

IDAHO PUBLIC WORKS CONTRACTORS LICENSING BOARD MEETING

Monday – January 7, 2008 – 9:00 A.M.

Division of Building Safety
Board Conference Room
1090 East Watertower Street
Meridian, ID 83642

NOTE: The following report is not intended to be a verbatim transcript of the discussions at the meeting, but is intended to record the significant features of those discussions.

The meeting was called to order by Chairman Dick Anderson at 9:08 a.m. on Monday, January 7, 2008.

Board Members Present:

Torry McAlvain, Chairman
John Sheldon, Vice Chairman
Jerry A. Peterson
Dick Anderson

DBS Staff Members:

Steve Keys, Deputy Administrator, Operations
Roger Gabel, Deputy Attorney General
Jean Frenette, PWCL Bureau Chief
Al Caine, Licensing & Compliance Manager
Renee Bryant, Administrative Assistant to Boards
Danielle Lefler, Administrative Assistant to Operations
Heather Carr, Licensing Outreach Advisor
Brandee Pasborg, Office Specialist II

Board Members Absent:

Steffani Lippert
Ken Worst

◆ **Open Forum**

At all future meetings, the industry and public will have an opportunity to address their concerns and/or issues to the Board.

◆ **Approval of the January 7, 2008 Agenda**

MOTION: Torry McAlvain made a motion to approve the January 7, 2008 agenda as presented. John Sheldon seconded. All in favor, motion carried.

◆ **Approval of the October 1, 2007 Board Meeting Minutes**

MOTION: John Sheldon made a motion to approve the October 1, 2007 minutes. Torry McAlvain seconded. All in favor, motion carried.

◆ **Financial Report**

The Board reviewed the Financial Report included in the Board packet.

MOTION: John Sheldon made a motion to approve the Financial Report for FY2008 through December 31, 2007. Jerry A. Peterson seconded. All in favor, motion carried.

◆ **Election of Officers**

Elections are held annually for PWCL Board Officers.

MOTION: John Sheldon made a motion to nominate Torry McAlvain for Chairman. Jerry A. Peterson seconded. All in favor, motion carried.

MOTION: Jerry A. Peterson made a motion to nominate John Sheldon for Vice Chairman. Torry McAlvain seconded. All in favor, motion carried.

◆ **P.W. Contractor License Exam (Board Input)**

As requested at the October 1, 2007 Board meeting, board members received and reviewed the ICES contractor exam for possible use. Al Caine gave the history behind the Board's search for a new exam. A lengthy discussion ensued into the guidelines for the exam.

MOTION: Jerry A. Peterson made a motion to amend the agenda; moving the topic, "Public Works Contractor License Exam" from "Informational" to "Action". John Sheldon seconded. All in favor, motion carried.

MOTION: John Sheldon made a motion to accept the new test as written with a 90-day outreach program notifying the public. Dick Anderson seconded. All in favor, motion carried.

ACTION: For the April 7, 2008 Board meeting: 1. The Division to create language for possible rule changes and 2. Heather Carr to collect data from surroundings states regarding their plumbing/electrical retest procedures.

◆ **Bureau Chief's Report**

Outreach – The Bureau made several contacts in the fourth quarter. Contacts included Caldwell School District, OSHA, a presentation to the Construction Owners Association of America and sponsoring a booth at a Trade Show.

Administrative Assessments – The Bureau, with the assistance of the State Tax Commission, has assessed 63 infractions. The majority of the infractions were for unlicensed or expired licensees.

Licenses – A handout of new licensees (358) was distributed. Comparing the first two quarters of FY07-08 to FY06-07, the Bureau has issued approximately 100 more licenses.

◆ **Administrator's Report**

Budget – The budget has been submitted to the Governor's office for review and submission to the 2008 Legislature.

MOTION: Jerry A. Peterson made a motion to adjourn the meeting. John Sheldon seconded. All in favor. Meeting adjourned at 10:32 a.m.

TORRY MCALVAIN, CHAIRMAN
PUBLIC WORKS CONTRACTORS
LICENSING BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE