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STATE OF ALABAMA  
PLUMBERS & GAS FITTERS  
EXAMINING BOARD

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James M. Morgan  
Executive Director

**ALABAMA PLUMBERS  
AND GAS FITTERS EXAMINING BOARD**

REGULAR BOARD MEETING  
FISCAL YEAR 2024  
216 Aquarius Dr. Suite 319  
Homewood, AL 35209  
February 22, 2024

I. CALL TO ORDER

A. Roll Call

The meeting was called to order at 10:06 a.m. on February 22, 2024. The following, Board members were present: Scotty Winfrey, Chairman; Janice Warren, Secretary; Bobby Bulloch, Isadore Gardner, and Henry McCoy. Staff members present were James Morgan, Executive Director, Kimberly Holifield, and Kristin Ivy. Also present was Tara Hetzel, Civil Division Chief.

B. Declaration of Quorum

A quorum was declared with 5 Board members present at 10:06 a.m. on February 22, 2024.

C. Statement of Compliance with Open Meetings Act

Prior notice of this meeting was posted on the Secretary of State's website. in accordance with the Alabama Open Meetings Act.

II. REVIEW OF MINUTES

A. November 15, 2023, Board Meeting Minutes

Mr. Winfrey called for review of the November 15, 2023, board meeting minutes.

**Mr. Bulloch moved to accept the November 15, 2023; minutes as written. Mr. Gardner seconded. The motion carried unanimously with all Board members voting.**

III. BOARD REQUEST

A. James Kennedy

James Kennedy appeared before the Board seeking approval to take the Journeyman Gas Fitter exam based on verifiable experience.

**Mr. Bulloch moved to conditionally approved Mr. Kennedy to take the Journeyman Gas Fitter Exam. Mr. Kennedy must verify his employment. Mr. McCoy seconded. The motion carried unanimously with all Board members voting.**

B. Lucas Lawrence

Lucas Lawrence appeared before the Board seeking approval to take the Journeyman Plumber and Journeyman Gas Fitter exam based on his verifiable experience.

**Mr. Bulloch moved to conditionally approve Mr. Lucas to take the Journeyman Plumber exam only. He must register as an apprentice, take a plumbing course and work for a plumber for 6 months. Mr. Gardner seconded. The motion carried unanimously with all Board members voting.**

C. Malachi Elam

Malachi Elam sent in a request seeking approval to take the Journeyman Plumber exam based on his verifiable experience.

D. John Meadows Jr.

John Meadows Jr. sent in a request seeking approval to take the Journeyman Plumber exam based on his verifiable experience.

E. Madison Sheroff

Madison Sheroff sent in a request seeking approval to take the Journeyman Plumber exam based on verifiable experience.

F. Jaylen Martin

Jaylen Martin sent in a request seeking approval to take the Journeyman Plumber and Journeyman Gas Fitter exams based on his verifiable experience.

G. Cole Smith

Cole Smith sent in a request seeking approval to take the Journeyman Plumber exam based on his verifiable experience.

H. William Manning

William Manning sent in a request seeking approval to take the Journeyman Plumber exam based on his verifiable experience.

I. David Velasquez

David Valasquez sent in a request seeking approval to take the Journeyman Plumber exam based on his verifiable experience.

J. Thomas Cotton

Thomas Cotton sent in a request seeking approval to take the Journeyman Plumber exam based on his verifiable experience.

K. Alfredo Hernandez-Castillo

Alfredo Hernandez-Castillo sent in a request seeking approval to take the Journeyman Plumber and Journeyman Gas Fitter exam based on his verifiable experience.

L. Michael P. Correll

Michael P. Correll sent in a request seeking approval to take the Journeyman Plumber exam based on his verifiable experience.

M. Samuel Proctor

Samuel Proctor sent in a request seeking approval to take the Journeyman Plumber exam based on his verifiable experience.

**Ms. Warren moved to accept all recommended requests. Mr. Gardner seconded. Motion carried unanimously with all Board members voting.**

IV. REVIEW OF FINANCIAL STATEMENT

Financial Statement

Mr. Winfrey called for review of the January 31, 2024, financial statement.

**Ms. Bulloch moved to accept the January 31, 2024, financial statement. Ms. Warren seconded. Motion carried unanimously with all Board members voting.**

V. INVESTIGATIVE COMMITTEE

A. Investigative committee report

The committee reports of the Investigative Committee were given by Mr. Bulloch. The investigative Committee reviewed 17 cases. The committee opened 14 new cases with probable cause and closed 3 consumer complaint cases.

**Mr. Gardner moved to accept the report given by the Investigative Committee, Ms. Warren seconded. Motion carried unanimously with one recusal (Mr. Bulloch)**

VI. REPORT ON FEES WAIVED

A. Waiver of fees

A Total of 6 licensees were approved for waiver of annual fees and penalties.

**Mr. Bulloch moved to accept the approval of the waiver of annual fees and penalties. Mr. McCoy seconded. Motion carried unanimously with all Board members voting.**

VII. NEW BUSINESS

A. Carahsoft Technology Database

The Board discussed purchasing a new licensing database.

**Ms. Warren moved to purchase the new licensing database. Mr. Gardner seconded. Motion carried unanimously with all Board members voting.**

B. Kimberly Holifield Pay Increase

The Board discussed a yearly 5% increase for Kimberly Holifield.

**Mr. Gardner moved to grant Kimberly Holifield a yearly 5% increase. Mr. Bulloch seconded. Motion carried unanimously with all Board Members voting.**

The next Board meeting and Public hearing will be held May 16, 2024, at 10:00 a.m.

VIII. ADJOURNMENT

**Mr. Gardner moved to adjourn. Mr. Bulloch seconded.**

**Motion carried unanimously.**

Meeting adjourned at 11:42 a.m. on February 22, 2024.

  
Scotty Winfrey, Chairman

  
Phillip Guthrie, Vice Chairman

  
Janice Warren, Secretary