



CITY OF SAINT PAUL



SAINT PAUL

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TRADE COMPETENCY CARD CHANGES



AGENDA

- Objective and Benefits
- Saint Paul Legislative Code (SPLC)
- Proposed Ordinance Change(s)
- Data
- Training and Education Requirements
- Engagement Approach
- Next Steps
- Questions



OBJECTIVES AND BENEFITS

- Clarify language in the ordinance.
- Incorporate definitions in ordinance.
- Provide competency card ordinance to ensure safe, professional and workmanlike service.
- Reduce unnecessary barriers for residential work in the industry.
- Expand opportunities to afford an increase in number of contractors into the market.



DATA

- WARM AIR and REFRIGERATION COMPETENCY CARDS – 3,300 +
- BUSINESS LICENSES - 250





SAINT PAUL LEGISLATIVE CODE (SPLC)

Chapters 369 & 370:

- Trade Boards – requirements, responsibilities
- Competency Card requirements, work allowed, fees, etc.
- Director
- Building Official duties
- Competency & Exams



Class B Card with a Residential Endorsement

Class B competency card allows the cardholder to perform work which includes:

- Warm Air systems
- Ventilation systems
- Air Conditioning systems
- Refrigeration systems

ONLY in residential dwellings as defined in current Minnesota Residential Code.

- A two-part exam – Refrigeration and Warm Air systems
- Typical minimum 70% passing grade – Applicant must have a passing grade for each of the two parts of the exam
- Only a Master card holder may obtain permits for each discipline – typical with all trades
- New Class B card will be identified as: Class B - HVACR CARD with a RESIDENTIAL ENDORSEMENT (date of origin will be noted)



Class B Card with a Residential Endorsement cont.

Grandfather Clause:

- a. A person holding a valid Warm Air Journeyman or Master card prior to January 01, 2024, may perform work (in all buildings as defined in the current Minnesota Residential Code) on warm air, ventilation, air conditioning and refrigeration systems **after** providing evidence of training and/or education for refrigeration systems from an accredited entity for the review and approval by the Building Official.
- b. A person holding a valid Refrigeration Journeyman or Master card prior to January 01, 2024, may perform work (in all buildings as defined in the current Minnesota Residential Code) on warm air, ventilation, air conditioning and refrigeration systems **after** providing evidence of training and/or education for warm air/ventilation systems from an accredited entity for the review and approval by the Building Official.
- c. On or after January 01, 2024, the following will apply to work being performed on refrigeration systems in residential buildings as defined in the current Minnesota Residential Code:
 - 1) You must hold a Master Refrigeration Competency Card in order to apply for a permit which will include work on refrigeration systems for residential or commercial projects identified in the scope of work



Class B Card with a Residential Endorsement cont.

Grandfather Clause (cont.)

- 2) You must hold a Master Warm Air Heating Competency Card in order to apply for a permit which includes warm air heating systems for residential or commercial projects identified in the scope of work.
- 3) A Master or Journeyman Refrigeration Card will be required to perform work on any refrigeration system, **OR**;
 - a. A person holding a valid Warm Air Journeyman card or Master card may apply to take the refrigeration portion of the Residential Class B card exam by submitting information as per SPLC section 369.04 and 370.05, and as described in handout.
 - b. A person holding a valid Refrigeration Journeyman card or Master card may apply to take the warm air/ventilation portion of the Residential Class B exam by submitting information as per SPLC section 369.04 and 370.05, and as described in handout.

If documentation is acceptable, applicant may take the represented section of the Residential Class B exam and if successful, may then perform refrigeration work or warm air/ventilation work in residential dwellings identified in the current Minnesota Residential Code.



APPLICATION GUIDELINES

Warm Air Ventilation	Gas, Refrigeration, Oil, Steam
Exams held in January and July	Exams held in April and October
Passing score: Class B Endorsement 70% Journey Level 70% Master 75%	Passing score: Class B Endorsement 70% Journey Level 70% Master 75%
Applicants may not test more than twice in any two-year period.	

***Equivalent Training and Experience Guidelines**

An applicant for examination must furnish proof of the following:

Work experience consisting of at least four years in the trade or craft in which the applicant applies.

And

Related training consisting of at least four years related schooling in the trade or craft in which the applicant applies.



APPLICATION GUIDELINES cont.

Related training must consist of the following:

- At least 144 hours of related training in the trade or craft at a recognized educational institution equals one year. Proof of completing applicable job-related education or training must be provided with the application. Documentation could include diplomas, transcripts, certificates, etc., but must show the number of hours completed.
- Full time school in the trade or craft at an educational facility -one school year or two semesters equals one year (each semester must equal a minimum of sixteen credits).



APPLICATION GUIDELINES cont.

- **An applicant may be approved for testing without related training if the applicant:**
 - Produces proof of at least seven years experience working in the trade or craft in which they are applying for a certificate of competency. Evidence must be in the form of letters from employers stating the nature of the work in which they were employed or other documentation that can be verified.
 - **Exception:** Class B card with Residential Endorsement:
- ***Class B with Residential Endorsement training requirements –**
Related training consisting of at least two years related schooling in the trade or craft in which the applicant applies. Documentation could include diplomas, transcripts, certificates, etc., but must show the number of hours completed AND four years of experience in the specific trade.

All applications must be accompanied by documentation of work experience and related training.



Approach to Engagement

Virtual information sessions February 2022

- Education/Training Partners
- Competency Card Holders
- Industry Organizations
- Community Resource Groups
- City Certification Vendors
- Unions



Questions and Next Steps

Next Steps

- Presentation to shareholders
- Address the various Organizations and Trade Boards
- Reach out to Saint Paul City Council
- Formal presentation to City Council
- Approval of Council and Mayor
- Adoption into SPLC



THANK YOU!!!!