

**NORTH DAKOTA STATE PLUMBING BOARD
SPECIAL MEETING MINUTES
October 18, 2021**

The North Dakota State Plumbing Board met on October 18, 2021 at 1:00 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.

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

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

INTRODUCTION OF NEW BOARD MEMBER

Mr. Beechie introduced and welcomed the new Board member, Luke Tillema. Mr. Tillema will serve as the Master Plumber on the North Dakota State Plumbing Board.

OLD BUSINESS

Content Management System and Website

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

Ms. Tomanek said that the team at Prominent put together several options for the Board to consider for the new Website and Content Management System, which will be presented by the Prominent staff.

Mr. Peltz, Mr. Norrick and Mr. Gruman presented the three options for the Board. The first would be a total custom build of the Website and Content Management System. The second option includes part custom build and part off the shelf program, with additional upgrades. The third option includes part custom build and part off the shelf program with upgrades that only addressed the most valuable products.

There was discussion among the board members and staff about the various options on how to proceed. It was the general consensus of the Board to approve Option 2, which is a hybrid custom build.

MOTION: Mr. Fristad made a motion to approve Option 2, the hybrid custom build for the new Website and Content Management System. Mr. Tillema seconded the motion and it was unanimously approved with board members Bruschwein, Dirk, Fristad, Jones, and Tillema voting in favor.

ADJOURNMENT

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

The meeting adjourned at 1:57 p.m.

Attest Kimberly Tomaker

[Signature]
Consumer Member

[Signature]
Department of Environmental
Quality

[Signature]
Journeyman Plumber

[Signature]
Master Plumber

Mechanical Engineer