



---

**VIRTUAL/TELECONFERENCE**  
**ELECTRICAL CODE ADVISORY COUNCIL**  
**Virtual, 4822 Madison Yards Way, Madison**  
**Contact: Brad Wojciechowski (608) 266-2112**  
**January 22, 2024**

*The following agenda describes the issues that the Council plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Council.*

**AGENDA**

**12:00 P.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

- A. Adoption of Agenda (1-2)**
- B. Approval of the Minutes from the November 14, 2023, meeting (3-4)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns**
- D. Introductions, Announcements and Recognition**
- E. Administrative Matters – Discussion and Consideration**
  - 1) Staff Introductions
  - 2) 2024 Meeting Schedule (5)
  - 3) Annual Policy Review (6-7)
  - 4) Advisory Council Role and Overview
  - 5) Election of Officers (8)
  - 6) Department, Staff and Council Updates
  - 7) Advisory Council Members
    - a. Froemming, Steven
    - b. Janikowski, Ron
    - c. Jarosch, Christopher
    - d. Krueger, Kyle
    - e. Martinez, Christopher
    - f. Neitzel, Bill
- F. Legislative and Policy Matters – Discussion and Consideration**
- G. Administrative Rules Matters – Discussion and Consideration (9)**
  - 1) Scope Statement
    - a. SPS 302, 305, 316 and 324, related to Electrical Code (10-12)
  - 2) Pending and Possible Rulemaking Projects (13)
- H. Discussion and Consideration of Items Added After Preparation of Agenda**
  - 1) Introductions, Announcements and Recognition

- 2) Administrative Matters
- 3) Election of Officers
- 4) Appointment of Liaisons and Alternates
- 5) Delegation of Authorities
- 6) Education and Examination Matters
- 7) Credentialing Matters
- 8) Legislative and Policy Matters
- 9) Administrative Rule Matters
- 10) Council Liaison Training and Appointment of Mentors
- 11) Informational Items
- 12) Division of Legal Services and Compliance (DLSC) Matters
- 13) Motions
- 14) Petitions
- 15) Appearances from Requests Received or Renewed

**I. Public Comments**

**ADJOURNMENT**

**NEXT MEETING: FEBRUARY 26, 2024**

\*\*\*\*\*  
MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board's agenda, please visit the Department website at <https://dsps.wi.gov>. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer at 608-266-2112, or the Meeting Staff at 608-266-5439.

**VIRTUAL/TELECONFERENCE  
ELECTRICAL CODE ADVISORY COUNCIL  
MEETING MINUTES  
NOVEMBER 14, 2023**

**PRESENT:** Steven Froemming, Ron Jankowski, Christopher Jarosch, Kyle Krueger, Christopher Martinez, and Bill Neitzel

**STAFF:** Brad Wojciechowski, Executive Director; Joseph Ricker, Legal Counsel; Sofia Anderson, Administrative Rules Coordinator; Brenda Taylor, Board Services Supervisor; and other Department Staff

**CALL TO ORDER**

Brad Wojciechowski, Executive Director, called the meeting to order at 2:10 p.m. A quorum was confirmed with six (6) members present.

**ADOPTION OF AGENDA**

**Adoption of the Agenda**

**MOTION:** Steven Froemming moved, seconded by Christopher Jarosch, to adopt the Agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF DECEMBER 2, 2016**

**MOTION:** Bill Neitzel moved, seconded by Steven Froemming, to approve the Minutes of December 2, 2016, as published. Motion carried unanimously.

**ADMINISTRATIVE MATTERS**

**Election of Officers**

*Chairperson*

**NOMINATION:** Bill Neitzel nominated Kyle Krueger for the Office of Chairperson. Kyle Krueger accepted the nomination.

Brad Wojciechowski, Executive Director, called for nominations three (3) times.

Kyle Krueger was elected as Chairperson by unanimous voice vote.

