



NECA North Florida Chapter CONNECTION

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Save The Date: Upcoming Education Sessions

October 21st, 2026, 10:00 am - 12:00 pm

Understanding the National VDV Agreement

Instructor: Katie Enkiri

[**RSVP Here!**](#)

October 28, 2026, 10:00 am - 12:00 pm

Understanding the Davis-Bacon Act (Virtual-Only).

Instructor: Benjamin Briggs, Partner, Adams & Reese Law

[**RSVP Here!**](#)

November 12th, 2026, 10:00 am - 12:00 pm

Understanding Your CBA for Project Managers

Instructor: Katie Enkiri

2026 NECA Convention Las Vegas!

Housing Closes Soon!

Registration is open for the [2026 NECA Convention & Trade Show](#), taking place October 4–7, 2026, in Las Vegas, Nevada. As NECA celebrates its 125th Anniversary, this year's convention promises an exciting lineup of industry-leading education, a dynamic trade show floor featuring

the latest products and technologies, and valuable networking opportunities with contractors and partners from across the country.

This annual gathering brings together contractors, industry leaders, and innovators from across the country for several days of high-impact education, networking, and access to cutting-edge products and technologies. Attendees can expect dynamic keynote speakers, tailored breakout sessions, and a bustling trade show floor showcasing the latest advancements shaping the future of the industry. Early registration ensures the best access to hotel accommodations, special events, and discounted rates, so don't miss your opportunity to be part of it.



Housing is limited, so we encourage members to register as soon as possible. For assistance with registration and housing, please feel free to reach out to our office directly. We are happy to assist with the registration process and secure your housing accommodations.

Give Back with NECA: Help Fight Childhood Hunger

We're excited to give back this November! The North Florida Chapter NECA is proud to sponsor and participate in **Hunger Fight's 14th Annual Thanksgiving Community Outreach Event**, and we're inviting our members to join us for a fun and rewarding morning of service.

Saturday, November 14 | 9:00–11:00 AM
Hunger Fight Warehouse
2222 Harper St., Jacksonville, FL 32204



Together, our NECA volunteers will roll up their sleeves and help pack nutritious meals for children in underserved communities. Hunger Fight provides weekend meals to more than **16,000 children** through its Feed the Backpacks program, making this a great opportunity to spend just a couple of hours making a meaningful impact for local children and families.

NECA has sponsored this event to provide a select number of our members with the opportunity to volunteer, and we would love to have you join us! Whether you come on your own or bring a member of your team, this is a great chance to connect with fellow NECA members while giving back to the community we serve. Volunteer spots are limited, so please reach out to the North Florida Chapter NECA office and let us know if you would like to participate!

NECA Compliance Corner



How Long Should You Keep It? A Contractor's Guide to Record Retention

Between payroll reports, timecards, employee files, safety records, I-9s, benefit reports, and project documentation, electrical contractors generate a lot of paperwork. But when a project ends or an employee leaves, how long should those records stay on file?

Proper record retention isn't just good organization. Many employment, tax, and safety records are subject to specific federal retention requirements. Keeping the right documentation can also be critical if your company faces an audit, wage dispute, OSHA inspection, workers' compensation claim, or other compliance issue.

A Few Important Retention Requirements

Payroll & Wage Records

Under the [Fair Labor Standards Act \(FLSA\)](#), employers generally must retain payroll records, collective bargaining agreements, and certain other records for **at least three years**. Supporting wage-calculation records, including timecards, work schedules, and records showing additions to or deductions from wages, generally must be retained for **two years**.

IRS Tax Records

Federal tax rules may require employers to retain certain employment tax records for **at least four years after the tax becomes due or is paid, whichever is later**. These records may include payroll tax filings, employee wage information, tax deposit records, Forms W-2, and other documentation supporting federal employment tax reporting. Because payroll records may be subject to both [Department of Labor](#) and [IRS](#) retention requirements, employers should follow the longer applicable retention period when records overlap.

Form I-9

Employers must retain an employee's Form I-9 for the entire time the individual works for the company. After employment ends, the form must be kept until the later of **three years after the employee's date of hire or one year after termination**.

OSHA Injury & Illness Records

Employers subject to OSHA's recordkeeping requirements generally must retain OSHA Forms 300, 300A, and 301 for **five years following the end of the calendar year the records cover**. OSHA also requires the 300 Log to be updated during the retention period when applicable.

