

TEXAS DEPARTMENT OF LICENSING AND REGULATION

Air Conditioning and Refrigeration Contractors Advisory Board

APPLICATION FOR APPOINTMENT

Please print or type. Answer all questions completely.

Name:		Home Phone:	
Work Phone:	Fax Phone:	E-mail address:	
Home Address:	City:	State:	Zip:
Employer:			
Employer's Address:			
Present job title and responsibilities:			
What education, experience, or concern qualifies you to serve on this Board?			
What do you feel you can accomplish by serving on this Board?			
What are the key issues that will need to be addressed by the Advisory Board?			

List three references (two professional and one personal):

Name: (Professional)	Address, City, State, Zip	Telephone Number:
Name: (Personal)	Address, City, State, Zip	Telephone Number:

**Advisory Board member position for which you are applying:
Check the applicable category**

- 1. Official of a municipality with a population of more than 250,000
- 2. Official of a municipality with a population of not more than 250,000
- 3. Full-time licensed air conditioning and refrigeration contractor who holds a Class A license and practices in a municipality with a population of more than 250,000 **License # -**
- 4. Full-time licensed air conditioning and refrigeration contractor who holds a Class B license and practices in a municipality with a population of more than 250,000 **License # -**
- 5. Full-time licensed air conditioning and refrigeration contractor who holds a Class A license and practices in a municipality with a population of more than 25,000 but not more than 250,000 **License # -**
- 6. Full-time licensed air conditioning and refrigeration contractor who holds a Class B license and practices in a municipality with a population of not more than 25,000 **License # -**
- 7. One public member. (See requirements below)

At least one appointed advisory board member must be an air conditioning and refrigeration contractor who employs organized labor and at least two appointed members must be air conditioning and refrigeration contractors who are licensed engineers. Please indicate if this applies to you:

- Air conditioning and refrigeration contractor who employs organized labor
- Air conditioning and refrigeration contractor who is a licensed engineer

I have read Occupations Code, Chapter 1302, Sections 1302.201-209 and am familiar with the criteria and duties for appointment to the Air Conditioning and Refrigeration Contractors Advisory Board.

Signature

Date

Thank you for your interest in the Air Conditioning and Refrigeration Contractors Advisory Board. Please complete this application in full and return to the address shown. E-mail air.conditioning@license.state.tx.us or call (512) 475-4765 or (800) 803-9202 if you have any questions.

Please submit completed application by mail, email, or fax to:

Texas Department of Licensing and Regulation
Attention: Advisory Board
P.O. Box 12157
Austin, TX 78711
(512) 475-4765, (800) 803-9202, fax: (512) 475-2874
Internet address: www.license.state.tx.us
E-mail address: air.conditioning@license.state.tx.us

Air Conditioning and Refrigeration Contractors Law
Occupations Code, Title 8, Chapter 1302
Effective 9/1/2009

Subchapter E. Air Conditioning and Refrigeration Contractors Advisory Board

§ 1302.201. Advisory Board Membership

The air conditioning and refrigeration contractors advisory board consists of seven members appointed by the presiding officer of the commission, with the commission's approval, and two ex officio nonvoting members. One member of the advisory board must be a public member.

§ 1302.202. Appointed Members

- (a) Each appointed advisory board member must be experienced in the design, installation, construction, maintenance, service, repair, or modification of equipment used for environmental air conditioning, commercial refrigeration, or process cooling or heating. Of the appointed members:
- (1) one must be an official of a municipality with a population of more than 250,000;
 - (2) one must be an official of a municipality with a population of not more than 250,000; and
 - (3) four must be full-time licensed air conditioning and refrigeration contractors, as follows:
 - (A) one member who holds a Class A license and practices in a municipality with a population of more than 250,000;
 - (B) one member who holds a Class B license and practices in a municipality with a population of more than 250,000;
 - (C) one member who holds a Class A license and practices in a municipality with a population of more than 25,000 but not more than 250,000; and
 - (D) one member who holds a Class B license and practices in a municipality with a population of not more than 25,000.
- (b) At least one appointed advisory board member must be an air conditioning and refrigeration contractor who employs organized labor and at least two appointed members must be air conditioning and refrigeration contractors who are licensed engineers.

§ 1302.203. Ex Officio Members

The executive director and the chief administrator of this chapter serve as ex officio, nonvoting members of the advisory board.

§ 1302.204. Advisory Board Duties

- (a) The advisory board shall advise the commission in adopting rules and in administering and enforcing this chapter.
- (b) The advisory board shall advise the commission in setting fees under this chapter.

§ 1302.205. Terms; Vacancy

- (a) Appointed advisory board members serve staggered six-year terms. The terms of two appointed members expire on February 1 of each odd-numbered year.
- (b) If a vacancy occurs during an appointed member's term, the presiding officer of the commission, with the commission's approval, shall fill the vacancy for the remainder of the unexpired term with a person who represents the same interests as the predecessor.

§ 1302.206. Presiding Officer

The presiding officer of the commission, with the commission's approval, shall designate one member of the advisory board to serve as presiding officer of the board for two years.

§ 1302.207. Compensation; Reimbursement

An appointed advisory board member serves without compensation but is entitled to reimbursement for actual and necessary expenses incurred in performing functions as an advisory board member, subject to any applicable limitation on reimbursement provided by the General Appropriations Act.

§ 1302.208. Meetings

- (a) The advisory board shall meet at least every six months and may meet at other times at the call of the presiding officer.
- (b) The advisory board shall meet in this state at a place designated by the board.

§ 1302.209. Vote Required for Action

A decision of the advisory board is not effective unless it receives the affirmative vote of at least four members.

Public Members:

A person may not be a public member of the board if the person or the person's spouse:

1. Is registered, certified or licensed by TDLR in the industry or occupation under the jurisdiction of the advisory board or in a related industry or occupation;
2. Is employed by or participates in the management of a business entity or other organization regulated by or receiving money from TLDR in the industry or occupation under the jurisdiction of the advisory board or in a related industry or occupation;
3. Owns or controls, directly or indirectly, more than a 10 percent interest in a business entity or other organization regulated by or receiving money from TDLR in the industry or occupation under the jurisdiction of the advisory board or in a related industry or occupation;
4. Uses or receives a substantial amount of tangible goods, services, or money from TDLR other than reimbursement authorized by law for board membership, attendance or expenses; or
5. Is a TDLR employee.