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Secretary

Thomas G. Gatzunis, P.E.
Commissioner

Minutes

**Elevator Study Commission
One Ashburton Place, Room 1301
January 21, 2015, 10:00AM**

1. Members Present:

Anne Powers
Thomas Gatzunis
Walter Zalenski
Jeffrey Handibode
George Ramian
Alexander MacLeod
Edward Slein
Jeffrey Halley
Neil Mullane
Doug Cullington

Beth McLaughlin (Counsel to Commission)
Theresa McEachen Administrative Support

2. Commissioner Gatzunis introduced members of the Commission.

3. Review of Open Meeting Law/Conflict of Interest:

The Open Meeting Law requirements were discussed and examples of what may constitute a violation were provided.

4. Vote for Remote Participation

There was a unanimous vote in favor of remote participation under certain circumstances.

5. Review of Commission's charge

A hard copy was distributed to all members and there was a discussion amongst the Commission.

6. Review of Chief's recommendations

A PowerPoint presentation of the Elevator Division was given by Walter Zalenski, Chief of Inspections.

Civil Fines associated with elevator units out of compliance is currently suspended while new regulations are drafted. Scheduling issues, changes in frequency of inspections and fees were discussed. The inspections of elevators now results in higher failed inspections due to mechanics no longer on site at buildings. The DPS has increased the number of inspectors and as a result has increased the number of inspections completed by the Department. DPS will re-evaluate the scheduling and inspection process and will determine what changes are needed to address the inspection backlog. DPS requested recommendations from members on how to improve the inspection process.

7. New Business

The new DPS software is scheduled to roll out in spring 2015. This will change the way the Department schedules elevator inspections.

8. Schedule Next Meeting

Next meeting scheduled for Wednesday, February 11, 2015 @ 10:00 a.m. Any recommended topics or agenda items to be submitted by January 30, 2015.

Motion to adjourn: Jeffrey Handibode

Vote: 10-0 in favor

Meeting concluded at 11:55 a.m.

Minutes prepared by Theresa McEachern