



STATE ELECTRICAL BOARD

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Program
Director

UPDATES FROM THE PROGRAM DIRECTOR

By Mark Browne, Electrical and Plumbing Board Program Director

These past two years as the Program Director have shown me just how professional electricians are in the State of Colorado. During my time as the Program Director, I have traveled throughout the state meeting industry leaders and individual electricians, listening to concerns and answering questions pertaining to the electrical industry as a whole. On my first day on board with DORA I sat in on the first Continuing Competency (CC) workgroup on July 27, 2009. Almost two years later, our third party vendor Pearson VUE will have the Continuing Competency Assessment ready for licensed electricians on July 1, 2011.

This has been a lengthy process and DORA has made it a priority to listen to the industry by making legislative outreach trips throughout the state in order to present the requirements for the Continuing Competency Assessment. By also creating the CC workgroup we were able to bring in different industry groups and leadership from all parts of the state that brought to the table specific concerns when drafting the CC rules. It was the goal of the CC workgroup and of the Electrical Board to not only follow the intent of HB 09-1136, which contained the CC legislation, but to also see ways to make this new requirement as smooth of a process for licensees as well. The CC workgroup was comprised of industry stakeholders from all different aspects of the electrical and construction industry. The following is a link that will show the minutes of the CC workgroup and the composition of the group: www.dora.state.co.us/electrical/board. Multiple compromises were met to make sure this transition would be smooth for urban and rural residents of Colorado, as well as licensees who live out of state.

The electrical program area has made it a priority to get the word out to the industry in order to make sure all licensees understand the new requirements of Continuing Competency. Starting in the Fall of 2009 myself and the program area supervisors have made numerous trips throughout the state in order to spread the word of CC and how it will benefit the electrical industry as well as consumers. During our legislative outreach trips we listened to the stakeholders and made sure potential issues that were addressed by the attendees were also addressed in the rulemaking hearings we held for CC. Because best professional practices and the National Electrical Code (NEC) change rapidly, entry-level minimum competence can quickly become obsolete. As a result, safe practice is dependent upon the Continuing Competency of regulated electricians. The Colorado State Electrical Board is committed to promoting the professional development of licensed electricians in Colorado.

Board Members

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George A. Nightingale
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Journeyman Electrician

Jerry L. Coffee
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Michael Dell'Orfano
Public Member

Robin L. Kittel
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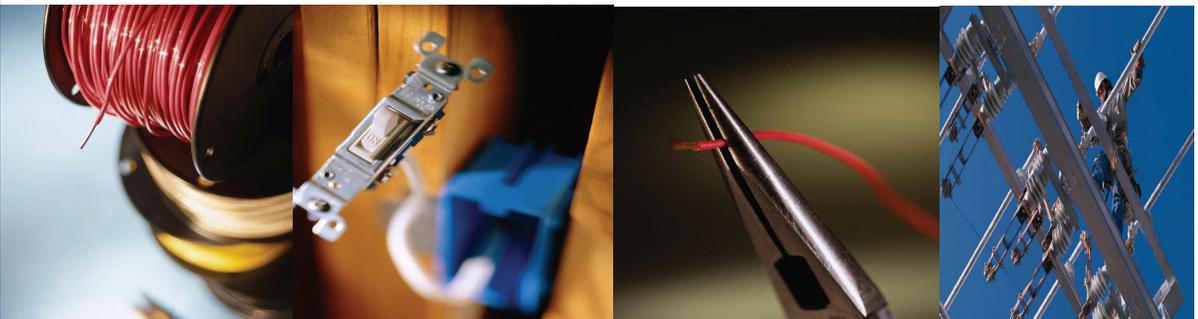
John T. McCord III
Master Electrician

Contact us:

State Electrical Board

1560 Broadway, Suite
1350
Denver, Colorado 80202
Phone: 303-894-2300

[www.dora.state.co.us/
electrical](http://www.dora.state.co.us/electrical)



STAY INFORMED!

The Division wants to keep you informed of upcoming renewal, legislation, events and other information that impacts your profession. In order to do this more efficiently we have implemented "DORA eUpdates" and we look forward to providing more of these in the future. These eUpdates are sent to the email address in our licensing system for each active licensee. To update or add your email address, log into [Registrations Online Services](#).



**Consumer protection
is our mission**

EXPIRED PERMITS

By Steve Conrad, Colorado State Chief Inspector

It has been brought to the Board's attention that some contractors and homeowners have expired permits that were never completed for one reason or another. Some appear to be just forgotten about and never finished, some have disapproved inspections that may or may not have been corrected but were not recalled for inspection and some have fees pending that were never paid.

