

**NORTH DAKOTA STATE PLUMBING BOARD
SPECIAL MEETING MINUTES
December 6, 2021**

The North Dakota State Plumbing Board met on December 6, 2021 at 2:45 p.m., at 1120 College Drive Suite 105, Bismarck, ND. President Heather Jones presided.

Board members present were David Bruschwein – Department of Environmental Quality, Jason Dirk – Journeyman Plumber, Jim Fristad – Mechanical Engineer (via Google Meet) Heather Jones – Consumer Member and Luke Tillema – Master Plumber (via Google Meet).

Staff members present were Brent Beechie – Chief Inspector and Kimberley Tomanek – Business Manager.

Also present were Alan Peltz, Sannon Norick, Casey Gruman and Mehak Vasal – Prominent.

OLD BUSINESS

Content Management System and Website

President Jones called on Ms. Tomanek to discuss the Content Management System and Website.

Ms. Tomanek explained that on November 1st she met with several individuals from Prominent and North Dakota Information Technology Department (NDITD). During the meeting, compliance with the state's requirements were discussed, along with hosting waivers, the state's user authentication methods (single sign-on), incorporating the state banner on the website and changing the domain from .com to .gov. Ms. Tomanek went on to say that the definition of an agency in the North Dakota Century Code does not include boards and commissions, so the Board is not bound to the requirements, but may still choose to use NDITD services. She added that NDITD still recommends that a .gov is used, that the Board incorporates the State banner on the website and to utilize the state's user authentication methods (single sign-on). Ms. Tomanek stated that these items were not included in the original scope of the project so a Change Request (CR-1) was completed that would address the recommendations from NDITD.

Ms. Tomanek indicated that she has also had discussions with Bank of North Dakota (BND) about the Paymentus system, which will be the system the Board will be utilizing for credit cards and digital wallet options for online or in person payments. She was told that part of the Paymentus implementation process includes weekly meetings with BND, JP Morgan Chase, Paymentus, and Prominent. At the time that Prominent prepared the Solutions Road Map, the 20-week implementation process and weekly meetings were not

included in the scope of the project. Ms. Tomanek went on to say that a few other items that were not included in the scope of the project that included duplicate licensing logic, being able to purchase more than one item in a single transaction, and advanced Inspector District Map and the Paymentus integration are outlined in Change Request (CR-2).

The Prominent staff presented CR-1 and CR-2 in detail, outlining the changes, reasons for the change and the impact of the change.

There was discussion among the board members, board staff and Prominent staff about the various options and the recommended steps to proceed. It was the general consensus of the Board to approve CR-1 and CR-2.

MOTION: Mr. Tillema made a motion to approve CR-1 Single Sign-On, .gov, and the State Banner being added to the new Board website. Mr. Bruschwein seconded the motion and it was unanimously approved with board members Bruschwein, Dirk, Fristad, Jones, and Tillema voting in favor.

MOTION: Mr. Dirk made a motion to approve CR-2. Mr. Tillema seconded the motion and it was unanimously approved with board members Bruschwein, Dirk, Fristad, Jones, and Tillema voting in favor.

NEW BUSINESS

Approval of Apprentice Plumber Application

President Jones called on Ms. Tomanek to review the Apprentice Plumber Application.

Ms. Tomanek said Isaiah Davis submitted a 1st Year Apprentice Plumber application on November 19, 2021. The felony question on the application was marked no, but when a search on ND Courts was completed, it was found that Mr. Davis was convicted of three counts of burglary which are Class C felonies. She continued by saying that an email was sent to Mr. Davis and copied to his employer, Les Schweigert at Accel Mechanical, asking for clarification of the application and felonies. The email also requested an explanation of the convictions. Ms. Tomanek stated that Mr. Davis and Mr. Schweigert both indicated that it was an error and Mr. Davis provided an explanation in regards to the conviction. Also included in the packet is an email of support from Mr. Schweigert and two other emails of support recently received from Michael at Superior Mushroom, LLC and Destany Carroll, who appears to be a personal acquaintance. She ended by saying that Mr. Davis did spend time in confinement and completed the subsequent parole.

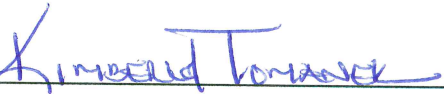
MOTION: Mr. Fristad made a motion to approve the Apprentice Plumber application with the condition that any future criminal offenses be reported by the employer and probation officer to the North Dakota State Plumbing Board.


Mr. Dirk seconded the motion and it was unanimously approved with board members Bruschein, Dirk, Fristad, Jones, and Tillema voting in favor.

ADJOURNMENT

MOTION: Mr. Tillema made a motion to adjourn the meeting. Mr. Fristad seconded the motion and it was unanimously approved with board members Bruschein, Dirk, Fristad, Jones, and Tillema voting in favor.


The meeting adjourned at 3:47 p.m.

Attest 


Consumer Member


Department of Environmental
Quality


Journeyman Plumber


Master Plumber

Mechanical Engineer