*Vice Chairperson*

**NOMINATION:** Kyle Krueger nominated Steven Froemming for the Office of Vice Chairperson. Steven Froemming accepted the nomination.

Brad Wojciechowski, Executive Director, called for nominations three (3) times.

Steven Froemming was elected as Vice Chairperson by unanimous voice vote.

***Secretary***

**NOMINATION:** Bill Neitzel nominated Ron Jankowski for the Office of Secretary. Ron Jankowski declined the nomination.

**NOMINATION:** Steven Froemming nominated Bill Neitzel for the Office of Secretary. Bill Neitzel accepted the nomination.

Brad Wojciechowski, Executive Director, called for nominations three (3) times.

Bill Neitzel was elected as Secretary by unanimous voice vote.

<b>ELECTION RESULTS</b>	
<b>Chairperson</b>	Kyle Krueger
<b>Vice Chairperson</b>	Steven Froemming
<b>Secretary</b>	Bill Neitzel

**ADJOURNMENT**

**MOTION:** Ron Jankowski moved, seconded by Bill Neitzel, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 3:05 p.m.

**ELECTRICAL CODE ADVISORY COUNCIL**  
**2024 Meeting Dates**

<b>Meeting Date</b>		<b>Start time</b>	<b>Agenda item deadline</b>
Monday, January 22, 2024	Virtual	<i>12:00 PM</i>	<b>1/9/2024</b>
Monday, February 26, 2024	Virtual	<i>12:00 PM</i>	<b>2/14/2024</b>
Monday, March 18, 2024	Virtual	<i>12:00 PM</i>	<b>3/6/2024</b>
Monday, April 22, 2024	Virtual	<i>12:00 PM</i>	<b>4/10/2024</b>
Monday, May 20, 2024	Virtual	<i>12:00 PM</i>	<b>5/8/2024</b>
Monday, June 24, 2024	Virtual	<i>12:00 PM</i>	<b>6/12/2024</b>
Monday, July 22, 2024	Virtual	<i>12:00 PM</i>	<b>7/10/2024</b>
Monday, August 26, 2024	Virtual	<i>12:00 PM</i>	<b>8/14/2024</b>
Monday, September 23, 2024	Virtual	<i>12:00 PM</i>	<b>9/11/2024</b>
Monday, October 21, 2024	Virtual	<i>12:00 PM</i>	<b>10/9/2024</b>
Monday, November 18, 2024	Virtual	<i>12:00 PM</i>	<b>11/6/2024</b>