Regardless of the reason, these permits require attention. I expect some of these structures are already occupied which will make it more difficult for an inspection to occur.

The fines for not correcting code violations within a reasonable time (30 days as determined by the Board) begin at \$450 and go up to \$2,000 per day for the 3rd or higher offense.

To clear existing expired permits, we will be waiving the potential fines for failing to correct violations until October 31, 2011 from the date of this newsletter as a good faith attempt to give everyone a clean slate. Please check your records to see if you have old permits that may have become expired and contact your inspector to get them closed. Pending Fees (reinspection fees, additional fees) must be paid prior to putting in an inspection request.

Currently an email is sent to both the contractor and inspector 30 days prior to a permit expiring. This should allow for ample time to finish inspections or get a short extension on the permit. Permit extensions of up to 6 months may be granted through this office if requested prior to permit expiration. You will also notice any expired permits will be showing in your default/open permit screen in red similar to a fee pending permit.

If you are contracting only for the rough portion of a job or it looks like a lengthy delay will take place between a rough inspection and the fixture setting, ask your inspector to close the existing permit so a trim permit may be issued when needed. Again, please take time to check your records for any expired permits and address them in the next ninety days. Renewal of your contractor registration may be withheld until these expired permits are closed.

Here is a brief description of the actions that will be taken for expired permits.

1. Expired permit with completed roughs and an additional finalized/closed trim permit by same contractor, different contractor or homeowner:
Action: Permits will be linked by DORA Staff, please provide any information that will assist staff in this process.
(Trim permit will be required if one has not been issued.)
2. Expired permit with incomplete roughs:
Action: New permit must be purchased, request inspections.
3. Expired permit with incomplete roughs having a disapproved inspection report:
Action: New permit must be purchased, correct disapproved inspection items, request inspections.
4. Expired permit with incomplete roughs having a disapproved inspection report with pending fees (reinspection or additional):
Action: Pay pending fee, purchase new permit, correct disapproved inspection items, request new inspection.

These actions will apply to permits that expired on or after January 1, 2008 forward.

HOW ARE RENEWAL FEES SET?

By law, the Board must operate strictly with funds collected from the persons it regulates, with no support from the State's General Fund. The Colorado Legislature determines the budget for the Board. Once the Legislature sets the budget, the money must be raised through fees. The good news is that these fees are evaluated each year. Therefore, they are modified depending on how much money is anticipated to be received through the licensure and renewal processes and what the anticipated expenditures are expected to be. The primary obligation is to protect consumers and the operations of the Board are focused to ensure it can work diligently to do so.

HAVE YOU CHANGED YOUR MAILING ADDRESS?

It is imperative that you keep your contact information updated with the Division. The Division mails renewal notices and other information to you at the last address furnished to us. Failure to receive a renewal notice does not relieve you of your obligation to timely renew.

Once you have logged into Registrations Online Services, check your mailing address and update it if it is not correct. If you received your renewal notice due to a forwarding order it is important that you change your address on file with us, since we cannot change the information based on the forwarding order.

ATTENTION COLORADO ELECTRICIANS: NEW RENEWAL REQUIREMENTS

By Cory Everett-Lozano, Continuing Competency Manager

Prior to the renewal of a license expiring on September 30, 2011, Colorado electricians must participate in the Continuing Competency (CC) program by taking an Individual Assessment at a Pearson VUE location. The affected license types are: Residential Wiremen; Journeyman Electricians; and Master Electricians. *Please note that the Continuing Competency program does not apply to Electrical Contractors.*

The CC program requires Colorado electricians to accrue 24 Professional Development Units (PDUs) each 3-year renewal cycle. PDUs may be awarded through performance on the CC Individual Assessment. The CC program has three primary components:

1. Participate in the Individual Assessment (PDUs awarded for performance)
2. Draft and execute a Learning Plan online
3. Accrue remaining PDUs through coursework or training prior to the next renewal of the license in 2014.

The Continuing Competency Program is in the implementation process at this time. Licensees do not need to accrue any education or training hours (Professional Development Units) to renew in 2011. Licensees must participate in the CC Individual Assessment at a Pearson VUE location.

