Chairman Torry McAlvain called the meeting to order at 9:32 a.m. (MT).

♦ Open Forum
   No items or concerns were brought forth.

♦ Approval of July 8, 2013 Agenda
   **MOTION:** Garry Tolley made a motion to approve the agenda as presented. John Sheldon seconded. All in favor, motion carried.

♦ Approval of April 8, 2013 Board Meeting Minutes
   **MOTION:** Jim Roletto made a motion to approve the minutes as written. John Sheldon seconded. All in favor, motion carried.

♦ Requirement for Job History
   DBS has had problems with contractors wanting to add additional construction categories to their Type 4-Specialty license, who are unable to meet the experience requirement. There was discussion at the April 2013 meeting of promulgating a temporary rule to allow the Board the authority to review and make changes on a case-by-case basis. Upon further review of the statute, it was determined the Board does not have that authority.

   Unable to come up with a suitable alternative, the Division will continue to require the contractor to demonstrate they have experience in the requested license category, whether as the licensed entity or through a key employee.
Consideration of Change in Administrative Rule Provisions to Accommodate Online Renewal of Licenses

A draft rule was distributed. The sole purpose of the proposed change is to allow the Division to accept renewal applications in digital format.

The suggested changes are: 1) housekeeping; 2) change the submittal of applications from “by facsimile but not by other electronic or computerized means” to “in electronic format acceptable to the administrator”; and 3) replace “written, notarized” with “completed” application.

The statute requires a sworn application; however, the Division believes it can satisfy that requirement by having the individual sign a statement on the application swearing the information provided is true.

**MOTION:** Garry Tolley made a motion to approve the proposed changes as presented. Jim Roletto seconded. All in favor, motion carried.

Subcontractor Bidding as a Prime

Recently, the Division received a protest against a specialty contractor who bid a job as a prime, and had difficulty substantiating at least 50% of the work fell under his license category. At the April 2013 meeting, the Board requested the Division reexamine all specialty construction categories; coming back with a recommendation on how to streamline the issue.

It was suggested and the Board agreed to initiate a collaborative group to examine this issue and possible solutions; moving forward with the rulemaking process.

Operational Report

Quarterly PWCL Board Report – There have been 1,037 Public Works licenses (originals and renewals) issued from April through June 2013. Of the licenses issued, 52 are upgrades and 40 are downgrades.

The program currently shows 3,090 active public works contractors and 78 active construction managers.

Administrator Report


Statewide Projects – Administrator Pearce addressed 26 projects in 16 locations throughout the state of Idaho in which the Division is involved.

Changes in the Workforce – A PowerPoint presentation titled *Changes in the Workforce* was presented by the administrator. The presentation consisted of charts comparing the average number of individuals working in residential and commercial construction, as registered with the Idaho Department of Labor (2007-2012); DBS budget-personnel reduction (2007-2012); and expenditures to appropriations (2005-2012).
Adjournment

MOTION: Garry Tolley made a motion to adjourn the meeting. John Sheldon seconded. All in favor, motion carried.

The meeting adjourned at 10:26 a.m. (MT).

TORRY MCALVAIN, CHAIRMAN
PUBLIC WORKS CONTRACTORS LICENSE BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE
07/19/13rb