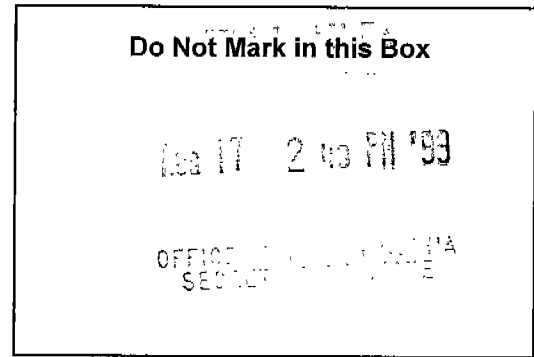


WEST VIRGINIA
SECRETARY OF STATE

KEN HECHLER

ADMINISTRATIVE LAW DIVISION

Form #2



NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE

AGENCY: West Virginia Board of Education TITLE NUMBER: 126

RULE TYPE: Legislative; CITE AUTHORITY: W.Va. Constitution, Article XII, §2; W.Va. Code §18-2-5 and §18-9E-3

AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: _____

TITLE OF RULE BEING AMENDED: _____

IF NO, SERIES NUMBER OF NEW RULE BEING PROPOSED: 175

TITLE OF RULE BEING PROPOSED: Heating, Ventilating and Air Conditioning Technicians (6203)

IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON September 20, 1999 AT 4:45 p.m.. ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS:

Bill Elswick, Coordinator
West Virginia Department of Education
Office of School Transportation & Facilities
1900 Kanawha Blvd. Bldg. 6, Room 215
Charleston, West Virginia 25305-0330

THE ISSUES TO BE HEARD WILL BE LIMITED TO THIS PROPOSED RULE.



William J. Luff, Jr.
Associate State Superintendent

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL

3.00

**EXECUTIVE SUMMARY
WEST VIRGINIA DEPARTMENT OF EDUCATION**

POLICY NUMBER AND TITLE: **POLICY 6203
HEATING, VENTILATING AND AIR-
CONDITIONING TECHNICIANS**

PUBLIC COMMENT PERIOD ENDS: September 20, 1999 **ADOPTED:** _____

BACKGROUND:

The Air Quality in New Schools Act (House Bill 2401) has evolved due to the work completed by the Radon/Indoor Air Quality in Schools Committee of the West Virginia Legislature. Policy 6203 has been written in consultation with the Department of Health and Human Resources, the School Building Authority and others. This policy makes specific recommendations for hiring heating, ventilating and air-conditioning technicians (HVAC technicians) for public school buildings.

PURPOSE

To provide a job description for heating, ventilating, and air-conditioning technicians (HVAC technicians) to be employed by the West Virginia Department of Education.

126CSR175

Aug 11 2 43 PM '53

**TITLE 126
LEGISLATIVE RULE
BOARD OF EDUCATION**

OFFICE OF THE SECRETARY
WEST VIRGINIA DEPARTMENT OF EDUCATION

**SERIES 175
HEATING, VENTILATING, AND AIR-CONDITIONING TECHNICIANS (HVAC)
POLICY 6203**

§126-175-1. General.

1.1 Scope.--This legislative rule will address servicing public school buildings by heating ventilating and air conditioning (HVAC) technicians. The rules set forth a job description for the HVAC technicians.

1.2. Authority.--W.Va. Constitution, Article XII, §2; W.Va. Code §18-2-5 and §18-9E-3.

1.3 Filing Date.--

1.4 Effective Date.--

§126-175-2. Program Regulation.

2.1 The HVAC technicians will be employed by the West Virginia Department of Education.

2.2 The salary for the HVAC technician will be competitive with other employers of HVAC technicians in the region after accounting for annual leave, sick leave, insurance benefits, retirement benefits and any other benefits provided.

2.3 Continuing education training for HVAC technicians will be provided to maintain proficiency in the changing technologies.

2.4 The rules set forth a job description for the heating, ventilating and air-conditioning technicians employed to service public school buildings. The job description is on file at the West Virginia Department of Education, Office of Human Resources. The HVAC technicians will assist county and or school Indoor Air Quality Investigation Committees in resolving complaints relating to indoor air quality. The technicians will provide technical assistance and training for county maintenance personnel as needed and utilize appropriate equipment and tools to determine necessary action to operate and maintain HVAC systems in accordance with design objectives.

**COMMENT SHEET
HEATING, VENTILATING AND AIR-CONDITIONING TECHNICIANS
(POLICY 6203)**

Directions: Please use this form when commenting on the proposed policy and regulations on Heating, Ventilating, and Air-Conditioning Complaints.

NAME OF INDIVIDUAL/ORGANIZATION _____

ADDRESS _____

Section 2.1	
Section 2.2	
Section 2.3	
Section 2.4	

Return before September 20, 1999 to:

Bill Elswick, Coordinator
West Virginia Department of Education
Office of School Transportation and Facilities
1900 Kanawha Blvd, Bldg. 6, Room 215
Charleston, WV 25305-0330
FAX: 304-558-8867
email: cwelsw@access.k12.wv.us

FISCAL NOTE WORKSHEET
(Submit 4 Copies)

HD NO _____ DRAFT NO _____ BILL NO HB 2401 RESOLUTION NO _____

SUBJECT HVAC Technicians FUND _____

SOURCE OF REVENUE: GENERAL FUND SPECIAL OTHER (SPECIFY) _____

COST OF ESTIMATE BASED ON: AN ORIGINAL ESTIMATE BUDGET BILL OTHER (SPECIFY) _____

INCOME ESTIMATE BASED ON: AN ORIGINAL ESTIMATE BUDGET BILL OTHER (SPECIFY) _____

SHOW OVER-ALL EFFECT IN ITEMS 1 AND 2 & GIVE EXPLANATION OF BREAKDOWN BY FISCAL YEAR INCLUDING LONG-RANGE EFFECT

EFFECT OF PROPOSAL	ANNUAL		FISCAL YEAR		
	INCREASE	DECREASE	CURRENT	NEXT	THEREAFTER
1. ESTIMATED TOTAL COST	\$ 270,000	\$	\$270,000	\$ 270,000	\$ 270,000
PERSONAL SERVICES CURRENT EXPENSES REPAIRS/ALTERATIONS EQUIPMENT OTHER	\$ 270,000	\$	\$270,000	\$ 270,000	\$ 270,000
2. ESTIMATED TOTAL REVENUES	\$	\$	\$	\$	\$

3. EXPLANATION OF ABOVE ESTIMATES (INCLUDING LONG-RANGE EFFECT):

Assumptions: The assumptions include the employment of four HVAC technicians to support the county boards of education in addressing the issues of indoor air quality and other HVAC concerns, a secretary to handle the clerical functions and documentation associated with these activities and the necessary expenses for this operation.

Four HVAC Technicians @ \$40,000 each	\$ 160,000.00
Secretary	20,000.00
Annual Training Cost	30,000.00
Travel and Equipment	<u>60,000.00</u>
Total	\$270,000.00

DATE

7/16/99

AGENCY

Education

AUTHORIZED REPRESENTATIVE

