

**NORTH DAKOTA STATE PLUMBING BOARD
SPECIAL MEETING MINUTES
March 4, 2022**

The North Dakota State Plumbing Board met on March 4, 2022 at 2:30, via a video conference call. President Heather Jones presided.

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

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

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 during the user acceptance testing (UAT) portion of the project, there were 26 additional features deemed necessary and essential for the content management system. She presented CR-3 in detail, outlining the additional features and reasons for the additions.

There was discussion among the board members and board staff about the various options and the recommended steps to proceed. It was the general consensus of the Board to approve CR-3.

MOTION: Mr. Fristad made a motion to approve CR-3. Mr. Dirk seconded the motion and it was unanimously approved with board members Bruschwein, Dirk, Fristad, Jones, and Tillema voting in favor.

ADJOURNMENT

The meeting adjourned at 2:55 p.m.

Attest Kimberly Tomkowiak

[Signature]
Consumer Member

[Signature]
Department of Environmental
Quality

Journeyman Plumber

[Signature]
Master Plumber

Mechanical Engineer

ADJOURNMENT

The meeting adjourned at 2:55 p.m.

Attest _____

Consumer Member

Department of Environmental
Quality

Journeyman Plumber

Master Plumber

 PE

Mechanical Engineer