

**PUBLIC WORKS CONTRACTORS LICENSE BOARD
VIDEOCONFERENCE MEETING**

Monday – April 15, 2019 – 9:30 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 APRIL 15, 2019 MEETING

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

Chairman Jim Roletto called the meeting to order at 9:30 a.m. (MDT)

Board Members Present:

Jim Roletto, Chairman
Joe Jackson, Vice-Chairman
Chuck Graves
Evan Goodwin
Brian Bailey
Karen Echeverria

DBS Staff Present:

Chris L. Jensen, Administrator
Ron Whitney, Deputy Administrator
Spencer Holm, Deputy Attorney General
Larry Jeffres, Regional Manager, Region 1
Patrick J. Grace, Regional Manager, Region 2
Adam Bowcutt, Regional Manager, Region 3
Amy Kohler, Compliance Program Specialist
Renee Bryant, Administrative Assistant 2

◆ **Open Forum**

Legislative Update – The Board had one rule and one statute go before this year’s legislative session. The statute amends the existing law to reduce the mandatory number of board meetings to two a year, and to establish five members as a quorum. The rule clarified, by definition, “Qualified Individual”, “Written Notice”, and “Reasonable Length of Time” as they pertain to being connected or cease to connect with a public works contractor.

Existing Administrative Rules – Every year the legislature passes a bill to reauthorize all existing administrative rules through June 30th of the upcoming year. The 2019 Legislature did not pass a bill; therefore, existing rules become null and void on July 1, 2019. The Governor’s office will issue a temporary rule to readopt all rules until the next legislative session.

House Bill 175 – Updates processes under the Idaho Administrative Procedures Act to amend and add to existing laws to revise procedures for contested cases of hearing officers. The bill did not pass the 2019 Legislature; however, there will be interim meetings, which DBS will participate in.

House Bill 248 – Amends existing law to establish the Occupational Licensing Reform Act and to establish provisions regarding recognition of military training, expedited

applications for military members and their spouses, and licensure by endorsement for military members and their spouses. This bill did pass the 2019 Legislature.

House Bill 307 – Transitions the Contractor Registration from the Bureau of Occupational License to the Division of Building Safety. This will streamline DBS processes; creating efficiencies in state government as DBS already handles plumbing, electrical and public works licenses. It also seeks to streamline and eliminate the need for multiple licenses or registrations and update requirements to match industry practices. This bill did not pass the 2019 Legislature.

◆ **Approval of April 15, 2019 Agenda and January 14, 2019 Board Meeting Minutes**

MOTION: Karen Echeverria made a motion to approve the April 15, 2019 Agenda and January 14, 2019 Meeting Minutes as presented. Joe Jackson seconded. All in favor, motion carried.

◆ **Reduction of Fees on a Temporary Basis**

Based on the Administrative Procedures Act, once a board approves a temporary fee rule, a notice must be published in the next available Administrative Bulletin. The Board approved the temporary fee at its January 2019 meeting; however, the proper documentation was never published in the Bulletin. Therefore, the Board was asked to approve the reduction of fees on a temporary basis a second time. Deputy Administrator Ron Whitney further explained one Executive Order (EO) the Governor issued in 2019, *Red Tape Reduction Act*, which reduces the volume of word count in rules. Rather than write and spell out dollar amounts, the Division will convert the language into a table.

MOTION: Joe Jackson made a motion to approve, on a temporary basis, the reduction of renewal fees, and to review mid-year whether to make the rule permanent. Chuck Graves seconded. All in favor, motion carried.

◆ **Election of Officers**

In accordance with Idaho Code § 54-1908. Meetings – Quorum, “At the April meeting of each year the Board shall elect officers.”

MOTION: Chuck Graves made a motion to appoint Jim Roletto as Chairman and Joe Jackson as Vice-Chairman for the upcoming year. Karen Echeverria seconded. All in favor, motion carried.

◆ **Governor’s Executive Orders**

In January 2019, Governor Little issued the following executive orders:

Executive Order 2019-01 *Licensing Freedom Act 2019* – Provides additional information on the Licensing Freedom Act, which was originally introduced in EO 2017-06. The top two recommendations in the new EO establishes a “sunrise” review process for new proposed licenses and a “sunset” review process on existing licenses.

Executive Order 2019-02 Red Tape Reduction Act – Requires agencies to designate an existing employee as its Rules Review Officer; which will be Regional Manager Patrick J. Grace for DBS. Prior to proposing a new rule for publication in the Idaho Administrative Bulletin, each agency shall submit to the Division of Financial Management an impact statement; identifying the impact the proposed rule will have on individuals and small businesses. In addition, at least two existing rules will need to be repealed or significantly simplified, or a statement clearly and thoroughly stating why existing rules cannot be simplified or eliminated.

◆ **Compliance Report**

Compliance Program Specialist Amy Kohler did not have any new issues to discuss.

◆ **Administrator Report**

Financial Report – The Board’s financial situation is strong.

Construction – Throughout the state of Idaho construction continues to be busy with no slowdown in sight.

◆ **Adjournment**

MOTION: Karen Echeverria made a motion to adjourn the meeting. Joe Jackson seconded. All in favor, motion carried.

The meeting adjourned at 10:18 a.m. (MDT).

JIM ROLETTO, CHAIRMAN
PUBLIC WORKS CONTRACTORS
LICENSE BOARD

CHRIS L. JENSEN, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

06/17/2019rb

DATE