

**AUTOMOTIVE GLASS WORK AND FLAT GLASS WORK
EXAMINING BOARD
TEL. NO. (860) 713-6135**

-MINUTES-

MARCH 24, 2017

The Connecticut Automotive Glass Work and Flat Glass Work Examining Board held a regular meeting on March 24, 2017 in Hearing Room J, Department of Consumer Protection, 450 Columbus Boulevard, Hartford, Connecticut 06103

Board Members present: Edward J. Fusco (*Unlimited Journeyperson- Flat Glass Work*)
Daniel Kulas (*Public Member*)
Frank Pitrone (*Unlimited Contractor-Automotive Glass Work*)
Jennifer Russell-Vanasse (*Unlimited Contractor-Flat Glass Work*)
Carl Von Dassel (*Unlimited Contractor- Flat Glass Work*)

Board Members not present: Brian Blank (*Public Member*)
David A. Wills (*Public Member*)
John A. Wisniewski (*General Contractor-Auto Glass Work*)

Board Vacancies: None

Board Counsel: Not present, as requested.

Board Staff Present: Robert M. Kuzmich, *Department of Consumer Protection*

Others Present: Jason Werthman, IUPAT, DC 11
Norbert Oliveira, IUPAT, DC 11

Note: The administrative functions of the Boards, Commissions, and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information, contact Richard M. Hurlburt, Director, at (860) 713-6135 or Fax (860) 706-1202.

Agency Website: www.ct.gov/dcp

Division E-Mail: dcp.occupationalprofessional@ct.gov

1. 9:00 A.M. MEETING CALLED TO ORDER BY CHAIRMAN.

Board Chairman Edward Fusco called the meeting to order at 9:11 AM.

2. REVIEW OF DRAFT OF MINUTES OF PREVIOUS MEETING: OCTOBER 28, 2016.

The Board reviewed and approved the minutes as submitted. (Von Dassel/Russell-Vanasse)

3. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY:

(A). Mr. Norbert Oliveira, Business Representative from Glaziers Local 33, District Council 11, addressed the Board concerning unlicensed work done at 450 Columbus Boulevard and their efforts to stop the same. He requested more assistance in the future from the Department to stop unlicensed work.

4. DCP Investigation Division Complaint Status Report; review of complaint report submitted by the DCP Investigation Division Unit including open, closed, and dismissed cases for review by the Board.

Mr. John Neumon introduced himself to the Board as the Director of the Investigations Division. He explained the recent reorganization of the Department's Frauds and Enforcement Divisions into the new Investigations Division. Mr. Neumon stated to the Board that the Department is streamlining their complaint investigations process and welcomes the Boards assistance and professional expertise.

The Board was presented two complaint reports. Mr. Neumon reviewed the differences between the reports noting that one is an annual report required by statute for some of the Department's Boards including the Glazier Board. The other report is more informative and useable and more resembles the report the Board will be receiving from the Department in the future.

Mr. Neumon gave the Board the process by which they should file complaints to the Department using their e-mail addresses outlining the basic information the Department needs. He also identified the issues encountered when the Department receives anonymous complaints.

Mr. Fusco asked Mr. Neumon to explain Assurances of Voluntary Compliance to the Board. Mr. Neumon did this by hypothetical example involving a home improvement contractor and detailing the step-by-step process the Department follows.

Mr. Frank Pitrone noted that his business is very close to a State line and has reported to the Department evidence of unlicensed out of state contractors doing work in Connecticut. To date, he has not received a response from the Department and asked Mr. Neumon for his advice on how to proceed. Mr. Neumon encouraged Mr. Pitrone to continue to report the evidence and explained how the Department tries to prioritize the complaints they receive.

5. OLD BUSINESS:

(A) Update from Department regarding pending regulation changes approved by the Board on October 23, 2015.

Mr. Kuzmich spoke with the Department's Legislative Director prior to today's meeting. There is no update to present at this time.

6. REVIEW OF CORRESPONDENCE:

(A) Department website information concerning verifying licenses, permits, and registrations.

The Board acknowledged receipt of the report given to them at today's meeting.

7. NEW BUSINESS:

(A) Occupational Licensing Enforcement Report Pursuant to P.A. 14-210 for 2016.

This document was discussed earlier under Agenda Item No. 4.

(B) First review of Applications received by the Department:

None before the Board today.

(C) The procedure on addressing consumers appearing in person at the Department with trade specific questions was explained in response to a question from Ms. Russell-Vanasse.

8. OTHER BUSINESS:

(A) The Board voted to change their future meeting start time back to the original start time of 9:30 AM. (Pitrone/Russell-Vanasse)

9. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY:

There were no further requests to speak from anyone present at today's meeting.

There being no further business, the meeting adjourned at 9:38 AM. (Von Dassel/Pitrone)

NEXT MEETING DATE; JUNE 23, 2017

**450 COLUMBUS BOULEVARD, NORTH BUILDING,
HEARING ROOM J
HARTFORD, CT 06103.**

TIME: 9:30 AM

Respectfully Submitted,

Robert M. Kuzmich, R.A.
License and Applications Specialist

Upcoming Automotive Glass Work and Flat Glass Work Examining Board Meeting Dates:

1. June 23, 2017
2. September 22, 2017
3. November 17, 2017