

**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.

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 seconded 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 26th meeting and changing the meeting to in-person.
 - Board Member Farnsworth moved to change the June 26th 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