Step 1: Participate in the Individual Assessment (due in 2011)

Electricians may take the Individual Assessment at any Pearson VUE location in the U.S. The Individual Assessment is based upon the 2011 National Electric Code and is open book. **Electricians should bring their own copy of the 2011 National Electric Code as Pearson VUE will not provide one.** The Assessment is not an examination. Therefore, when making reservations with Pearson VUE, please be sure to request the "CC Assessment" to ensure you are not given a licensure examination.

Make your reservation today!

Reservations may be made with Pearson VUE by calling (800) 275-8244. Locate the nearest location and download the Assessment Handbook by visiting www.pearsonvue.com.

Make your reservation early!

Assessment fees are calculated on a sliding scale:

July 1 through August 15	\$30
August 16 through October 15	\$45
October 16 through November 30	\$60

After completing the 2011 Individual Assessment, the electrician may renew his/her license. Unlike previous years' renewal examinations, electricians will not be assigned a pass/fail mark. The purpose of the Individual Assessment is simply to determine the number of hours and topic of an electrician's ongoing learning.

Step 2: Execute a Learning Plan online and accrue PDUs (due in 2014)

The results of the 2011 Individual Assessment will be loaded to the electrician's personal user account on the CPD Portal accessed at www.dora.state.co.us/electrical/cc. Electricians required to accrue additional PDUs must draft a Learning Plan online and execute that Plan to accrue additional PDUs.

PDUs that are not awarded through performance on the 2011 Individual Assessment must be accrued during the next 3-year renewal cycle expiring on September 30, 2014. **PDUs may not be accrued prior to taking the 2011 Individual Assessment.**

Complete instructions for the CC program are located in the *CC Program Manual*. Licensees may download a copy of the Manual and other resources by visiting www.dora.state.co.us/electrical/cc.



ELECTRICAL BOARD NEWS

By Steve Conrad, Colorado State Chief Inspector

The Colorado State Electrical Board has adopted the 2011 Edition of the National Electrical Code (NEC) without amendments effective July 1, 2011. The State Electrical Board invited public input, either by writing or by participation in a public hearing which was held on January 24, 2011. The Board received public input from a number of interested parties. The Board recognizes there is a cost associated with the safety enhancements included in each new edition of the NEC. Many enhancements in electrical safety come with an initial cost associated with the adoption of new NEC requirements but such enhancements will provide a safer environment and will further protect homes, structures, and lives from the hazards arising from the use of electricity. At the conclusion of the public hearing and deliberation, the Board determined that the enhanced safety requirements of the 2011 NEC were necessary to protect the citizens of Colorado from electrical fires and shock hazards. The Colorado State Electrical Board voted unanimously in favor of the adoption of the new Board rules, of which the 2011 NEC is a major part.

Electrical licenses and electrical contractor registrations expire September 30, 2011. The renewal notices will be in the mail by approximately the middle of August 2011. New for this renewal cycle is the requirement for all licensees to take a Continuing Competency Assessment prior to renewing a license. Contact Pearson Vue at 1-800-275-8244 to schedule an appointment for the CC Assessment. You must bring your own 2011 code book and/or handbook to the assessment location. For more information refer to the article on page 3 "Attention Colorado Electricians: New Renewal Requirements."

Same as the last renewal cycle, electrical contractors must attest that the list of apprentices registered to the contractor is correct at the time of renewal. Remember, per the following statute an electrical contractor is responsible for registering and un-registering apprentices:

12-23-110.5. Apprentices - supervision - registration - discipline.

(3) (a) Upon employing an electrical apprentice to work at the trade, the electrical contractor, within thirty days after such initial employment, shall register such apprentice with the board. The employer shall also notify the board within thirty days after the termination of such employment.

An electrical contractor can use the Electrical Board website to accomplish this important task.

SOLAR/PHOTOVOLTAIC PERMITS

House Bill 11-1199 also known as the "Fair Permit Act" went into effect upon signature of the Governor in June 2011. This act limits municipality, county, and state permit fees applied to residential and commercial solar/photovoltaic systems as follows;

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|---|--------|
| • Municipal and county residential solar/PV permits | \$500 |
| • State electrical residential solar/PV permits | \$500 |
| • Municipal and county commercial solar/PV permits | \$1000 |
| • State electrical commercial solar/PV permits | \$2000 |

In order to accommodate online permitting of these systems, the Colorado State Electrical Board permit system will be modified to allow users to obtain one or more permits that will be capped at the limits in the act. In many instances at least two permits are required in order to assign responsibility to all parties who install solar/PV systems. Licensed or non-licensed installers may install components and wiring ahead of the inverter(s) but only registered electrical contractors or qualified homeowners may install the wiring from the inverter(s) to the premises or utility connection point. A new designation will be on the permit for solar/PV and a special permit will be created that will allow one or more entities to obtain the necessary permits with only the first permit issued being charged the capped fee. All other permits issued under the original solar/PV permit will be issued at no charge. It will be up to the parties involved in the installation to determine who will pay the fee. Contact the Board for assistance or questions;