What About Your Other Records?

Electrical contractors may have additional documentation that should be retained based on federal or state law, collective bargaining agreements, benefit plans, contract requirements, funding sources, or the type of work being performed. This can include:

- Employee personnel and benefits records
- Certified payroll and prevailing-wage documentation
- Apprenticeship and training records
- Safety and employee training documentation
- Workers' compensation records
- Benefit contribution and payroll reports
- Contracts, change orders, invoices, and project correspondence
- Tax and financial records

Because different rules can apply to each category, **there is no single retention period that works for every company record.**

NECA Tip: Create a Written Retention Schedule

Instead of deciding what to keep each time you clean out a file, establish a company-wide **record retention schedule** that identifies what records your business maintains, where they are stored, who is responsible for them, and when they can be securely destroyed.

For contractors working across multiple jurisdictions or on government-funded projects, be especially careful before destroying records. A contract, funding source, collective bargaining agreement, prevailing-wage requirement, or other applicable obligation may require records to be maintained longer than the general minimum.

Important Exception: Litigation Holds and Pending Claims

Even if a retention period has expired, records should not be destroyed if they relate to a pending or reasonably anticipated audit, government investigation, lawsuit, workers' compensation claim, wage-and-hour dispute, OSHA matter, or other legal proceeding. In those situations, employers should preserve relevant records until the matter is fully resolved and any applicable hold has been lifted. As a best practice, consult legal counsel before destroying records that may be relevant to an ongoing or anticipated claim.

Before you hit "delete" or head to the shredder, make sure the applicable retention period has expired and that no contract requirement, audit, investigation, litigation hold, or pending claim requires the records to be preserved longer. A few extra years of storage can be far less costly than trying to defend a claim without the documentation to support your position.

Codes and Standards Report

Understanding 5 Requirements of NFPA 70B

For decades, the NFPA 70B, Recommended Practice for Electrical Equipment Maintenance, served to provide guidance to electrical maintenance managers on how to develop and implement an electrical maintenance program (EMP). It provides a framework to safeguard people, equipment, and processes from electrical system failures. The 2023 version of NFPA 70B, now a standard, shifts from recommendations to mandatory language surrounding the implementation of electrical maintenance programs. Earlier versions of NFPA 70B provide for what electrical maintenance practices "should" be, whereas the new version provides for what they "shall" be. Changes were made to incorporate the electrical equipment, physical condition, criticality and operating environment when determining the frequency of maintenance. The failure of improperly maintained equipment could impact personnel or environmental safety.

Here are 5 requirements to consider:

1. Maintenance intervals are now a primary focus

Chapter 9 of NFPA 70B now provides mandatory scopes of work and maintenance intervals broken out by product type and based on an equipment condition assessment. These requirements can be referenced in Table 9.2.2, which is in alphabetical order and provides the corresponding reference chapter for maintenance procedures specifics. It is important to note these maintenance intervals do not supersede manufacturer's guidelines; they provide guidance only in the absence of information from the manufacturer.

2. Equipment condition assessment is key

NFPA 70B Chapter 9 prescribes maintenance intervals based on an equipment condition assessment, which depends on the following conditions:

1. Equipment physical condition
2. Criticality
3. Operating environment

The equipment condition assessment (ECA) is driven by the HIGHEST value of these three conditions. For example, if equipment is designated “Condition 1” for electrical equipment and criticality, but a “Condition 3” for operating environment, then the equipment would use “Condition 3” durations for the ECA maintenance intervals.

NFPA 70B also requires a decal system at the conclusion of maintenance to provide a visual indication for electrical workers of the electrical equipment condition of maintenance.

3. Electrical maintenance programs are now defined

NFPA 70B 4.2 provides clearly defined requirements for what elements the electrical maintenance program shall include:

- An electrical safety program that addresses the condition of maintenance
- Identification of personnel responsible for implementing each element of the program
- Survey and analysis of electrical equipment and systems to determine maintenance requirements and priorities
- Developed and documented maintenance procedures for equipment
- A plan of inspections, servicing, and suitable tests
- A maintenance, equipment, and personnel documentation and records-retention policy
- A process to prescribe, implement, and document corrective measures based on collected data
- A process for incorporating design for maintainability in electrical installations
- A program review and revision process that considers failures and findings for continuous improvement

4. Field testing and test methods

The 2023 update to NFPA 70B now provides detailed, prescriptive scopes for preventive maintenance in Chapter 8: Field Testing and Test Methods.

