

MINUTES

UTAH UBCC EDUCATION ADVISORY COMMITTEE MEETING

July 17, 2007

Room 474, Fourth Floor – 1:00 p.m.
Heber Wells Building
Salt Lake City, UT 84111

CONVENED: 1:03 p.m.

ADJOURNED: 1:50 p.m.

Bureau Manager:
Board Secretary:
Division Director:

Dan S. Jones
Sally A. Stewart
F. David Stanley

Board Members Present:

Mike Blackham, Chairperson
Paul James
Richard Butz
Paul Bauer
Ross Ford
Bill D. Bell (new member sworn in this afternoon)
Paul Hayward
Enzo Calfa, Licensing Board Liaison
Scott Marsell, Licensing Board Liaison

Board Members Absent:

Guests:

Renee McDonough, IEC of Utah
John P. Hill, RMGA

TOPICS FOR DISCUSSION

ADMINISTRATIVE BUSINESS:

New Member

Bill D. Bell, the new member of the Committee, had not arrived at the beginning of the meeting. This item was postponed until his arrival at approximately 1:15 p.m.

MINUTES:

A motion was made by Paul James to approve the minutes from June 19th, 2007. It was seconded by Richard Butz. The motion passed unanimously, with Paul Hayward abstaining.

BUDGET REPORT

The budget report was presented and reviewed by the Committee. The currently available Budget information for Fiscal Year 2007-2008 was also presented. It was noted that the information was for end of month, June 2007 and through

**BUDGET REVIEW AND
FUNDING APPLICATION
PRESENTATION FOR FY 2007-
2008**

July 16th, 2007. Questions concerning the budgeted amounts and the quarterly revenues were asked and answered.

Rocky Mountain Gas Association / RMGA

This application was presented on behalf of the Rocky Mountain Gas Association/RMGA regarding their Request for funding in the amount of \$2,616.00 for an event to be held in connection with the UAPMO Convention in St. George on November 15th & 16th, 2007. It was noted for the Committee that this class was to be part of the UAPMO Convention and may be funded under their application. Ross Ford moved that the Committee approve the application with an increase of \$300.00 to the amount of \$2,916.00 for the requested event. Paul James seconded the motion. The motion was passed unanimously with Paul Hayward abstaining.

Revisit Item #1 on the Agenda: New Member

The Oath of Office was administered to Bill D. Bell, the new member of the Committee, by Dan S. Jones on behalf of the Division.

IEC of Utah

The meeting continued with discussion on the application for funding presented by Renee McDonough on behalf of IEC of Utah. The funding application request for \$1,761.50 was for an 8-class course with classes held June 19th, 2007; June 26th, 2007; July 10th, 2007; July 17th, 2007; August 7th, 2007; August 14th, 2007; August 21st, 2007; and August 28th, 2007. Two of the classes were held during fiscal year 2006-2007 (\$1,065.73 remained unused in that budget year) with two additional classes having been held prior to Committee review of this application. Paul Hayward moved that the Committee amend the budget and approve the application in the amount of \$1,761.50 for the requested classes. Ross Ford seconded the motion. The motion was passed unanimously.

Utah Chapter IAEI

The application for funding for five (5) events in the amount of \$5,200.00 was presented on behalf of Utah Chapter IAEI. The classes are parts 1 – 5 of a course to be held August 8th, 2007; October 10th, 2007; December 12th, 2007; February 13th, 2008; and April 9th, 2008. These events are included in the Budget previously established for Utah Chapter IAEI for FY 2007-2008. Ross Ford made a motion that the Committee approves the funding grant application for the \$5,200.00 as applied for. Paul Hayward seconded the motion. The motion passed unanimously.

**DISCUSSION OF GUIDELINES
OR QUALIFICATION
LIMITATIONS FOR FUTURE
FUNDING**

The Committee continued the discussion from last month's meeting on possible additional guidelines or limitations for future grant funding. Several additions and changes suggested at last month's meeting were reviewed. Sally A. Stewart provided an updated summary of the cost of training paid grants during fiscal year 2006-2007, a revised summary of the recommendations to be considered by the committee, a copy of the updated "Application Instructions" with recommended changes and additions, a sample worksheet for calculation of costs and a copy of the back-up data used to calculate the summary of cost of training. This discussion will be reflected in the updated instructions to be added to the website.

The next Committee meeting has been scheduled for Tuesday, August 21st, 2007, at 1:00 p.m. in room 474 (on the fourth floor) of the Heber M. Wells Building, Salt Lake City, Utah.

Adjourned at 1:50 p.m. (no motion required)

NEXT MEETING

ADJOURN

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

August 21, 2007
Date Approved

(ss) Mike Blackham
Chairperson, UBCC Education Advisory Committee

August 21, 2007
Date Approved

(ss) Dan S. Jones
Bureau Manager, Division of Occupational & Professional
Licensing