Mary Marshall 303-894-7899, mary.marshall@dora.state.co.us
 Steve Conrad 303-894-2307, stephen.conrad@dora.state.co.us

PROOF OF LAWFUL PRESENCE

Effective January 1, 2007, all persons requesting original licensure, renewal of an active license or reinstatement of an expired license must verify lawful presence in the United States based on the passage of House Bill 06S-1009. This bill applies to all applicants and licensees in the Division of Registrations, with the exception of apprentices, interns, and businesses.

Licenses will not be issued or renewed without completing the Affidavit of Eligibility form.

The good news is that you can complete this affidavit online when you renew using Registrations Online Services!

You must possess at least one secure and verifiable document and include information about that document on the Affidavit itself (or provide the information during online renewal). The list of secure and verifiable documents is available to you when you renew online.

More information regarding this law is available on our website at

www.dora.state.co.us/registrations/Affidavit

WALL CERTIFICATES

The Division of Registrations is pleased to announce that it has outsourced the production of wall certificates to Wall Certificate Service (WCS) a division of Professional Credential Services, Inc. (PCS). The outsourcing of the certificates provides enhancements to the certificates that both new and existing licensees will find beneficial. Specifically, the certificate provided by WCS is a larger, professionally designed, better quality certificate than what the Division was able to provide. For more information regarding wall certificates, which license types are eligible, and how to obtain one, please visit our website at www.dora.state.co.us/registrations/wallcert. You will be able to order and pay the fee online. The fee for U.S. residents is \$25. There is an additional international shipping fee for international residents.

REGISTRATIONS ONLINE DOCUMENTS

If you would like to view a board action you may use the **Registrations Online Documents (ROD)**. ROD is a website that makes certain scanned documents related to board actions taken on licensees available to the public via the Internet. The document may be found on ROD if a licensee has been disciplined or if the board has taken some other non-disciplinary action against the licensee that restricts or limits the individual's license.

The following documents are available via ROD:

- All Stipulations, Final Agency Orders, and Suspensions that were in effect in February 2000 plus any that became effective since that date. Child Support Suspensions are not available online but may be obtained by contacting the appropriate board/program.
- Any document Revoking or agreeing to a Voluntary Relinquishment/Surrender of license or registration, Cease and Desist Orders and Letters of Admonition from January 1, 1999 to the present.
- All Injunctions.

[Click here](#) for more information about the types of documents provided by this online system and definitions of terms used within the disciplinary documents.

If you are interested in viewing these documents, please visit www.dora.state.co.us/registrations/ROD.

RENEW YOUR LICENSE ON TIME!

You may renew your license online using Registrations Online Services. Renewals are generally made available 6 to 8 weeks prior to the license expiration date. After that there is a 60-day grace period. That means you typically have a timeframe of 16 weeks within which to renew your license!

Any license not renewed prior to the end of the grace period will be considered expired. Once a license is in expired status, a reinstatement application must be completed and returned to our office with the appropriate fee listed on the form.

If you do not renew your license prior to the end of the grace period and continue to practice, you will be practicing on an expired license and may be subject to disciplinary action. The Division sees a number of situations every year of individuals who have failed to renew their license on time and practiced without a license. The reasons that are offered boil down to some common themes: I forgot; I moved and I forgot to notify the Board so I never got the renewal notice; I thought that my assistant/secretary/spouse/boyfriend, et cetera, handled it; it's the Board's fault because I *did* renew my license...or I *thought* I renewed my license. The result is that depending on how long it takes for the individual to "remember" to renew, the Division often takes disciplinary action against the individual because it is against the law to practice without an active license.

So, here's where we need your help. The steps are as easy as 1-2-3!

1. Go to the Division of Registrations website at www.dora.state.co.us/registrations and click on Registrations Online Services to renew your license.
2. Note the expiration date in your calendar to remind yourself of when it is time to renew your license the next time.
3. Make sure that the address listed on your record is accurate. If it is not, then update your address with the Division. Remember to update your address anytime that you move so that you do not miss out on any important notices from the Division.

Remember, it is each licensee's responsibility to renew his or her license on time. With our online system, you can handle all of this yourself, any time, day or night.