

PUBLIC WORKS CONTRACTORS LICENSE BOARD  
VIDEOCONFERENCE MEETING

Monday – January 9, 2017 – 9:30 a.m. (MST)

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

MINUTES OF THE JANUARY 9, 2017 MEETING

Chairman Jim Roletto called the meeting to order at 9:36 a.m. (MST)

**Board Members Present:**

Jim Roletto, Chairman  
Joe Jackson, Vice-Chairman  
Evan Goodwin  
Garry Tolley  
Robbie Austin

**DBS Staff Present:**

Chris L. Jensen, Administrator  
Ron Whitney, Deputy Administrator  
Patrick Grace, Deputy Attorney General  
Larry Jeffres, Regional Manager, Region 1  
Terry Blessing, Compliance Program Supervisor  
Adam Bowcutt, Regional Supervisor, Region 3  
Renee Bryant, Administrative Assistant 2

◆ **Introduction**

Administrator C. Kelly Pearce retired at the end of December. DBS Regional Manager, Region 3, Chris L. Jensen has accepted the position as Administrator.

◆ **Open Forum**

There were no items or concerns to discuss.

◆ **Approval of January 9, 2017 Agenda**

The Chairman called for a motion to approve the agenda.

**MOTION:** Garry Tolley made a motion to approve the agenda as presented. Joe Jackson seconded. Vote called. All in favor, motion carried.

◆ **Approval of October 3, 2016 Board Meeting Minutes**

The Chairman called for a motion to approve the minutes.

**MOTION:** Joe Jackson made a motion to approve the minutes as written. Garry Tolley seconded. Vote called. All in favor, motion carried.

◆ **Compliance Program Report**

Violations – Over the last month, the Compliance Program Supervisor has investigated several companies allegedly in violation of the public works laws. Three cases have been resolved with fines.

Remodel of Public Buildings – Several small jurisdictions; i.e., fire districts, library district, etc. have called to request information on public works laws and the remodel of existing public buildings.

◆ **Operational Report**

Report – Addressed was the Quarterly PWCL Board Report as it pertains to assessments and number of licenses processed.

Compliance Program Report (Cont'd) – The Administrator offered, and the Chairman agreed, to work with the Compliance Program Supervisor; providing a detailed report on cases under investigation and/or have been resolved.

**ACTION:** For future meetings, the Board will receive a thorough report on proposed individuals/companies non-compliant with the public works rules.

◆ **Administrator Report**

Financial Report – Addressed was the Public Works Contractors License Fund FY 2017 financial statement as of November 30, 2016.

Changes within DBS – Administrator C. Kelly Pearce and Public Information Officer Bill Hatch retired the end of December. In addition, Deputy Administrator-Operations Steve Keys is no longer with the agency. There will be some reorganization within the Division with a new management team and the revamping of the Compliance Program.

Legislation – Beginning this year, program managers will present proposed legislation to legislative committees.

Nuclear Fuel Facility – Construction of a new \$1.6 billion facility, to process and store spent nuclear fuel from the nation's nuclear-powered submarines and aircraft carriers, will begin in 2019. The structure will go on the northeast side of the existing Naval Reactors Facility property east of Idaho Falls, Idaho.

◆ **Executive Session**

Originally, the Board was going to go into an Executive Session to discuss tort claims filed against the Board, Division and other organizations. In order to hold an Executive Session, there must be a two-third vote of the governing body. Three of the eight board members were absent from today's meeting; therefore, the Board did not have the required two-thirds. The Deputy Attorney General did provide general information on the incident and claims.

◆ **Adjournment**

The Chairman called for a motion to adjourn.

**MOTION:** Joe Jackson made a motion to adjourn the meeting. Garry Tolley seconded. Vote called. All in favor, motion carried.

The meeting adjourned at 10:15 a.m. (MST).

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JIM ROLETTO, CHAIRMAN  
PUBLIC WORKS CONTRACTORS  
LICENSE BOARD

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CHRIS L. JENSEN, ADMINISTRATOR  
DIVISION OF BUILDING SAFETY

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DATE

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DATE