

**NORTH DAKOTA STATE ELECTRICAL BOARD MINUTES**  
**SPECIAL MEETING**

WEDNESDAY, FEBRUARY 15, 2012

The North Dakota State Electrical Board was called to order at 10:22 a.m. at the offices of Smith Bakke Porsborg Schweigert & Armstrong, 122 East Broadway Avenue, Bismarck, North Dakota. Meeting was called to order by acting President Earl Scherer. Members present were: Rod Mayer and Earl Scherer. Members appearing by telephone conference call were James Schmidt, Karen Karls and Ben Koppelman. Also present were Kathy Ibach and Scott Porsborg, Special Assistant Attorney General.

At 10:23 a.m., James Schmidt left the meeting.

The purpose of the Special Meeting was to discuss the applications received for the Executive Director position. The Board first discussed whether to consider the applications of individuals who did not submit all of the required information per the terms of the advertisement. There was discussion regarding the terms of the advertisement and materials omitted from various applications. Karen Karls motioned and Ben Koppelman seconded to exclude from discussion all candidates who did not submit the North Dakota State Application Form as required by the advertisement. All present voted aye. Motion carried.

The Board proceeded to discuss the remaining applications. After discussion of the remaining applications, the Board narrowed the application pool to four individuals based on their familiarity with the electrical industry and their experience in state government. The Board selected four individuals that closely matched the requirements and preferred qualifications of the advertisement. Ben Koppelman motioned and Karen Karls seconded to set up interviews with these four individuals. All present voted aye. Motion carried.

The Board then discussed the interview process. Interviews will be scheduled for March 6, 2012, the day before the next regularly scheduled Board Meeting. The members of the Board will interview the applicants. The interviews will be noticed as a Special Meeting, which will commence at 8:00 a.m., and which will be held at the offices of Smith Bakke Porsborg Schweigert & Armstrong, 122 East Broadway Avenue, Bismarck, North Dakota.

At 12:14 p.m., Ben Koppelman left the meeting.

There being no further business, Karen Karls motioned and Rod Mayer seconded to adjourn the meeting at 12:44 p.m. All present voted aye. Motion carried.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
James Schmidt, PRESIDENT

\_\_\_\_\_  
Karen Karls, SECRETARY