
- UPS Systems (1 hour)
- Lighting (1 hour)

Motion was made by Charles Okun, seconded by Robert Boyer and unanimously determined approve the continuing education programs recommended for approval by the Continuing Education subcommittee.

### **REVIEW OF PROPOSED LEGISLATION**

- Assembly Bill A-1032, Exempts Certain Low-Voltage Installation From Electrical Contractor Licensing Requirements
- Senate Bill S-548, Creates State Board Of Examiners For Fire Sprinkler Fitters And Establishes New Qualifications For Persons Installing Fire Sprinkler Systems

Upon review and discussion, The Advisory Committee determined not to comment on Assembly Bill A-1032 or Senate Bill S-548 at this time.

### **REVIEW OF REVISED UNSUPERVISED EMPLOYEE APPLICATION**

The Advisory Committee reviewed the most recent revision of the Unsupervised Employee Application and suggested that the sections containing requirements for unsupervised alarm and locksmith employees be titled, in bold lettering, "Requirements for Unsupervised Alarm Employee" and "Requirements for Unsupervised Locksmith Employee".

### **PUBLIC COMMENTS**

Martin Arnold, a locksmith licensee, inquired whether the Advisory Committee has attempted to replace a locksmith Committee member who has not attended monthly meetings for more than one year and who has not attended many meetings during previous years. Chairman Shoremount responded that the Advisory Committee has notified the Division of Consumer Affairs Director's office numerous times with regard to the Committee member's absenteeism but has been unable to replace the Committee member.

### **REVIEW OF APPLICATIONS FOR ALARM AND LOCKSMITH LICENSES**

The Advisory Committee did not review the applications of individuals seeking alarm and locksmith licenses at this meeting.

### **REVIEW OF APPLICATIONS FOR ALARM AND LOCKSMITH BUSINESS LICENSES**

The Advisory Committee reviewed the applications of alarm and locksmith businesses seeking business licenses at this meeting.

### **ADJOURNMENT**

Having no further business, motion was made by Keith Eaves, seconded by Charles Okun and unanimously passed to adjourn the Public Session at 11:30 a.m.

Respectfully Submitted,

Barbara A. Cook  
Executive Director