

# ELEVATOR SAFETY BOARD

## Meeting Minutes

March 29, 2023

### I. Call to Order

Chairperson Kerry Dixon called the meeting to order at 9:01 a.m. The meeting was held in-person and via a remote conferencing service.

### II. Roll Call

Members present: Kerry Dixon, Chairperson  
Craig Clabaugh, Vice-Chairperson  
Amy Infelt (via remote conferencing), Secretary  
Troy Tilleraas  
Chris Shay  
Lanny Zieman

Members absent: Marvin Schumacher

Mr. David Steward, Assistant Attorney General.

### III. Approval of agenda

Mr. Clabaugh moved to approve the agenda. The board approved the motion unanimously.

### IV. Approval of minutes from January 25, 2023

Mr. Tilleraas moved to approve the minutes from January 25, 2023. The board approved unanimously.

### V. Welcome to new board member and Attorney General Representative

Mr. Joe Mullen, Labor Division Administrator, introduced newly appointed board member Chris Shay, as well as the newly appointed A.G. Representative, David Steward.

### VI. Items for Action

#### A. *Waiver request from Prestige Care Center (E2023-004)*

The petitioner for this waiver request was not in attendance.

Mr. Zieman moved to approve the waiver request subject to the following conditions: 1) Removal of unused pipes 2) Installation of pans under the water lines 3) Provide self-closing/self-locking door with sign "Authorized Personnel Only" and 4) No new additional equipment shall be installed that is unrelated to the operation of the elevator. This waiver is subject to review if there is a modernization. The condition items will be required to be completed within 90 days.

The board moved unanimously to approve.

### VII. Waupaca Discussion – Division of Labor

Matt Mitchell, Division of Labor Elevator Manager, provided an update to the board regarding Waupaca Elevators and the gear box failure. There is a repair available from Waupaca. The inspectors will be instructed to seal these units out of service until repairs are made. There will be consideration of allowing the owner to use the conveyance with a full load safety test.

**VIII. Division of Labor Report**

Joe Mullen, Labor Division Administrator, offered his appreciation to Ms. Infelt and Mr. Schumacher's service to the board as their terms expire at the end of April.

Mr. Mitchell announced that Geoff Johnson will be starting April 14<sup>th</sup> and will take over the Safety Coordinator position formerly held by Mr. Jim Baedke.

**IX. Communications**

None.

**X. Next meeting dates**

- Wednesday, May 10, 2023, at 9:00 am to be held in-person with a remote option.
- Wednesday, June 28, 2023, at 9:00 am to be held in-person with a remote option.

**XI. Next meeting agenda**

- Election of a new board secretary

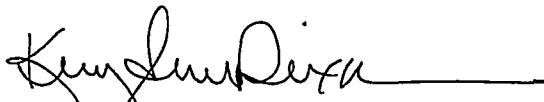
**XII. Public comments**

Attendees again thanked Ms. Infelt and recognized Mr. Schumacher, who was not in attendance, for their board service.

**XIII. Adjournment**

Mr. Clabaugh moved to adjourn the meeting and the board approved. The meeting adjourned at 9:30 a.m.

Respectfully submitted,



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Kerry Dixon, Board Chairperson