

**PUBLIC WORKS CONTRACTORS LICENSE BOARD
VIDEOCONFERENCE MEETING**

Tuesday – October 9, 2018 – 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 OCTOBER 9, 2018 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 9:33 a.m. (MDT)

Board Members Present:

Jim Roletto, Chairman
Chuck Graves
Karen Echeverria
Brian Bailey
Robbie Austin

DBS Staff Present:

Chris L. Jensen, Administrator
Spencer Holm, Deputy Attorney General
Patrick J. Grace, Regional Manager, Region 2
Jeff Egan, Building Program Manager
Amy Kohler, Compliance Program Specialist
Renee Bryant, Administrative Assistant 2

◆ **Open Forum**

There were no new issues to discuss during open forum.

◆ **Approval of October 9, 2018 Agenda and July 9, 2018 Minutes**

MOTION: Chuck Graves made a motion to approve the agenda and minutes as presented. Robbie Austin seconded. All in favor, motion carried.

◆ **Schedule 2019 Board Meetings**

The Board agreed to the following 2019 meeting dates: January 14, April 15, July 15, and October 7.

MOTION: Chuck Graves made a motion to accept the meeting dates as presented. Karen Echeverria seconded. All in favor, motion carried.

◆ **Licensing Changes--Different Categories**

The topic *Licensing Changes--Different Categories* has been addressed at previous board meetings. There is a minimal qualification standard in place, where the Division reviews all applications. It was determined for DBS to continue with their current practice rather than a bonding letter. At this time, no further action is required.

◆ **Compliance Report**

There were no new issues to discuss under the Compliance Report.

Administrator Chris L. Jensen explained in July 2017, statute changed from the estimated cost of \$10,000 to \$50,000 to require a bid or a public works contractor license on any construction, alteration, improvement or repair involving any single project in any number of trades or crafts. This has dramatically changed the market, as well as drastically changed the Division's outreach to schools.

Board Member Karen Echeverria stated the same group behind the \$50,000 requirement is in the process of trying to change buying consortiums, run by "non-profit" to "for profit" organizations, since "for-profit" is buying out "non-profit" groups.

◆ **Administrator Report**

Financial Report – Finances of the Board are in very good condition. The Division prefers at least one year of revenue in reserve. The Board's finances have surpassed the one-year requirement; therefore, the Administrator would like to reduce fees on a temporary basis. At the January 2019 meeting, the Division will provide a recommendation.

ACTION: The Division will provide a recommendation to reduce fees, temporarily, at the January 2019 Board meeting.

Terms – Board Members Jim Roletto, Chuck Graves, and Karen Echeverria's terms are up for reappointment on January 1, 2019. Terms are for three years, and no member shall be appointed to more than two consecutive terms.

◆ **Adjournment**

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

The meeting adjourned at 9:57 a.m. (MDT).

JIM ROLETTO, CHAIRMAN
PUBLIC WORKS CONTRACTORS
LICENSE BOARD

CHRIS L. JENSEN, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

12/13/2018rb

DATE