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

1) Name and title of person submitting the request: Brenda Taylor, Board Services Supervisor		2) Date when request submitted: 12/14/2023	
3) Name of Board, Committee, Council, Sections: All Boards			
4) Meeting Date: First Meeting of 2024	5) Attachments: <input checked="" type="checkbox"/> Yes	6) How should the item be titled on the agenda page? Annual Policy Review	
7) Place Item in: <input checked="" type="checkbox"/> Open Session	8) Is an appearance before the Board being scheduled? <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if applicable: N/A	
10) Describe the issue and action that should be addressed:			
<p><b>Please be advised of the following Policy Items:</b></p> <ol style="list-style-type: none"> <li>1. <b>In-Person Meeting Policy:</b> Depending on the frequency of Board meetings, a Board may be allowed a certain number of in-person meetings. <ul style="list-style-type: none"> <li>• 4-5 Meetings per year = 1 in-person opportunity</li> <li>• 6-8 Meetings per year = 2 in-person opportunities</li> <li>• 12 Meetings per year = 4 in-person opportunities</li> </ul> </li> <li>2. <b>Attendance/Quorum:</b> Thank you for your service and commitment to meeting attendance. If you cannot attend a meeting or have scheduling conflicts impacting your attendance, please let us know as soon as possible. Timely notification is appreciated as a quorum is required for Boards, Sections, and Councils to meet pursuant to Open Meetings Law.</li> <li>3. <b>Walking Quorum:</b> Board/Section/Council members must not collectively discuss the body's business outside a properly noticed meeting. Should several members of a body do so, the members could be violating the open meetings law.</li> <li>4. <b>Mandatory Training:</b> All Board Members must complete Public Records and Ethics Training, annually. <a href="#">Register to set up an account</a> in the Cornerstone LearnCenter portal or <a href="#">Log in</a> to an existing account.</li> <li>5. <b>Agenda Deadlines:</b> Please communicate agenda topics to your Executive Director before the agenda submission deadline at 12:00 pm, 8 business days prior to a meeting. (Attachment: Timeline of a Meeting)</li> <li>6. <b>Travel Voucher Submissions:</b> Please submit all Mileage Reimbursement claims for travel to in-person meetings to DSPS within 30 days of the close of each month in which expenses are incurred.</li> <li>7. <b>Lodging Accommodations/Hotel Cancellation Policy:</b> Lodging accommodations are available to eligible members. Standard eligibility: the member must leave home before 6:00 am to attend a meeting by the scheduled start time. <ol style="list-style-type: none"> <li>a. If a member cannot attend a meeting it is their responsibility to cancel their reservation within the applicable cancellation timeframe.</li> <li>b. If a meeting is changed to occur remotely, is canceled, or rescheduled, DSPS staff will cancel or modify reservations as appropriate.</li> </ol> </li> <li>8. <b>Inclement Weather Policy:</b> In the event of inclement weather, the DSPS may change a meeting from an in-person venue to hosted as virtual/teleconference only.</li> </ol>			
11)	<b>Authorization</b>		
<i>Brenda Taylor</i>	<i>12/14/2023</i>		
<p><b>Directions for including supporting documents:</b></p> <ol style="list-style-type: none"> <li>1. This form should be saved with any other documents submitted to the <a href="#">Agenda Items</a> folders.</li> <li>2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director</li> </ol>			

## Timeline of a Meeting

---

**8 business days prior to the meeting:** All agenda materials are due to the Department by 12:00 pm, 8 business days prior to the meeting date.

**7 business days prior to the meeting:** The draft agenda page is due to the Executive Director. The Executive Director transmits to the Chair for review and approval.

**5 business days prior to the meeting:** The approved agenda is returned to the Board Administration Specialist for agenda packet production and compilation.

**4 business days prior to the meeting:** Agenda packets are posted on the DSPS Board SharePoint site and on the Department website.

### Agenda Item Examples:

- Approval of the Agenda and previous meeting Minutes
- Open Session Items
  - Public Hearings (relating to Administrative Rules)
  - Administrative Matters
  - Legislation and Policy Matters
  - Administrative Rules Matters
  - Credentialing Matters
  - Education and Exam Issues
  - Public Agenda Requests
  - Current Issues Affecting the Profession
  - Public Comments
- Closed Session items
  - Deliberations on Proposed Disciplinary Actions
    - Stipulations
    - Administrative Warnings
    - Case Closings
    - Monitoring Matters
    - Professional Assistance Procedure (PAP) Issues
  - Proposed Final Decisions and Orders
  - Orders Fixing Costs/Matters Relating to Costs
  - Credentialing Matters
  - Education and Exam Issues

**Thursday of the Week Prior to the Meeting:** Agendas are published for public notice on the Public Notices and Meeting Minutes website: [publicmeetings.wi.gov](http://publicmeetings.wi.gov).

**1 business day after the Meeting:** "Action" lists are distributed by staff detailing board actions on closed session business.

**5 business days after the Meeting:** "To Do" lists are distributed to staff to ensure that board decisions are acted on and/or implemented within the appropriate divisions in the Department. Minutes approved by the board are published on the the Public Notices and Meeting Minutes website: [publicmeetings.wi.gov](http://publicmeetings.wi.gov).

