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**Commonwealth of Massachusetts
Division of Professional Licensure
Office of Public Safety and Inspections**

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Minutes

**Bureau of Pipefitters, Refrigeration Technicians, and Sprinkler Fitters
Division of Professional Licensure
1000 Washington Street, Room 1D
Boston, MA 02118
January 15, 2020, 10:00 AM**

1. Meeting called to order by the Chair at 10:03 AM, followed by roll call, the Chair asked that members identify themselves and whom they represent:

Bureau Members Present:

David F. Sullivan, Chair
Frank Norton, Boston Refrigeration Contractors
Sharon Orr, Mechanical Engineer
Dan Dumont, NE Mechanical Contractors
Scott King, Pipefitter Member
Allan Berry, Refrigeration Technician Member
Justin Fishlin, Sprinkler Fitter Member

Bureau Members Not Present:

VACANT, Public Member
Brian Kelly, Mass. Building/Construction Trades
John Viola, Sprinkler Contractor Member
Pauline Lally, User Member

2. **Minutes:** The draft minutes from the November 20, 2019 Bureau meeting were reviewed. **Motion to approve the minutes made by Justin Fishlin, seconded by Allan Berry; motion passed by unanimous vote.**
3. **Review of the following applications to examine:**

Daniel Doe (RT) – Approved

Application to examine for Refrigeration Technician's license submitted by Daniel Doe was considered. Mr. Doe was not present at the time of his application's review but was available through conference call. Mr. Doe worked over 4,000 hours on commercial and industrial systems for DebonAir Mechanical in Florida and completed his schooling through the Northeast Technical Institute (the Northeast Technical Institute is not a Bureau approved school). When questioned by the Bureau members about Florida's licensing requirements, Mr. Doe noted that there is no refrigeration license in Florida, just the requirement to hold the EPA Universal certification. **Motion to approve the application made by Frank Norton, seconded by Allan Berry; motion passed by unanimous vote.**



Alex Caton (RT) – Approved

Application to examine for Refrigeration Technician’s license submitted by Alex Caton was considered. Mr. Caton was present at the time of his application’s review. Mr. Caton has worked over 11,500 hours in Refrigeration Service and Install for Hussmann Services Corporation in New Hampshire. Mr. Caton also completed the US Department of Labor Apprenticeship Program as a Refrigeration Mechanic and completed his schooling through the Motoring Technical Training Institute, a Bureau approved school.

Motion to approve the application made by Frank Norton, seconded by Allan Berry; motion passed by unanimous vote.

Frederick Skaff, III (RT) – Approved

Application to examine for Refrigeration Technician’s license submitted by Frederick Skaff, III was considered. Mr. Skaff was present at the time of his application’s review. Mr. Skaff worked in New Hampshire on refrigeration equipment, over 10 tons, since 1980. Mr. Skaff also completed his schooling through the New England Institute of HVAC, a Bureau approved school.

Motion to approve the application made by Allan Berry, seconded by Frank Norton; motion passed by unanimous vote.

4. Discussion on promoting approved Bureau frameworks to vocational and private schools

- The Chair addressed the Bureau members regarding the use of the approved Bureau frameworks for use by private schools. The Chair acknowledge the success that the MGL c. 74 Vocational Technical School Refrigeration Programs have had in getting approved by the Bureau by using the frameworks and wants to make these frameworks available for use by private schools seeking Bureau approval.
Motion to make the Bureau approved frameworks available for use by private schools made by Dan Dumont, seconded by Justin Fishlin; motion passed by unanimous vote.
- On the matter of OPSI staff approving MGL c. 74 Vocational Technical School Refrigeration Programs, the Bureau members were informed that the following 18 vocational schools were approved, 5 of which are first time applicants:
 - Assabet Valley Regional Technical High School
 - Bay Path Regional Vocational Technical High School
 - Blackstone Valley Regional Vocational Technical High School
 - Bristol-Plymouth Regional Technical School
 - Cape Cod Regional Technical High School (NEW)
 - Diman Regional Vocational Technical High School
 - Essex North Shore Agricultural & Technical School
 - Greater Lawrence Technical High School
 - Greater Lowell Technical High School
 - Leominster Center for Technical Education Innovation (NEW)
 - Madison Park Technical Vocational High School (NEW)
 - Montachusett Regional Vocational Technical School (NEW)
 - Pathfinder Regional Vocational Technical High School
 - Shawsheen Valley Technical High School
 - South Shore Vocational Technical High School
 - Upper Cape Cod Regional Technical High School (NEW)
 - Whittier Regional Vocational Technical High School
 - Worcester Technical High School

5. Jurisdictional Report by the Office of Public Safety and Inspections

Daniel Kilburn presented the OPSI jurisdictional report for the month of December. Mr. Kilburn informed the Bureau members that a total of \$2,250 in fines were issued for Bureau license related violations. Mr. Kilburn acknowledged that there was a focus on an ice skating rink with Bureau violations that resulted in a referral to the Council on the Underground Economy. As a result, the company in violation lost the contract to the skating rink. The General Contractor reached out to Mr. Kilburn and expressed his appreciation for seeing the enforcement of licenses.

6. Matters not reasonably anticipated 48 hours in advance of meeting

- The Chair informed the members of the Bureau the Henry Mattuchio, the Deputy Director for the Division of Apprenticeship Standards, is leaving his position and recommended that Bureau addresses his departure on the meeting agenda.
- Sharon Orr inquired on the status of the draft 528 CMR. Charles Kilb, Bureau Counsel, informed the Bureau members that the draft is under review by the Executive Office for Administration and Finance and hopes to have more information soon.

7. Meeting adjourned at 10:23 AM by unanimous consent.

The next meeting of the Bureau of Pipefitters, Refrigeration Technicians, and Sprinkler Fitters will be on Wednesday, February 19, 2020 at 10:00 AM. The meeting will be held at the Division of Professional Licensure, 1000 Washington Street, Room 1D, Boston, MA 02118.

List of Documents/Exhibits Used at this Meeting

- a. Draft minutes from the Bureau meeting on November 20, 2019
- b. RT Application – Daniel Doe
- c. RT Application – Alex Caton
- d. RT Application – Frederick Skaff, III
- e. Bureau of Pipefitters, Refrigeration Technicians, and Sprinkler Fitters – Compliance Inspection Report (January 15, 2020)