

**BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS
FIRE ALARM BURGLAR ALARM AND LOCKSMITH
ADVISORY COMMITTEE
MINUTES OF DECEMBER 16, 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 9:45 a.m. in the Essex Room, Seventh 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:

Edward Bagniewski
Robert Boyer
Keith Eaves
Arthur Fucetola
William Hartung
Charles Okun
Robert Shoremount
Jon Sprague

Others Present:

George DeLuca, Administrative Analyst
Sally Barletta, Senior Clerk Transcriber
Angelica Guerrero, Clerk Typist
Joseph Cantalupo, Member, Board of Examiners of Electrical Contractors
Joseph Donofrio, Deputy Attorney General

Committee member Richard Rible was unable to attend the meeting.

Chairman Shoremount asked for a moment of silence to pay respect to former Executive Director Barbara A. Cook. Mrs. Cook passed away on December 2, 2008.

ANNOUNCEMENTS

Lawrence DeMarzo, Deputy Director, and Francine Widrich, Management Improvement Specialist, will visit this morning during Executive Session to discuss operational and licensing issues which have been recently identified or have been ongoing, with the Committee.

The Division of Consumer Affairs has asked that the Committee vacate the Hudson room for the January 20, February 19 and March 17, 2009 meetings. Meetings for those dates will be held in the Essex room.

Staff has prepared approximately ten (10) individual license applications and eight (8) business license applications for the Committee's review. Currently, there are 48 business license applications which have been approved since September 2008. Of those, 21 applications are "open" pending receipt of license fees

and 27 applications are pending issuing of business license numbers.

CHAIRMAN'S REPORT

Chairman Shoremount informed the Advisory Committee that he reviewed a New Jersey Department of Labor website for licensed occupations and that the website contains inadequate information with regard to Fire Alarm, Burglar Alarm and Locksmith licensing and scopes of practice.

APPROVAL OF MINUTES OF NOVEMBER 18, 2008

Upon review of the minutes of November 18, 2008 Public Session, motion was made by Robert Boyer, seconded by Keith Eaves and unanimously passed to correct the following:

page three (3), paragraph five (5) and page four (4), paragraph one (1)

Sponsor: Ingersoll Rand Security Technologies

- A summary of each instructor's qualifications is included in the package

Title

- ABC's Of Access Control 1 hour (TECES)
- Biometrics Access Control Overview 1 hour (TECES)
- Basic Electrified Hardware 2 hours (TECES)
- Balanced Fire Protection 1 hour (TECFA)

APPROVAL OF MINUTES OF NOVEMBER 18, 2008

Continued

- Basic Hardware: Locks, Exit Devices & Keying 1 hour (L/C)TECLD
- Basic Hardware Part 1 - Product 1 hour (TECLS) TECLD
- Intro To Biometrics 1 hour (TECES)
- Mortise Lock Features & Benefits 1 hour (TECLS) TECLD
- * - Code Requirements Pertaining To Door Hardware 1 hour (L/C)TECLD
- Electrified Hardware 1 hour (TECES)
- Electronic Access Control & Security Systems 1 hour (TECES)
- Grade 1 Cylindrical Lockset Features And Benefits 1 hour (TECLS) TECLD
- Intro To Biometrics 1 hour (TECES)
- Mortise Lock Features & Benefits 1 hour (TECLS) TECLD
- Physical Security/Access Control Program 2 hours (TECES)
- Portable Security Features And Benefits 1 hour (TECLS) TECLD
- * - Positive Pressure 1 hour (L/C) TECLD
- Specifying Door Hardware 1 hour (TECLS) TECLD
- Specifying Electrified Hardware 1 hour (TECLS) TECLD
- Specifying Electrified Hardware 2 1hour (TECES)
- Taking The Hard Out Of Finish Hardware 1 hour (TECES)
- Wireless Access Control 1 hour (TECES)

REPORT FROM THE CONTINUING EDUCATION SUBCOMMITTEE

Sponsor: Elite CEU (Sponsor # FBLSP008)

- Kaleb Brashear has previously been approved as an instructor

Title

- Introduction To Safe Opening 2 hours (TECLD)
- Advanced Safe Opening 2 hours (TECLD)
- Guide To CCTV Lighting 2 hours (TECLD)

Sponsor: Merle Margolese

- The Resume' for Merle Margolese is enclosed

Title

- Communication Skills 2 hours (BUS)
- A - COUNT - ABILITY 2 hours (BUS)

REPORT FROM THE CONTINUING EDUCATION SUBCOMMITTEE Continued

- Unlocking The Secrets To Growing Your Business 2 hours (BUS)
- Let's Get Organized 2 hours (BUS)
- RIDE THE SUCCESS EXPRESS, PART ONE 4 hours (BUS)
- RIDE THE SUCCESS EXPRESS, PART TWO 4 hours (BUS)
- SUCCESS EXPRESS 8 hours (BUS)

Sponsor: KABA Access Control

- The Resume' for Rick Shuford is enclosed

Title

- Simplex Mechanical Pushbutton Lock Certification Seminar
8 hours (TECLD)
- E- PLEX 3000 & E-PLEX 5000 Electronic Lock Certification Seminar
8 hours (TECLD)
- E-PLEX 5200/5700 Lock/Advanced ACS Software Certification Seminar
8 hours (TECLD)

The instructors for the continuing education programs were also approved by the Subcommittee.

Motion was made by Robert Boyer, seconded by Charles Okun and unanimously passed to approve the recommendations made by the Continuing Education Subcommittee.

CORRESPONDENCE

Information With Regard To The Practice Of Unlicensed Locksmithing

David Szuchman, Director, Division Of Consumer Affairs
Tim Mc Mullen, Legislative Manager, Associated Locksmiths Of America

The Advisory Committee reviewed and discussed correspondence received from David Szuchman, Director, Division of Consumer Affairs and Tim Mc Mullen, Legislative Manager, Associated Locksmiths of America with regard to the practice of unlicensed locksmithing.

CORRESPONDENCE SENT TO BUSINESS LICENSEES

- Business License Certificate (Copy) And Advertising Instructions, 11/24/08

The Advisory Committee reviewed and discussed correspondence sent November 24, 2008 to the business licensees with regard to Business License Certificate (copy) and Advertising instructions.

CORRESPONDENCE Continued

- Business License Advertising Instructions, 12/8/08

The Advisory Committee reviewed and discussed correspondence sent December 8, 2008 to the business licensees with regard to Business License Advertising regulations and instructions.

FOR THE ADVISORY COMMITTEE'S INFORMATION

Division Of Law Billing Report For The First Quarter Of Fiscal Year 2009

The Advisory Committee reviewed the Billing Report provided by the Division of Law for the first quarter of fiscal year 2009. The report indicated that 48.4 hours for Deputy Attorney General and Paralegal services were accrued during the quarter for a total of \$5,338.22.

Motion was made by Charles Okun, seconded by Keith Eaves and unanimously passed to adjourn the Public Session at 10:30 a.m. and proceed into Executive Session.

Motion was made by Edward Bagniewski, seconded by Charles Okun and unanimously passed to adjourn the Executive Session at 2:00 p.m. and proceed into Public Session.

REVIEW OF APPLICATIONS FOR ALARM AND LOCKSMITH LICENSES

The Advisory Committee reviewed the applications of alarm and locksmith applicants 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 Jon Sprague and unanimously passed to adjourn the Public Session at 2:30 p.m.

Robert Shoremount
Chairman