**ELECTRICAL CODE ADVISORY COUNCIL**

Officers as of 12/31/2023

<b>2023 OFFICERS</b>	
<b>Chairperson</b>	Kyle Krueger
<b>Vice Chairperson</b>	Steven Froemming
<b>Secretary</b>	Bill Neitzel



**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and title of person submitting the request:</b> Jake Pelegrin Administrative Rules Coordinator		<b>2) Date when request submitted:</b> 1/9/24 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b> Electrical Code Advisory Council			
<b>4) Meeting Date:</b> 1/22/24	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Administrative Rule Matters – Discussion and Consideration 1. Scope Statement: a. SPS 302, 305, 316 and 324, relating to Updating Wisconsin’s Electrical Code to the 2023 edition of the National Electrical Code (NEC) 2. Pending or Possible Rulemaking Projects	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b> N/A	
<b>10) Describe the issue and action that should be addressed:</b>  Attachments: -Rule Projects Chart  -Pending scope statement  Copies of current Board Rule Projects Can be Viewed Here: <a href="https://dsps.wi.gov/Pages/RulesStatutes/PendingRules.aspx">https://dsps.wi.gov/Pages/RulesStatutes/PendingRules.aspx</a>			
<b>11)</b> <i>Jake Pelegrin</i>		<b>Authorization</b> 1/9/24	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
<b>Directions for including supporting documents:</b> 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

# STATEMENT OF SCOPE

## Department of Safety & Professional Services

Rule No.: SPS 302, 305, 316 and 324

Relating to: Electrical Code

Rule Type: Permanent

### 1. Finding/nature of emergency (Emergency Rule only):

N/A

### 2. Detailed description of the objective of the proposed rule:

The Department of Safety and Professional Services will update Wisconsin's Electrical Code to the 2023 edition of the National Electric Code (NEC) while evaluating the electrical requirements in SPS 316 that add or modify requirements to the NEC.

The Department will also review code chapters SPS 302, 305, and 324 and update them if necessary to integrate the 2023 NEC into the SPS chapters and to ensure the rules conform to current statutes, increase clarity in the profession, update provisions for consistency among code chapters and department procedure.

### 3. Description of the existing policies relevant to the rule, new policies proposed to be included in the rule, and an analysis of policy alternatives:

Currently, the Department's electrical rules can be found in ch. SPS 316. Subchapter IV outlines Wisconsin's partial adoption of prior versions of the NEC and SPS 316.007 (1) incorporates the 2017 NEC by reference. The Wisconsin Electric Code has incorporated the NEC by reference since 1972. An outdated electrical code would perpetuate confusion in the industry, delay adoption of new technologies that benefit consumers, and is a public safety concern.

### 4. Detailed explanation of statutory authority for the rule (including the statutory citation and language):

Section 101.82 (1), Stats., provides that "[t]he department shall promulgate by rule a state electrical wiring code that establishes standards for installing, repairing, and maintaining electrical wiring. The rules shall include separate standards, established in consultation with the uniform dwelling code council, that apply only to electrical wiring in camping units that are set in a fixed location in a campground for which a permit is issued under s. 97.67, that contain a sleeping place, and that are used for seasonal overnight camping. The rules do not apply to electrical wiring in primitive rural hunting cabins, as defined in s. 101.61 (3). The standards established in the rules shall also take into account the uses, including seasonal use, that are unique to recreational and educational camps, as defined in s. 101.053 (1). Where feasible, the rules shall reflect nationally recognized standards."

Section 101.84 (3) and (5) provides “[t]he department may

promulgate rules to differentiate the scope of installation, repair, or maintenance of electrical wiring that may be performed by electrical contractors, registered electricians, journeyman electricians, master electricians, and any additional types of electricians recognized under sub. (5). and

[...] may promulgate rules that recognize and regulate different types and subtypes of electricians that are in addition to those specified in s. 101.82 (1g) and that establish criteria and procedures for enrolling, registering, or licensing these electricians.”

Section 101.02 (1), Stats., provides that “[t]he department shall adopt reasonable and proper rules and regulations relative to the exercise of its powers and authorities and proper rules to govern its proceedings and to regulate the mode and manner of all investigations and hearings.”