Compared to previous versions of 70B, the update clearly defines testing category types in Section 8.3:

- 1** – Online standard test – Performed while the electrical equipment or device is connected to the source of supply.
- 1A** – Online enhanced test – Not typically performed in normal electrical maintenance activities and provides additional diagnostic
- 2** – Offline standard test – Performed while the electrical equipment or device is disconnected from the source of supply or is connected to an external test voltage source of supply.
- 2A** – Offline enhanced test – Typically not required testing that may be useful based on the application of the equipment or if there is a problem with the equipment. For example, a “rated hold-in” test in accordance with NEMA AB-4 might be performed on a molded case circuit breaker if the circuit breaker has been tripping under normal load conditions.

It is important to note that NFPA 70B provides the minimum requirements for preventive maintenance, which are superseded by manufacturer guidelines. For instance, NFPA 70B states that testing trip functions is optional for circuit breakers 250A or less, and circuit breakers with electronic trip units, only require verification of the calibration of all the functions of the trip unit by means of the manufacturer’s specified test sets.

5. System study intervals are now defined

In alignment with the NEC and NFPA 70E, the 2023 NFPA 70B Chapter 6 provides detailed requirements for system studies, including up-to-date single-line diagrams and short-circuit studies.

Mandatory intervals for studies shall not exceed 5 years, including:

- Section 6.3 – Short-circuit studies
- Section 6.4 – Coordination studies
- Section 6.7 – Incident Energy Analyses

It is important to note that when each of these system studies are performed, the electrical system (including overcurrent protective devices and equipment ratings) may need to also be reviewed, verified and potentially modified to align with the scope of the standard.

Additionally, electricians and design professionals rely on accurate single-line diagrams to calculate the short-circuit values and protective device clearing time that ultimately determine incident energy and/or personal protective equipment. So, if you or the utility feeding your electrical infrastructure make electrical infrastructure changes, it is important to make sure drawings and studies are updated. For instance, if your utility installs new transformers feeding your facility, these devices will need to be incorporated into new system studies to properly apply the protective settings that help safeguard personnel and equipment.

JATC Apprenticeship Reports

Jacksonville JATC

To the members of the North Florida Chapter of N.E.C.A.

The Orientation we held on September 9th at the Double Tree Downtown was a tremendous success. All of the students from all four Inside classes, as well as the three VDV classes were in attendance and it was a packed house.

We are currently in the process of giving Aptitude Testing to applicants for the January class. Currently 807 people have made application for this class. Deadline for the January class is November 5th. The Adult Pre-Apprenticeship class will start on October 12th and run for nine months.

If you know anyone who may be interested in beginning a career in the electrical trade, please have them visit our website at www.etajax.org to begin the application process. Deadline for the January 2027 class is November 5th.

As always, I am here to answer any questions you may have. Feel free to contact me if I can help with anything. On behalf of the Trustees of the Apprenticeship Committee, thank you for your continuing support.

Daniel Van Sickle
Apprenticeship and Training Director

Daniel McEachern
Training Coordinator

ELECTRI Research Report

Electrical Construction Growth Markets: Defining and Exploring Blue Ocean Opportunities



This research report, commissioned by ELECTRI International, identifies and evaluates untapped, high-growth markets—or “Blue Ocean” opportunities—where electrical contractors can expand before competition intensifies. The study combines rigorous analysis of 10 priority markets, scored against six commercial criteria, with firsthand insights from practitioners already building businesses in the two

highest-ranked opportunities. Each opportunity represents a market with low competitive saturation, commercially ready technology, and a clear path to profitable growth within five years.

If your firm is looking beyond traditional contracting markets and searching for the next generation of profitable growth, this report provides the research and insights to help you identify where to go next—and get there ahead of the competition.

[Click here to access the full report.](#)

In Case You Missed It...

- [Understanding the National VDV Agreement Class RSVP](#)
- [Understanding the Davis-Bacon Act Class RSVP \(Virtual Only\)](#)

Looking Forward

- **October 21st, 2026:** *Understanding the National VDV Agreement Class*
 - **October 28th, 2026:** *Understanding the Davis-Bacon Act Class (Virtual Only)*
 - **November 12th, 2026:** *Understanding Your CBA for Project Managers Class*
 - **December 4th, 2026:** *Membership Meeting & Holiday Party*
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