

**MINUTES ARE NOT VERBATIM**

**PLUMBING COMPETENCY BOARD  
MINUTES  
May 25, 2016**

The regular meeting of the Plumbing Competency Board was held May 25, 2016, 9:00 a.m. at the Okaloosa County Administrative Building, 1250 Eglin Parkway N., first floor BCC Chambers, Shalimar, Florida. Board members in attendance were Julian Johnson, David Cummins and Thomas Paccone. Consumer Representatives in attendance were Bill Byerley, Don Bafundo and Chuck Larouche. Mark Parrett arrived during the meeting in progress. Jerry Paul Cadenhead was not present. Also in attendance was Assistant County Attorney Kerry Parsons.

Okaloosa County Department of Growth Management Staff members in attendance were Renée Lucas, Licensing Specialist; and Teresa Mullins, Administrative Asst. II.

**I. CALL TO ORDER:**

Chairman Julian Johnson called the meeting to order.

**A. Roll Call.**

Ms. Teresa Mullins conducted roll call.

**II. ACKNOWLEDGE GUESTS:**

There were no guests present to acknowledge.

**III. APPROVAL OF MINUTES OF**

**a. March 30, 2016:**

Motion to approve the minutes as written made by Bill Byerley; seconded by David Cummins; approved unanimously.

**IV. ANNOUNCEMENTS:**

None

**V. OLD BUSINESS**

None

**VI. NEW BUSINESS**

**a. Swearing In Applicants/Speakers**

There were no applicants or petitioners present to be sworn in.

**b. Purged Contractor:**

**1. Johnny D. Sparks**

Renée Lucas informed the Board that Mr. Johnny Sparks appeared before them on May 27, 2015 seeking approval for the reinstatement of his Master Plumbing Competency Card. Ms. Lucas restated the motion made at that meeting:

*Motion that we go along with staff's recommendation to approve with paying back fees within a 6 month period beginning today and let him continue on made by Bill Byerley; second by Jerry Paul Cadenhead; approved unanimously.*

Ms. Lucas stated that Mr. Sparks submitted the documentation required to begin the process of reinstating his Competency Card and made payment, as required by the Board, by writing a check in the amount of \$2,391.94. Ms. Lucas further stated that staff received notice from the bank that the check was rejected due to insufficient funds. Ms. Lucas stated that notice of the insufficient funds was sent to Mr. Sparks by our Financial Coordinator to the address on file. Ms. Lucas further stated that, as the returned check of 2,391.94 remains unpaid, Mr. Sparks had not met the requirements within the Board's Order of May 27, 2015.

*Mark Parrett arrived during the meeting in progress.*

Ms. Lucas stated that she spoke with our Financial Coordinator prior to this meeting and was told that there has been no further communication from Mr. Sparks since his initial communication upon receipt of the original notification of insufficient funds.

Chairman Johnson asked if the check was still insufficient.

Ms. Lucas stated that the required back fees and penalties have not been paid and the check submitted has not been take care of as of today's meeting.

Don Bafundo asked staff how that bounced check was any different from any other bounced check.

Ms. Lucas stated that she believes that our Financial Coordinator has turned that bounced check over to the State's Attorney. Ms. Lucas further stated that Mr. Sparks did not meet the terms of the Board's order since he didn't take care of his payment within the time limit specified. Ms. Lucas stated that, per the Board's request at their January 27, 2016 meeting, she sent a letter to Mr. Sparks on February 2, 2016 appraising him issues discussed at the January meeting, reminding him of his bounced check issue, and notifying him of the Board's request that he appear at their March 30, 2016 meeting. Ms. Lucas stated that she spoke with Mr. Sparks' wife who confirmed that he would appear at the March 30 meeting; however, a day or so before that March meeting date Mrs. Sparks notified staff that Mr. Sparks would not be able to attend due to a personal matter. Ms. Lucas reminded the Board that they asked staff to send another letter to Mr. Sparks, and staff complied, sending him another letter on April 8, 2016 to the address on file, apprising him that this would be his final notification to appear. Ms. Lucas stated that Mr. Sparks contacted her by the Board deadline date and stated that he would be present as he wanted to appear before the Board. Ms. Lucas further stated staff have had no other

contact with Mr. Sparks since that time. Ms. Lucas stated that she left Mr. Sparks a message notifying him, among other things, that the meeting will be held, providing contact information and asking him to contact staff as soon as possible. Ms. Lucas further stated that the message she left for Mr. Sparks was very detailed.

Bill Byerley asked if Mr. Sparks was still working.

Ms. Lucas stated that she believes Mr. Sparks is working for another contractor. Ms. Lucas reminded the Board of Mr. Sparks statement at the May, 2015 meeting wherein he said that he was doing most of his work in Walton and Bay Counties.

Mark Parrett stated that he believes that Mr. Sparks should just be purged and is willing to make such a motion.

County Attorney Kerry Parsons noted that Mr. Sparks is already purged but the Board could choose to deny his request for reinstatement of his Competency Card.

Motion to deny his reinstatement made by Mark Parrett; Second by Don Bafundo; approved unanimously.

A brief discussion ensued

## **VII. OTHER BUSINESS:**

Ms. Lucas informed the Board that the Growth Management Department started to implement a process wherein notifications are sent to license holders via email. Ms. Lucas continued, stating that once an inspection has been scheduled, inspected and the inspector has entered their results into the system, an email is automatically sent to the email address on file notifying the license holder of the inspection results. Ms. Lucas further stated that the email address used in this process is the one provided by each license holder on his/her renewal or registration paperwork. Ms. Lucas stated that if an email address needs to be changed or amended, staff is requesting that notification be made in writing so that a copy of the request can be placed in the license holder's file. Ms. Lucas further stated that the same email will be used to notifying license holders if additional information is needed to update their licensing file. Ms. Lucas stated that the Department has also begun implementing notification to license holders of utility connection approvals, again, via email. Ms. Lucas explained how this process would work, stating that, once staff receives notification from an inspector that the utilities have been approved staff will enter the required information into the department database system. Ms. Lucas continued, stating that once the data is saved, and email will be sent out to the utility company; to the staff member who entered the information and to the license holder's email on file. Ms. Lucas further stated that this system is similar to the email notifications already sent for 30 Day and Expired permit notices. Ms. Lucas again reminded the Board that all requests to add or change email addresses, phone numbers or physical addresses must be provided to staff either in writing or by email and will be retained in the contractor's file.

A brief discussion ensued.

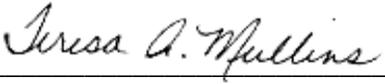
Chairman Johnson asked staff about septic tanks, stating that the Health Department comes out to inspect them and asked if County Inspectors still needed to inspect the septic tanks as well.

Ms. Lucas stated that County Inspectors are looking at the connections at the house side and on the septic tank side. Ms. Lucas further stated that the Health Department regulates septic tank installers but those installers are only allowed to set the tank, set the drain fields and leaching areas, they are not allowed to do the connections.

A brief discussion ensued.

### **VIII. ADJOURNMENT**

Motion to adjourn made by Mark Parrett; second by Don Bafundo; approved unanimously.

Prepared by:   
Teresa Mullins, Recording Secretary  
5.25.2016