

**IDAHO HEATING, VENTILATION AND  
AIR CONDITIONING BOARD  
SPECIAL TELECONFERENCE/  
VIDEOCONFERENCE MEETING**

**Thursday – May 2, 2019 – 11:30 a.m. (MDT)**

**Division of Building Safety  
1090 East Watertower Street, Suite 150, Meridian  
1250 Ironwood Drive, Suite 220, Coeur d’Alene  
2055 Garrett Way, Building 1, Suite 4, Pocatello**

**MINUTES OF THE MAY 2, 2019 SPECIAL MEETING**

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

Acting Chairman Bill Carter Blais called the special meeting to order at 11:30 a.m. (MDT)

**Board Members Present:**

Bill Carter, Vice-Chairman  
Judy Van Cleave  
Randy Hart  
Bill Hatch  
Mark Ferm – Teleconference

**DBS Staff Members Present:**

Chris L. Jensen, Administrator  
Ron Whitney, Deputy Administrator  
Spencer Holm, Deputy Attorney General  
Patrick J. Grace, Regional Manager, Region 2  
Adam Bowcutt, Regional Manager, Region 3  
John Nielsen, HVAC Program Manager  
Renee Bryant, Administrative Assistant 2

In the absence of Chairman Ted Sermon, Vice-Chairman Bill Carter served as Acting Chairman at this meeting.

◆ **Authorize Notice of Omnibus Rulemaking and Notice of Omnibus Fee Rulemaking with regard to IDAPA 07.07.01**

Each year the Idaho legislature reauthorizes all existing administrative rules through June 30<sup>th</sup> of the upcoming year. This year the 2019 Idaho legislature did not pass a bill; therefore, existing rules will expire on July 1, 2019.

On April 23, 2019, DBS received a memo from the Division of Financial Management (DFM) explaining the process to reauthorize rules beyond June 30, 2019. State executive agencies, by approval of their boards having rulemaking authority, must submit completed Notice of Omnibus Rulemaking and Notice of Omnibus Fee Rulemaking to DFM no later than May 10, 2019. Rules will be published as both temporary and proposed rules concurrently in a special edition of the Idaho Administrative Bulletin in June 2019. The temporary rules will have an effective date of June 30, 2019 to ensure there is no gap with the expiring rules.

**MOTION:** Bill Hatch made a motion to authorize Notice of Omnibus Rulemaking and Notice of Omnibus Fee Rulemaking with regard to IDAPA 07.07.01. Judy Van Cleave seconded. All in favor, motion carried.

◆ **Adjournment**

Acting Chairman Carter adjourned the meeting at 11:38 a.m. (MDT)

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BILL CARTER, ACTING CHAIRMAN  
HEATING, VENTILATION AND  
AIR CONDITIONING BOARD

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CHRIS L. JENSEN, ADMINISTRATOR  
DIVISION OF BUILDING SAFETY

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DATE

*05/18/2019rb*

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DATE