Section 227.11 (2) (a), Stats. provides “[e]ach agency may promulgate rules interpreting the provisions of any statute enforced or administered by the agency, if the agency considers it necessary to effectuate the purpose of the statute...”

**5. Estimate of amount of time that state employees will spend developing the rule and of other resources necessary to develop the rule:**

The staff time needed to revise the rules is expected to be 240 hours.

**6. List with description all entities that may be affected by the proposed rule:**

These rules will affect any building, structure or premises where the installation of electrical wiring will be undertaken, other than those buildings, structures or premises regulated by the Public Service Commission. The rules will also affect any designer, installer or inspector of electrical wiring along with owners and frequenters of buildings, structures or premises where electrical wiring is installed.

**7. Summary and preliminary comparison with any existing or proposed federal regulation that is intended to address the activities to be regulated by the proposed rule:**

There are several existing federal regulations that relate to the installation of electrical wiring and equipment. Some of these regulations require compliance with various editions of the NEC. A search of the Code of Federal Regulations (CFR) found the following regulations pertaining to activities that may be covered by this rule.

- Title 7 CFR, Part 1755 – Telecommunications Policies on Specifications, Acceptable Materials, and Standard Contract Forms. This regulation in the Department of Agriculture applies to telecommunications wiring and equipment and requires compliance with the NEC.
- Title 24 CFR, Part 3280 – Manufactured Home Construction and Safety Standards. Subpart I of this regulation in the Department of Housing and Urban Development covers electrical systems in manufactured homes, and requires compliance with the 2005 NEC.
- Title 29 CFR, Part 1910.302 through 1910.308 – Design Safety Standards for Electrical Systems, and 1910.331 through 1910.335 – Electrical Safety-Related Work Practices Standards. Subpart S of this regulation in the Department of Labor contains design safety standards for electrical systems, safety-related work practices and maintenance requirements and safety requirements for special electrical equipment to safeguard employees in their workplaces. Subpart R contains industrial lighting requirements and safe practices relating to lockouts and emergency lighting requirements for the safety of employees working in special industries. These regulations are part of the Occupational Safety and Health Standards.

- Title 29 CFR, Part 1926 – Safety and Health Regulations for Construction. Subpart K of this regulation in the Department of Labor contains installation safety requirements, safety requirements and environmental considerations for special equipment necessary to safeguard employees working in special industries.
- Title 30 CFR, Part 57 – Safety and Health Standards – Underground Metal and Nonmetal Mines. Subpart K of this regulation in the Department of Labor contains specific electrical safety requirements for the protection of employees working in underground metal and nonmetal mines.
- Title 30 CFR, Part 75 – Mandatory Safety Standards – Underground Coal Mines. Subpart F contains specific electrical safety requirements for the protection of employees working in underground metal and nonmetal mines.

**8. Anticipated economic impact of implementing the rule:**

At this time, the economic impact is undetermined; however, the Department anticipates the economic impact for this rule project to be small.


**Contact Person:** Jake Pelegrin, DSPSAdminRules@wisconsin.gov, (608) 267-2242.

Approved for publication in the *Wisconsin Administrative Register* at Madison, Wisconsin, this date: 1/5/2024

Approved for implementation at Madison, Wisconsin, this date:

DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES




Dan Hereth, Secretary

Dan Hereth, Secretary

**Electrical Code Advisory Council  
Rule Project Chart**

<b>Clearinghouse Rule Number</b>	<b>Scope #</b>	<b>Scope Expiration</b>	<b>Code Chapter Affected</b>	<b>Relating clause</b>	<b>Current Step</b>	<b>Next Step</b>
Not Assigned Yet	Not Assigned Yet	Not Assigned Yet	SPS 302, 305, 316, 324	Electrical Code	The scope is currently with Governor's Office for approval.	Publication in the Register and review by Legislature.