

**ELEVATOR INSTALLATION, REPAIR AND MAINTENANCE WORK EXAMINING
BOARD
Meeting Minutes
December 21, 2023**

Chairman DeRosa called the meeting to order at 9:22 am via Microsoft Teams.

BOARD MEMBERS PRESENT

John R. DeRosa, Jr., Acting Chairperson, Elevator Craftsman
Paul Farnsworth, Unlimited Contractor
Todd Johnston, Public Member

BOARD MEMBERS NOT PRESENT

Peter Kalousdian, Unlimited Contractor
Thomas J. O'Reilly, Unlimited Contractor
Michael Griffin, Elevator Craftsman

DCP STAFF PRESENT

Jason Cohen, Director of Operations
John Mesner, Occupational Trades Manager
Janita Hamel, Supervising Special Investigator
Rachelle Hyburg, Board Coordinator
James Rocco, Staff Attorney
Anna-Elizabeth Villard-Howe, Staff Attorney
Ryan Burns, Legal Program Director

PUBLIC PRESENT

None.

Note: The administrative functions of the Boards, Commissions and Councils are carried out by the Department of Consumer Protection. For more information, refer to DCP Agency website: www.ct.gov/dcp.

REVIEW OF PREVIOUS MEETING MINUTES:

- Review of September 28, 2023, Meeting Minutes.

Board Member Farnsworth made a motion to approve the minutes with the amendment of adding the board members that were not in attendance. Board Member Johnston seconded the motion. The motion passed (2-0-1).

DCP INVESTIGATION DIVISION COMPLAINT STATUS REPORT:

- New reports will be run in January.
- Investigations department has some new investigators on the team.

OLD BUSINESS:

- Application Review Question
 - Ryan Burns explained that Application Reviews are only available for boards that entered MOU's.
 - Board member Farnsworth made a motion that Chairman DeRosa contact the DCP Commissioner along with one other board member, to fully discuss application reviews. Board Member Johnston seconded the motion. The motion passed unanimously.

NEW BUSINESS:

- 2024 Meeting Schedule
 - 3/21/2024
 - 6/20/2024
 - 9/19/2024
 - 12/19/2024

CORRESPONDENCE:

- None

CONCERNS OF ANY PERSON PRESENT TODAY:

- Chairman DeRosa was inquiring about PSI exam results for all licenses between the dates of 6/1/2023-12/31/2024.
- Board Member Farnsworth noted that there are 2 Public Member vacancies for the board.
- Board Member Johnston made a motion that the next Elevator Service Repair Board meeting be held in-person. Board Member Farnsworth seconded. The motion passed unanimously.
- Legal Program Director, Ryan Burns, introduced the department's two new attorneys and announced he will be leaving DCP in January 2024.

ADJOURNMENT:

Chairman DeRosa adjourned the meeting at 9:42 am.

Respectfully submitted,
Rachelle Hyburg
Board Coordinator

2024 Scheduled Meetings

March 21
June 20
September 19
December 19