

**ELEVATOR INSTALLATION, REPAIR AND MAINTENANCE WORK  
EXAMINING BOARD**

**Meeting Minutes  
March 20, 2025**

Chairman DeRosa called the meeting to order at 9:02 am via Microsoft Teams.

**BOARD MEMBERS PRESENT**

Paul Farnsworth, Unlimited Contractor

Todd Johnston, Public Member

John R. DeRosa, Jr., Acting Chairperson, Elevator Craftsman

**BOARD MEMBERS NOT PRESENT**

Peter Kalousdian, Unlimited Contractor

Michael Griffin, Elevator Craftsman

Thomas J. O'Reilly, Unlimited Contractor

**BOARD VACANCIES**

(2) Public Members

**DCP STAFF PRESENT**

Rachelle Hyburg, Board Coordinator

John Mesner, Occupational Trades Manager

Janita Hamel, Supervising Special  
Investigator

**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](http://www.ct.gov/dcp).

## **REVIEW OF PREVIOUS MEETING MINUTES:**

- Review of the previous meeting minutes:
  - September 19, 2024
    - Board Member Farnsworth made a motion to approve. Board Member Johnston seconded the motion. The motion passed (2-0-1).  
Abstention: Chairman DeRosa
  - December 19, 2024
    - Board Member Farnsworth made a motion to approve with the correction to the meeting start time. Board Member Johnston seconded the motion. The motion passed unanimously.

## **DCP INVESTIGATION DIVISION COMPLAINT STATUS REPORT:**

- 01.01.2025-02.28.2025
  - New: 0
  - Closed: 1

## **OLD BUSINESS:**

- Update from Chairman DeRosa on Application Review Conversation
  - Chairman DeRosa noted that there have not been any changes with having the Board assist with application reviews.
- Discussion on Injuries and Fatalities Related to the Elevator Industry
  - No further discussion

## **NEW BUSINESS:**

- Review of Licensing Requirements
  - Chairman DeRosa noted that a thorough discussion on the regs and statutes with the rest of the board would be beneficial. He proposed that this review happen at the June 26<sup>th</sup> meeting and changing the meeting to in-person.
    - Board Member Farnsworth moved to change the June 26<sup>th</sup> meeting to in-person. Board Member Johnston seconded the motion. The motion passed unanimously.

**CORRESPONDENCE:**

- None

**CONCERNS OF ANY PERSON PRESENT TODAY:**

- None

**ADJOURNMENT:**

Board Member Farnsworth made a motion to adjourn the meeting. Board Member Johnston seconded the motion. The motion passed unanimously. Chairman DeRosa adjourned the meeting at 9:20 am.

Respectfully Submitted,  
Rachelle Hyburg  
Board Coordinator

**2025 Scheduled Meetings**

June 26 – in-person

September 18

December 18